

Chicago State University (CSU)  
Board of Trustees  
Full Board Meeting Minutes  
Academic Library – Auditorium, Room 415  
December 12, 2014  
8:35 a.m. – 1:38 p.m.

Board Members Present

Trustee Anthony L. Young, Chairman  
Trustee James T. Joyce, Vice Chairman  
Trustee Michael Curtin, Secretary  
Trustee Nikki Zollar  
Student Trustee Rhonda V. Williams

Board Members Not Present

Trustee Spencer Leak, Sr.  
Trustee Horace Smith

Others Present

Mr. Wayne Watson, Ph.D., President  
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs  
Dr. Latrice Eggleston, Director of Institutional Effectiveness and Research  
Dr. Angela Henderson, Provost and Senior Vice President for Academic Affairs  
Ms. Farah C. Muscadin, Esq., Director of Intergovernmental Affairs and Interim Dean of Students  
Mr. Tracy Obershan, Director of Physical Facilities-Planning & Management  
Mr. Lawrence Pinkelton, Interim Vice President of Administration and Finance  
Ms. Bonnie Phillips, Assistant to Farah C. Muscadin  
Ms. Cheri Sidney, Associate Vice President of Enrollment Management  
Mrs. Bobbie Stewart, Director Cashier  
Mr. Langdon Neal, Esq., Board Attorney

1. Call to Order

Trustee Young 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. Recess into Executive Session Pursuant to the Illinois Open Meetings Act

**Trustee Joyce moved to Recess into Executive Session. Trustee Curtin seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

5. Reconvene into Open Session

The Board took action in executive session that required action in open session.

**1. Action Items**

**a. Election of Officers Resolution**

Mr. Langdon Neal, Esq., CSU Board Attorney presented the Election of 2015 Board Officers Resolution. This resolution amends the bylaws regarding election of the officers of the Board. There are three substantive changes:

1. Changes elections to annually with a simultaneous non-binding resolution pledging to elect the same person for another year term.
2. It eliminates the first quarter of year language from the bylaws.
3. It gives the Board the option to elect replacements for the departing chairs for one year terms instead of the remaining period of the term of the departing chair.

**Trustee Joyce moved to approve the Election of Officers Resolution. Trustee Curtin seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

**b. Election of 2015 Board Officers**

Mr. Langdon Neal, Esq., CSU Board Attorney presided over the Election of 2015 Board Officers. Mr. Neal asked Trustee Young to call for any nominations for Chair for the current year. Trustee Young asked if there were any nominations for Chair for the current year.

**Election of 2015 Board Officer - Chair**

**Trustee Zollar moved to nominate Anthony Young for Chair of the Board of Trustees. Trustee Joyce seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

**Election of 2015 Board Officer - Vice Chair**

**Trustee Zollar moved to nominate James Joyce for Vice Chair of the Board of Trustees. Trustee Williams seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

**Election of 2015 Board Officer - Secretary**

**Trustee Zollar moved to nominate Michael Curtin for Secretary of the Board of Trustees. Trustee Williams seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

Mr. Neal stated that all offices have been moved and properly seconded and asked if there was any further discussion or any other nomination to come before the Board. Hearing none Mr. Neal asked Trustee Young to call for the vote. Trustee Young called for the vote.

**Roll call for election of Anthony Young as Chair of the Board of Trustees.**

**Ayes: 5**

**Nays: 0**

**Roll call for election of James Joyce as Vice Chair of the Board of Trustees.**

**Ayes: 5**

**Nays: 0**

**Roll call for election of Michael Curtin as Secretary of the Board of Trustees.**

**Ayes: 5**

**Nays: 0**

Nr. Neal stated that the officers are duly elected for another term.

**c. 2013 Executive Session Minutes Resolution**

Mr. Neal presided.

The Board of Trustees has determined that the need for confidentiality still exists as to all of the written minutes of the closed meetings held on December 14, 2012, March 8, 2013, May 17, 2013, June 28, 2013, September 20, 2013 and the Special Meeting of the Board of Trustees held on March 1, 2013. And approves the written minutes of the closed meetings held on June 28, 2013 and September 20, 2013.

**Trustee Joyce moved to approve the 2013 Executive Session Minutes Resolution. Trustee Zollar seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

**d. 2014 Executive Session Minutes Resolution**

Mr. Neal presided.

