

Chicago State University  
Board of Trustees  
Finance, Facilities and Audit Committee Meeting Minutes  
Academic Library – Legislative Rooms 301 & 302  
November 10, 2009  
8:35 a.m. – 9:55 a.m.

Board Members Present

Trustee Rev. Richard L. Tolliver, Ph.D., Chairman  
Trustee Betsy Hill  
Trustee Julie C. Samuels  
Trustee Zaldwaynaka “Z” Scott  
Trustee Levon James, Student Representative

Others Present

Mr. Wayne Watson, Ph.D., President  
Mr. Katey Assem, Executive Director for CSU Foundation  
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs  
Mrs. Ce Cole Dillon, Interim Chief Information Officer for Information Technology  
Mr. John Frizzell, Director of Accounting and Financial Reporting  
Dr. Kenneth Koroma, Associate Vice President for Sponsored Programs  
Mr. Michael Orr, Acting Director for the Office of Physical Facilities, Planning and Management  
Dr. Yan Searcy, President of Faculty Senate  
Dr. Sandra Westbrooks, Provost and Senior Vice President for Academic Affairs  
Ms. Altricia Wheeler, Administrative Assistant  
Dr. Erma Brooks Williams, Associate to the President for the Board of Trustees & Governmental Relations  
Ms. Louise Williams, Interim Vice President for Administration and Finance

1. Roll Call and Verification of Meeting Notice

A quorum was verified. The meeting met the requirement of The Open Meetings Act.

2. Action Items

a. Approval of Previous Minutes

**Trustee James moved to approve previous meeting minutes. Trustee Tolliver seconded the motion.**

**The motion passed as follows:**

**Ayes: 2**

**Nays: 0**

b. Approval of Grants and Contracts over \$250,000

1. Chicagoland Regional college Program (CRCP)

**Mr. Katey Assem explained that the \$1.7 million grant is a consortium between CSU and six other institutions who partner with UPS. Mr. Assem further stated that the grant provides tuition, fees, transportation and housing for students. Students must be eligible for employment with UPS.**

**The program is a four year commitment, which students have to reapply on an annual basis.**

**Trustee James moved to recommend the approval to receive and administer the Chicagoland Regional College Program grant. Trustee Tolliver seconded the motion. The motion passed as follows:**

**Ayes: 2**

**Nays: 0**

2. Youth At-Risk Initiative

**Dr. Yan Searcy described that the \$300,000 grant would allow CSU to partnership with the University of Illinois Chicago and Loyola University working with 30 Hyde Park High School youth between the ages of 14-18 who are at risk for negative health outcomes related to violence,**

sexual activity, substance abuse, etc. The collaboration also includes Sinai Community Services, Chicago Department of Family and Support Services, and City of Chicago Southside YMCA.

**Trustee James moved to recommend the approval to receive and administer the Youth At-Risk Initiative grant. Trustee Tolliver seconded the motion. The motion passed as follows:**

**Ayes: 2**

**Nays: 0**

**c. Bank Depository Authorizations**

**Ms. Louise Williams presented Banks which should be considered official depositories for the funds of the University.**

**Trustee James moved to approve the Bank Depository, adding Highland Community Bank. Trustee Tolliver seconded the motion. The motion passed as follows:**

**Ayes: 2**

**Nays: 0**

**3. Information Items**

**a. Financial Affairs**

Ms. Louise Williams, Interim Vice President for Administration and Financial Affairs, reported, while awaiting the arrival of Mr. Glenn Meeks, the administration function continues to better perform the duties and responsibilities assigned. She added that the fiscal year began by putting into place various new process and system improvements. *Trustee Tolliver requested Dr. Watson to give information regarding Mr. Meeks.* Dr. Watson stated that Mr. Meeks comes with 30 yrs experience of higher education in finance between the University of Illinois and Roosevelt University. Dr. Watson thanked Ms. Williams for her dedicated service.

**b. Audit Update**

Mr. John Meehan, internal auditor, provided an update on the matter of controls in athletics. *Trustee Scott requested a report within the next month on corrective action.* Mr. Meehan reviewed the current policy of allocation 1.5 percent of State appropriations for athletics operations. It was agreed that this issue needs to be examined further as to whether the University should be in Division 1 or Division II.

**c. Preliminary Financial Report**

Mr. John Frizzell reported on the financial reports ending September 30, 2009. He provided a briefing on the assets, liabilities, variances, revenue and expenditures.

**d. Information Technology**

Mrs. Ce Cole Dillon, Interim Chief Information Officer, was introduced. She presented a report on the opportunities for technology enhancements, e.g., green power, consultation services, automation of room reservations. She also provided a brief overview on the challenges, e.g., obtaining more wireless services.

**e. Physical Facilities, Planning and Management**

Mr. Michael Orr provided a comprehensive status of facilities. *The Trustees requested an executive summary of priorities and where the University is losing resources from Mr. Orr's perspective.*

**f. Grants and Research Administration**

Dr. Kenneth Koroma informed the Trustees that the university had been awarded \$44 million or \$15 million over last year's grants. Federal grants account for the largest percentage, followed by State grants.

**4. Other Matters**

**a. Public and Employee Comments**

There were no public or employee comments.

**5. Adjournment**

The meeting adjourned at 9:55 a.m.