

Chicago State University (CSU)  
Board of Trustees  
Full Board Meeting Minutes  
Douglas Hall, Multipurpose Room 3055B  
September 18, 2015  
8:48 a.m. – 1:35 p.m.

Board Members Present

Trustee Anthony L. Young, Chairman  
Trustee Michael Curtin, Secretary  
Trustee Marshall Hatch, Sr.  
Trustee James T. Joyce, Vice Chairman  
Trustee Spencer Leak, Sr.  
Trustee Nikki Zollar  
Student Trustee Jourdan Facen

Board Members Not Present

Trustee Horace Smith

Others Present

Dr. Wayne Watson, Ph.D., President  
Dr. Thomas Britt, Chair of Health Studies  
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs  
Ms. Carol Cortilet-Albrecht, Vice President of Enrollment Management  
Dr. Tonya Hall, Associate Professor, HLC Co-Chair  
Ms. Monique Horton, Assistant Director of Physical Facilities-Planning & Management  
Dr. Dr. Angela Henderson, Provost and Senior Vice President for Academic Affairs  
Dr. David Kanis, Interim Associate Vice President of Grants and Research  
Dr. Mariam Mobley-Smith, Dean of College of Pharmacy  
Mr. Tracy Obershan, Director of Physical Facilities-Planning & Management  
Mr. Lawrence Pinkelton, Vice President of Administration and Finance  
Ms. Bonnie Phillips, Board of Trustees  
Mr. Tom. Wogan, Director of Communications

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, 5 ILCS 120/2(c)(1).

4. Action Item

a. Approval of Previous Meeting Minutes

Trustee Joyce moved to approve the previous (June 25, 2015; August 13, 2015; August 14, 2015; and August 31, 2015) meeting minutes. Trustee Zollar seconded the motion. The motion passed as follows:

Ayes: 6

Nays: 0

5. Reports

a. Academic and Student Affairs

Trustee Joyce presided over the meeting.

1. Information Items

a. Academic Affairs Update

1. Information Items

a. Dr. Angela Henderson gave an update on Academic Affairs.

Dr. Henderson gave a report on the College of Pharmacy's renovation. She thanked Ms. Monique Horton, Mr. Ed Mlakar, Mr. Tracy Obershan, Retired Chief Ronnie Watson, Chief Patricia Walsh, Mr. Prashant Shinde, President Emeritus Elnora Daniels, President Wayne Watson and Dean Mariam Mobley-Smith for their leadership and or involvement on this project. Dr. Henderson stated that in October several rooms will be dedicated to various donors to the College of Pharmacy.

a. MOU Between CSU and South Suburban Community College Presentation.

Chicago State University signed an articulation agreement with South Suburban Community College. President Donald Manning and Dr. Lanette Stokes from South Suburban College attended.

Dr. Thomas Britt gave an overview of his background and the articulation agreement.

Dr. Henderson introduced the new Associate Dean of Health Sciences, Ms. Courtney Sanders. She will also focus on building enrollment in the health services program. Ms. Sanders gave an overview of her experience.

b. HLC Presentation

Dr. Tonya Hall and Dr. Azungwe Kwembe are the co-chairs of the Higher Learning Committee (HLC) Steering Committee. Dr. Hall gave an update on the HLC accreditation. She stated that CSU has been accredited for 74 years. CSU has accreditation until 2022. She reported on the two monitoring reports that CSU is required to submit to the HLC and the next HLC visit. She introduced the members of the HLC Steering Committee.

Dr. Hall stated that CSU is accredited for ten year, however the HLC conducts a visit in the fourth year (There will be a full site visit by the HLC in the Spring of 2017). Trustee Young wanted to know the reason for the visit. Dr. Hall reported that the only difference between the fourth and tenth year visit is that in the tenth year reaffirmation of accreditation is determined. The standard pathway, which CSU is on, requires a visit in the fourth year of the ten year cycle. A detailed discussion was held concerning the standard pathway.

**1. Action Item**

**a. Chicagoland Regional College Program Resolution**

Dr. David Kanis gave a history of the grant and presented the resolution. A discussion was held concerning the program. Nearly 250 students from eight Chicagoland colleges are served by this program run by CSU and UPS. The three individuals handling the day-to-day operations of this program are employees of CSU working at the UPS facility in Hodgkins, IL. CSU receives approximately \$150,000 annually to administer this program. For a number of years the total cost of this program was funded by Department of Commerce and Economic Opportunity (DCEO) grant from the State of Illinois. For the coming year, it is possible that UPS may have to fund the project from company funds.