**Trustee Joyce moved to approve the 2013 Executive Session Minutes Resolution. Trustee Zollar seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

The Board of Trustees has determined that the need for confidentiality still exists as to all of the written minutes of the closed meetings held on June 27, 2014, August 22, 2014, and September 19, 2014. And approves the written minutes of the closed meetings held on June 27, 2014, August 22, 2014, and September 19, 2014.

**e. Foundation Resolution**

Mr. Neal presided.

The Board of Trustees of Chicago State University does hereby direct that a 90-day notice to terminate its contract with the Chicago State University Foundation Board effective June 30, 2015 be issued immediately. That the University President be directed to take immediate steps to establish a new Foundation Board with 501 (3) status.

Mr. Neal read the entire Foundation Resolution. This motion is upon referral from the legal department.

**Trustee Joyce moved to approve the Foundation Resolution. Trustee Curtin seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

**f. Approval of 2015 Board Meeting Dates: March 6, 2015; May 8, 2015; June 26, 2015; September 18, 2015; and December 11, 2015.**

**Trustee Young moved to approve the 2015 Board Meeting Dates. Trustee Joyce seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

**g. 2<sup>nd</sup> Reading – Amended Bylaws**

Mr. Neal stated that today will be the second reading of those proposed changes to the bylaws regarding public comment.

Mr. Neal read the change to the bylaws, which involves Article II Board Operating Procedures. The Board is proposing an amendment of the Bylaws as follows.

There will be a sign-up sheet made available to the public at least thirty minutes before the meeting subject to the Open Meetings Act. The sign-up sheet will be limited to ten speakers.

There is a provision governing the allocation of time, which is also permitted under the rules. Speakers will be limited to two minutes provided that the total comment period shall be no less than twenty minutes.

**Trustee Zollar moved to approve the 2<sup>nd</sup> Reading – Amended Bylaws. Trustee Williams seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

#### 6. President's Report

Dr. Watson congratulated the Chair, Vice Chair, and Secretary on being elected

Dr. Watson reported that there were over 500 students who graduated at the Fall 2014 Graduation. He stated that the following positions were filled:

Provost and Senior Vice President, Dr. Angela Henderson  
Dean of the College of Health Sciences, Dr. Leslie Roundtree  
Dean of the College of Arts and Sciences, Dr. Leroy Jones

He thanked Dr. Renee Mitchell and her team (civil service and staff) for the excellent job that they are doing in the Human Resources Department. Dr. Watson stated that 98% of CSU employees receive direct deposit, electronic W-2s are available online, and employee vacation and sick leave balances are also online.

Dr. Watson stated that a university-wide town hall meeting was held to communicate to the CSU community the current budget situation in the State of Illinois. He gave an overview of the budget situation and how the reduction in funds may impact CSU. Dr. Watson stated that CSU has been advised to prepare for a 10% reduction in funding between now and July 1, 2015 and more serious cuts are possible in the next fiscal year. He stated that possible effects of these cuts are reductions in travel, staff layoffs (Administrators, Civil Service, and Faculty), temporary suspension of certain services, and a reduction in programs. All will be done in accordance with the appropriate rules, guidelines, regulations and contract requirements. Dr. Watson and other State of Illinois Public Universities Presidents have met to coordinate a strategy that will emphasize and make the case for the importance of funding for higher education. Dr. Watson stated that the CSU community will be keep informed.

Dr. Watson reported on enrollment numbers, which are on the CSU website, the rightsizing of CSU, outreach efforts, and the each one bring one concept. He stated that CSU continues to enact aggressive recruitment strategies.

Dr. Watson stated that he and the leadership team appeared before the Legislative Audit Committee to discuss the most recent audit. The lawmakers were universally complimentary of CSU for our combined effort to reduce audit findings. He thanked the CSU family for their efforts in strengthening our compliance.

Dr. Watson wished the Board and the CSU family a safe and happy holiday season.

## 7. Reports

### a. Academic and Student Affairs

Trustee Joyce presided over the meeting.

#### 1. Information Items

##### a. Academic Affairs Update

Dr. Angela Henderson gave an update on Academic Affairs. Dr. Henderson and Dr. Watson visit various departments weekly to listen and share information about the university. Dr. Henderson meets weekly with the academic deans and the academic leadership team to continue to ensure that the university's academic vision is moving forward. She reported that buildings will be closing to install switchgear. All building will have switchgear installed and be ready to open January 12, 2015.

Dr. Leroy Jones is the new dean for the College of Arts and Sciences.

Dr. Henderson reported that Patrick Cage, Esq., General Counsel and a negotiation team, which included Dr. Laurie Walter, are currently negotiating the local 4100 contract.

