

Chicago State University
Board of Trustees
Finance and Audit Committee Meeting Minutes
Academic Library – Auditorium, Room 415
December 10, 2010
9:20 a.m. – 11:15 a.m.

Board Members Present

Trustee Zaldwaynaka “Z” Scott, Chairman
Trustee Rev. Leon Finney, Ph.D.
Trustee Rev. Richard Tolliver, Ph.D.
Trustee Julie Samuels
Trustee Neffer Kerr, Student Representative

Board Members Not Present

Trustee Lisa Morrison Butler
Trustee Betsy Hill
Trustee Gary Rozier

Others Present

Mr. Wayne Watson, Ph.D., President
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs
Mr. Kenneth Clow, Chief Internal Auditor
Mr. Mark Cipich, Assistant Director of Athletics
Mr. Sudie Davis, Director of Athletics
Mrs. Ce Cole Dillon, Director of Information Technology
Dr. Sylvia Gist, Dean for the College of Education
Mr. Glenn Meeks, Vice President of Administration and Finance
Ms. Angela Hopgood, Grant Administrator for the Office of Grants and Research Administration
Mr. Edward “Ted” Lannon, Associate Vice President of Administration and Finance/Controller
Dr. Leslie K. Roundtree, Chair of Occupational Therapy
Ms. Jamille Watkins-Barnes, Assistant Program Director for Textbooks and Learning Materials
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 and Governmental Affairs

1. Call to Order

Trustee Scott called the meeting to order.

2. Roll Call

A quorum was verified and roll call was taken.

3. Verification of Meeting Notice

The meeting notice was posted as mandated by the Illinois Open Meetings Act.

4. Action Items

a. **Approval of Previous Meeting Minutes**

Trustee Tolliver moved to approve the previous meeting minutes. Trustee Kerr seconded the motion. The motion passed as follows:

Ayes: 4

Nays: 0

5. Information Items

a. Administration and Financial Affairs Update

Mr. Ted Lannon presented an overview of the financials and primary balance sheet. He reported that the cash for the first quarter of FY11 is higher by \$4.6 million due to increase cash in the local income and tuition rates. Mr. Lannon also stated that student tuition and fees are higher by \$2.4 million, which is due to an increase in enrollment and tuition effective FY11.

Mr. Glenn Meeks presented an update on the cash position. He stated that CSU has not received state funds for FY11, but reimbursement vouchers were submitted to the state for \$40 million of state appropriations.

1. **Action Items**

a. **Bond Refinancing**

Mr. Meeks presented the resolution for the bond refinancing of the auxiliary facilities systems revenue bonds series 1998 to be approved. He stated that it will save the university \$600,000 to \$900,000.

Trustee Tolliver moved to approve the Bond Refinancing as proposed. Trustee Samuels seconded the motion. The motion passed as follows:

Ayes: 4

Nays: 0

b. **Pharmacy Tuition Increase**

Mr. Meeks presented the resolution for the pharmacy tuition increase. He stated that the increase is based on projections of an increase in enrollment of 4% (first-time full-time freshmen). He also stated that the College of Pharmacy anticipates an enrollment increase of 8% for the fall term.

Trustee Samuels moved to approve the Pharmacy Tuition Increase as proposed. Trustee Kerr seconded the motion. The motion passed as follows:

Ayes: 4

Nays: 0

c. **Pharmacy Fee Increase**

Mr. Meeks presented the resolution for the pharmacy fee increase. He stated that a \$125 annual professional student service fee was a projected need for all enrolled students in the College of Pharmacy beginning in FY12.

Trustee Tolliver moved to approve the Pharmacy Fee Increase as proposed. Trustee Kerr seconded the motion. The motion passed as follows:

Ayes: 4

Nays: 0

b. Audit Update

Mr. Kenneth Clow presented the external audit results for the last quarter. He stated that CSU met with the external audit commission and did very well. Mr. Clow reported that he was reevaluating the current internal audit plan and that a draft would be available in January.

c. Textbook and Learning Material Project (TLMP) Assessment

Dr. Sylvia Gist summarized the financial and programmatic accomplishments for the TLMP-Ghana project. She reported that the printing of the majority of the 4 million books had been finalized. Dr. Gist also reported that an evaluation assessment (about the books that have been used) should be done by December 31, 2010.

d. Athletics Update

Mr. Sudie Davis reported that CSU hosted a sports media to interview the coaches about their teams' accomplishments. He also stated that CSU hosted the second annual Great West Conference Volleyball Championship. Scott: Will you give us a schedule. Davis: I will have one before you leave.

Mr. Mark Cipich presented the financial strategic plan. He stated that the new head coach has game guarantees of over \$600,000. Mr. Cipich also stated that the goal is to increase \$400,000 of gate receipts.

e. Information Technology (IT) Update

Mrs. Ce Cole Dillon reported that the cougar connect portal is being used extensively. She also reported that the community is notified of the accreditation process via the website. Mrs. Dillon informed the Board that 478 students picked up their iPads. Mrs. Dillon reported that the bid to expand Wi-Fi on campus has been confirmed. She further reported that IT is working on the blackberry server to facilitate wireless devices for faculty and administrators.

f. Office of Grants and Research Administration

Mrs. Angela Hopgood reported the total grants received by faculty and staff. Mrs. Hopgood stated that of \$36.2 million, \$9.13 came from federal and state grants, and \$27.13 million came from financial aid. She also stated that other projected federal and state grants for indirect revenue is \$630,000.

1. Action Item

a. Occupational Therapists Collaboration in Urban School-Based Practice

Dr. Leslie K. Roundtree presented the resolution for approval to receive and administer the grant Combined Priority for Personnel Development. Dr. Roundtree reported that the grant was received from the US Department of Education in the amount of \$299, 987.00 and seeks to address a shortage of occupational therapists in urban school based practice.

Trustee Samuels moved to approve the Combined Priority for Personnel Development as proposed. Trustee Kerr seconded the motion. The motion passed as follows:

Ayes: 3
Nays: 0

6. Other Matters

- a. Public and Employee Comments
No comments.

7. Adjournment

Trustee Samuels moved to adjourn the meeting. Trustee Kerr seconded the motion. The motion passed as follows:

Ayes: 3
Nays: 0

The meeting adjourned at 11:15 a.m.