**Trustee Young moved to approve the Chicagoland Regional College Program Resolution. Trustee Leak seconded the motion. The motion passed as follows:**

**Ayes: 7**

**Nays: 0**

**b. Enrollment Management**

Dr. Carol Cortilet-Albrecht gave an update on Enrollment Management. She gave an overview of her experience. Dr. Cortilet-Albrecht reported on the Enrollment Management Strategy to increase enrollment. Dr. Cortilet-Albrecht reported on the total enrollment figures for the state and CSU. She reported on the effect of the budget crisis on enrollment. Dr. Cortilet-

Albrecht stated that there are many factors that are effecting enrollment. A discussion was held concerning recruitment, retention and graduation.

A detailed discussion was held concerning students that are dropped because of funding issues and the negative effect this is having on CSU enrollment.

Trustee Curtin asked about the lack of recruitment of first time full time freshmen in the Chicago and Suburban areas. Dr. Cortilet-Albrecht stated that moving forward there will be an aggressive data driven approach to recruiting and all areas will be targeted.

Trustee Hatch asked for the comprehensive plan for increasing enrollment. He stated that the plan must be specific and tangible. Dr. Cortilet-Albrecht will produce a draft of this plan within sixty days.

Dr. Satasha Green reported on the enrollment and the various initiatives employed to increase enrollment in the College of Education.

b. Finance and Audit

Trustee Zollar presided over the meeting (Mr. Pinkelton gave his report after executive session).

1. Information Item

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. Mr. Pinkelton reported on the effect the State of Illinois budget impasse is having on CSU.

c. Facilities Update

1. Information Item

Trustee Young presided over the meeting.

Mr. Tracy Obershan gave a summary of Physical Facilities-Planning Management activities, which Included Facilities Administration, Capital Development Projects and Facilities Maintenance.

**1. Action Item**

**a. Service Contract with Siemens Industry, Inc. for Building Automation System Resolution**

Mr. Obershan presented the resolution. CSU intends to award a three-year service maintenance agreement to Siemens Industry, Inc., Carol Stream, IL for an amount not to exceed \$442,256. The service agreement includes the option of two 12-month renewals for a total renewal cost not to exceed \$298,977. The service agreement is for the Building Automation System (BAS)

that operates and controls the campus Heating Ventilation and Air Conditioning (HVAC) systems.

Trustee Young asked if this was a sole source contract. Mr. Obershan stated that this is a sole source contract. He stated that Siemens created the system and has proprietary rights, therefore we are required to use their system and technicians.

**Trustee Young moved to approve the Service Contract with Siemens Industry, Inc. for Building Automation System Resolution. Trustee Leak seconded the motion. The motion passed as follows:**

**Ayes: 7**

**Nays: 0**

Ms. Monique Horton gave a detailed presentation on the College of Pharmacy Renovation Project. Ms. Horton stated that because this project was managed without the oversight of the CDB, a major saving of \$500K was realized. Chairman Young thanked Ms. Horton for the excellent job she has done implementing this project. Dr. Watson acknowledged previous President Elnora Daniel for the key role she played in positioning CSU to have a College of Pharmacy and renovation that we have today. Dean Mariam Mobley-Smith reported on the renovation project and the dedication of various rooms to donors, including Walgreens and CVS.

d. Legislative and Human Resources Update

1. Information Item

Trustee Leak presided over the meeting.

Mr. Tom Wogan, Director of Public Relations.

Mr. Wogan reported on the budget impasse situation currently in Springfield. A detailed discussion was held concerning the negative impact the budget impasse is having on CSU. Eventually we will reach a point where CSU cannot function.

Trustee Hatch stated that we must have a public relations strategy. Mr. Wogan stated that he will share the talking points with the Board and the CSU Community.

e. Civil Service Merit Board Update

Trustee Hatch stated that the Civil Service Merit Board has hired an Executive Director, Mr. Jeff Brownfield.

f. Student Trustee Update

Trustee Young stated that because school has just started we will not have a Student Report until the next Board meeting.

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

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

**Ayes: 6**

**Nays: 0**

7. Reconvene into Open Session

Trustee Young stated that the Board took no action in executive session that required action in open session.

8. Other Matters

- a. Public and Employee Comments

Trustee Young stated that comments are limited to two minutes.

Ms. Phillips stated that no one signed up for public comment.

9. Adjournment

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

**Ayes: 5**

**Nays: 0**

The meeting adjourned at 1:35 p.m.