Trustee Curtin, Dr. Thomas Rowan and Provost Henderson had a productive meeting with the principal and others at Fenwick High School concerning establishing a relationship between Fenwick and CSU. Dr. Henderson thanked Trustee Curtin for helping to establish the CSU-Fenwick High School relationship. Trustee Curtin stated that the presentation was excellent and he is proud to be a graduate of CSU and a trustee.

Dr. Henderson stated that one of the top four contenders for the Obama Library has asked CSU to play a role in their bid for the Obama Library.

Dr. Henderson stated that the Academic Affairs Leadership met with the Faculty Senate Executive Committee on December 4, 2014 to discuss the proposed amendment to their 2011 constitution and bylaws. Monthly

meetings are being scheduled for the rest of the academic year. Dr. Henderson will be attending the Faculty Senate monthly meeting.

President Watson provided the opening remarks for the Internal and Community Forum regarding the Ferguson, MO and New York shooting incidents. This event was well attended.

Dr. Henderson reported on the University Child Care Center Project. She expects completion of the building by 2016. This center will service infants, toddlers, and preschoolers and will house 105 students.

Trustee Zollar commended the Obama Library Committee. She stated that this was a huge effort and a great work product. CSU had the best out of all submitted and that is why CSU has been asked to join others. She stated that cost was a factor in not being selected. Dr. Richard Darga, Dean of Library Services, stated that this was a group effort, which included staff, faculty, administration, and students. Dr. Watson thanked Dr. Darga for his leadership and noted the interest in the CSU's Aquaponics and African American Resource Center.

Dr. Darga reported on the Open Access Policy. He will give the report to Ms. Muscadin to distribute to legislators.

#### PME Steering Committee Update

Dr. Paul Musial gave a presentation on the Program, Measurement and Effectiveness (PME) Plan, which included the history of PME and its purpose and goals.

#### College of Pharmacy-Walgreen Update

Dr. Mariam Mobley-Smith stated that the first class for the College of Pharmacy was admitted in August 2008. There were several funding streams, and one of which was a commitment from the Walgreens Corporation. Walgreens provided the largest private grant, which was \$1 million dollars. The grant agreement is from 2006 and signed 1/16/2007 by Walgreens and the CSU Foundation. Dr. Mobley-Smith reported on provision numbers 4 and 5. The final component for the renovation of the College of Pharmacy will complete in summer 2015 and the lecture hall will be named the Walgreens Lecture Hall.

Trustee Young asked when the requirement would be fulfilled. Dr. Mobley-Smith stated as soon as the completion of the renovation.

Trustee Joyce asked if there were any other donors. Dr. Mobley-Smith stated that there will be a ribbon cutting ceremony for the CVS Student Center and Technology Laboratory. The order of the space naming is Walgreens, CVS, and a big ribbon cutting for the third floor at Douglas Hall.

Trustee Zollar asked if we continue to have a relationship with Walgreens in which they might provide additional financial support. Dr. Mobley-Smith stated that we do have a relationship, however she cannot give dollar amounts at this time. Trustee Zollar thanked Dr. Mobley-Smith for the excellent job she has done.

Dr. Henderson stated that Dr. Mobley-Smith was the Pharmacist of the Year for the State of Illinois last year.

**1. Action Item**

**a. IEMA School and Campus Safety Grant Resolution**

Provost Henderson and Dr. Kanis presented the resolution.

**Trustee Young moved to approve the IEMA School and Campus Safety Grant Resolution. Trustee Joyce seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

**b. Enrollment Management**

Ms. Cheri Sidney stated that CSU is looking for outside of the box ways of creating new partnerships, campaigns, and programs to build CSU's exposure. We are currently targeting a more diverse student population and partnering with community colleges.

She reported on various campaigns;

Chegg, Inc. – An external vendor, which uses electronic high school recruitment and where students can search out CSU. Currently 4500 students have reached out and want to know more about CSU.

Linked Unlimited – A non-tradition entity that partners with high achieving high school students. CSU is looking to become one of their university partners.

Each One Bring One – This is an internal campaign that challenges the CSU community to help with enrollment. The campaign was initiated, by Student Government Association President, Darius Sanders for students. It was expanded to include the entire CSU community.

Senior Saturday – An event that will be held on a Saturday to introduce senior citizens to CSU.

Finish What You Start – This is a campaign that targets students that have not completed their application and those that have dropped out of the university.

Ms. Sidney stated that CSU hosted a number of major events, including President Obama on October 19, 2014. CSU will be hosting future major events.

Dr. Lattrice Eggeston stated that enrollment registration has started for the spring term. Currently we are at 51% of where our census data was for last year. 2,734 students are currently registered. We are up 15% in new admits compared to where we were last year at this time. Fall enrollment was 5,211 students.

Trustee Young stated that enrollment has gone down since he has been on the Board and since the current administration has been in place. When do you think enrollment will stop declining?

Ms. Sidney stated that there will be a time when enrollment stops declining. One of the things we are doing to increase enrollment is enhancing our communication plans. Ms. Sidney stated that we are also reaching out to students earlier.

Dr. Paula Carney reported on the initiatives that are being used at the graduate level for enrollment including some policy changes. She also reported on initiative to increase international students. Ms. Sidney stated that new school enrollment is up by 29%. Unduplicated totals are up by 26%.

Trustee Young asked if spring enrollment this year will be equal to spring enrollment last year. Ms. Sidney stated that there are factors that cannot be controlled, however everything that we can control we are ensuring that we have the financial resources available as much as we can. We are using inventive ways to help our students, such as the EAF program, sweat equity, etc.

Trustee Zollar asked if CSU is losing students to private colleges. Dr. Eggeston stated that it is a combination of reasons. Traditionally, students at CSU stop in and stop out (attend one semester, then leave the next semester, and return the following semester). We are trying to encourage student to return to CSU.

Dr. Henderson stated that anecdotally we are probably losing students to private colleges. Our data shows that we lose about 870 students between the fall and the spring. Students are leaving for academic and financial reasons. Dr. Henderson stated that many students are unable to return due to finances. On the academic side, we have ramped up tutoring and we have an early warning system.

Trustee Zollar stated that she appreciated the effort and that we are also looking at international students.

Dr. Watson stated that because of state requirements we have to drop some students for their inability to pay. Our enrollment is going to stabilize. We expect our enrollment to level out at approximately 5,000, then we hope with strategy planning, strategies in place, goals, matrix, and accountability behind it for our enrollment to grow incrementally. That stabilization should take place this spring semester.

Dr. Henderson stated that the Child Care Center, West Campus Expansion, Pharmacy Renovation, and Virtual Hospital we believe will attract additional students.

Trustee Young asked if improvement and growth is expected in the Nursing Program and the mandatory exam status. Dr. Henderson stated that a meeting was held with nursing students to share their concerns. A consultant will review and improve the curriculum. We want to grow the program.

Dr. Henderson stated that 25 out of 41 students did not pass the HESI exam. A workshop was held to help student pass the HESI exam. Out of the 25, 13 have passed and the other 12 are testing today. Dr. Watson stated that at most universities, the Nursing Program is an enrollment driver. Our goal is to increase the quality of the academic program and Dr. Henderson is making this a priority.

Dr. Watson reported on major efforts in the STEM area under the leadership of Dr. Leroy Jones and reported that there are three new hirers.

Trustee Curtin asked about type 73 and 75 certificates. Dr. Carney stated that CSU has been awarded a grant from CPS for training principals.

c. Student Affairs

Dean Muscadin gave an overview of the Division of Student Affairs. She reported on the following short and long term goals.

- Short Term Goals include:
  - Community Service – Campus Wide Community Service event.
  - Parking – Alternate ways students can pay for parking.
  - Safety – Increase police presence around parking lots.
  - Meeting times for clubs and organization on the DOSA website.
  - Newsletter – A weekly emailed newsletter to notify students about upcoming events, sports news, internship opportunities, club news and important dates for students.
- Long Term Goals include:
  - Improvements with Food Vendor.
  - Improved technology and updated curriculum materials
  - Alumni Affairs – Alumni involvement to encourage and promote CSU spirit.

Dean Muscadin stated that the Student Affairs Council work collaboratively to increase and improve communication with students. We are now working to increase the number of students that pre-register for classes.

Dean Muscadin reported on the Cougar Closet Project, which will provide students with professional attire for job interviews and the Closing the Deal Campaign, which reaches out to students before they arrive on campus.

Ms. Muscadin stated that the SGA has been charged to register students to receive text messages.

Dr. Watson reported that SGA President Darius Sanders is the first recipient of the LL Cool J Scholarship, which is granted through the Thurgood Marshall College Fund.

**Action Item**

**Approval of Previous Meeting Minutes – August 22, 2014 and September 19, 2014**

**Trustee Joyce moved to approve Previous Meeting Minutes – August 22, 2014 and September 19, 2014. Trustee Williams seconded the motion. The motion passed as follows.**

**Ayes 5**

**Nays 0**

b. Finance and Audit

Trustee Zollar presided over the meeting.

a. Administration and Financial Affairs Update

Mr. Pinkelton gave an overview of the University's cash position. He reported on the net cash in the bank and the unrestricted cash balance. FY2015 state appropriation is \$39.1 million. \$7.5 million state appropriation payment was received in October 2014 and the balance due from the state is \$31.6 million. Mr. Pinkelton stated that we are aggressive with our billing to the state.

Trustee Young asked if the \$39.1 million takes into account the possible funding cuts and expressed concern because the State has only passed a six month budget. Mr. Pinkelton stated that in anticipation of a cut in funding senior management is meeting and identifying strategies. Mr. Pinkelton stated that there are several methods such as delaying the hiring of new employees and controlling travel and commodities purchases. Dr. Watson stated that it is a 20% funding cut for fiscal year 2016 and a 10% for fiscal year 2015.

Dr. Raul Garcia gave an overview of the financial statements.

Mr. Pinkelton stated that the fiscal year audit is in the final stages. The final result will be in early 2015.

b. Information Technology

1. **Action Item**

a. **Maintenance of Informatica Software Resolution**

Mr. Prashant Shinde presented the resolution. This is for maintenance.

**Trustee Young moved to approve the Maintenance of Informatica Software Resolution. Trustee Curtin seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

c. Facilities Update

1. Information Item

Trustee Young presided over the meeting.

Mr. Obershan introduced Ms. Traci Nesbit who is the project manager for the Child Care Center.

Ms. Traci Nesbit gave a presentation on the Child Care Center, which will be a stand-alone facility. She gave an overview of the budget and schedule. Construction is to start in summer 2015 and the anticipated opening in 2016. Available funds for this project are \$10.3 million.

Trustee Young asked if this will be a new structure. Ms. Nesbit stated that it will be a new building and is LEED certified

Trustee Curtin stated that it is great to hear that the switchgear is being upgraded. Dr. Watson and Trustee Curtin thanked Governor Quinn for making this happen.

d. Legislative and Human Resources Update

1. Information Item

Trustee Young presided over the meeting.

Ms. Muscadin stated that our new Governor will be sworn on January 12<sup>th</sup>, 2015. She reported on the fiscal climate in the State and a need for plans and strategy changes. She stated that the Presidents of the State Universities need to request a meeting with the Governor's office shortly after the Governor's Budget Address.

Ms. Muscadin stated that public universities presidents and legislative liaison are working together to develop a marketing plan that will show our elected officials the economic impact of public education and the need to invest more in public higher education. This is step one.

Step two is putting together a plan, which we have, that includes our five legislative priorities, appropriations, capital and deferred maintenance, affordability (MAP funding, etc.), procurement issues, and potential relief from our merit board civil service system.

Ms. Muscadin stated that there will be a new chair of both the Senate Higher Education Committee and the House Higher Education Committee.

Ms. Muscadin stated that the budget is the priority.

e. Civil Service Merit Board Update

Trustee Curtin stated that the Civil Service Merit Board would meet on September 19, 2015. There was a formation of a subcommittee by the Merit Board to carefully look at the issue of exemptions.

f. Student Trustee Report

Trustee Williams thanked various administrators and faculty.

Trustee Williams reported on various items, events and issues including:

- Industrial ice and water machine, which has been secured for the students
- Scholarship for graduate students
- EAF scholarships
- Thurgood Marshall Scholarship College Fund
- Tutoring in the Atrium

g. Civil Service Council Update

Ms. Bobby Stewart gave an update on Civil Service Council activities, which included the participation in the 17<sup>th</sup> Annual Council of Councils. She stated that everyone is concerned with the upcoming budget cuts. Ms. Stewart reported that the Council is hosting a Holiday Taste next Tuesday.

7. Other Matters

a. Public and Employee Comments

Ms. Marilyn Oiza stated that she should have received her student records in September 2012. She got them in September 2013, however information was missing from her abilities folder. Ms Oiza stated that her file was missing grievances from 2010. She would like her grievances to be answered and to move forward with her life. President Watson stated that the staff would work with Ms. Oiza.

8. Adjournment

**Trustee Joyce moved to adjourn the meeting. Trustee Zollar seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

The meeting adjourned at 1:38 p.m.