

**Chicago State University
Board of Trustees Meeting
Full Board Meeting Minutes
Gwendolyn Brooks Library – Auditorium, Room 415
September 28, 2018
9:30 a.m. – 2:10 p.m.**

Board Members Present

Trustee Marshall Hatch, Sr., Chair
Trustee Nicholas A. Gowen, Vice Chair
Trustee Kambium Buckner, Secretary
Trustee Tiffany R. Harper
Trustee Corliss Garner
Trustee Jay Smith, Student Representative
Trustee Horace Smith

Others Present

President Zaldwaynaka (Z) Scott, Esq.
Dr. Leslie Roundtree, Interim Provost and Sr. Vice President
Ms. Simone Edwards, CFO & Vice President of Operations, Diversity, Equity and Inclusion
De. Michael Ellison, Interim Vice President of Enrollment
Dr. David Kanis, Interim Associate Vice President of Grants
Ms. Stephanie Kelly, Esq., Vice President and General Counsel, Chief Compliance Office
Ms. LaKeisha Marsh, Esq., Board Attorney, Akerman, LLP
Ms. Bonnie Phillips, Director of Board Relations

1. Call to Order

Chairman Hatch 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. Singing of School Song “Honor and Glory”

President Scott was welcomed to her first full Board meeting by Chairman Marshall Hatch. President Scott and her administration sang the school song.

5. Other Matters

Public and Employee Comments Trustee Hatch stated public comments would be limited to two minutes. Trustee Hatch asked Ms. Phillips to call those who signed up for public comment.

Dr. Deborah Lynch, Faculty member in the College of Education, the newly elected chapter President of University of Professionals of Illinois introduced herself and expressed her support of the President and the Board.

Mr. Timothy Hoy, alumni, welcomed the President.

Mr. Frank Horton, who is an alum, welcomed the new administration, and plans to bring high school students to the University for future home basketball games.

6. Presidents Report:

President Zalwaynaka (Z) Scott reported on several highlights of her First 90 Days as President:

- Dr. Leslie Roundtree was appointed as the Interim Senior Vice President and Provost. A New dean of students has been hired.
- Interviews about student life with the Presidents of Morehouse College and Miles College.
- Focusing on the structure and funds in the Foundation.
- She has been working with transition committees.
- Paw prints were painted cougar paws on the pavement at the entryway to the university to energize the students and community.
- There will be three forums including a Jeremiah Wright Lecture by Rev. Dr. Otis Moss of Trinity Church.
- A Diversity task force has been developed to promote procurement with women and minorities.
- Enrollment management will hire a new bilingual recruiter to help increase the Latino student population.
- Met with six elected officials including Alderman Beale, Representative Nick Smith, and Senator Elgie Sims.
- An offer of employment has been extended for a new Director of Governmental Affairs and Community Relations.
- A Diversity and Inclusion officer as well as a Chief Compliance Officer are being hired to help support the faculty and the University.

President Scott also expressed her gratitude to the Board for their work and support of the University.

7. Reports

Trustee Buckner presides over the Academic and Student Affairs Committee.

Dr. Leslie Roundtree presented the Academic and Student Affairs Report

- Fall semester is off to a great start with 17 new faculty members.
- A Freshman Leadership Academy was held during freshman welcome week to get students acquainted with the University.
- Faculty Institute Day was a success; a reception was held with President Scott in attendance.
- Interim positions have been filled and key administrator positions are being posted.
- In addition, the University is working toward reestablishing relationships with community partners and establishing articulation agreements with South Suburban College, City Colleges of Chicago, Prairie State, and Moraine Valley College.

Action Items

Dr. Leslie Roundtree presented the resolutions.

Chicagoland Regional College Program

Dr. Leslie Roundtree presented the Resolution for the Chicagoland Regional College Program. The grant has been in existence for 15 years at Chicago State University. Along with Moraine Valley College and the United Parcel Service (UPS) the program provides students with full tuition while working at UPS as well as a stipend for books.

Trustee Garner moved to approve the Chicagoland Regional College Program Resolution. Trustee Horace Smith seconded the motion. The motion passed as follows.

Ayes : 7

Nays : 0

Louis Stokes Midwest Regional Center of Excellence for Broadening Participation in STEM Resolution
Opportunity for Chicago State University to recruit, obtain, and produce students in the STEM field.

Horace Smith moved to approve the Louis Stokes Midwest Regional Center of Excellence for Broadening Participation in STEM Resolution. Trustee Garner seconded the motion. The motion passed as follows.

Ayes: 7

Nays: 0

Dr. Michael Ellison presented the Enrollment Management Report. He gave an overview of his tenure at CSU. He stated that during his 16 month tenure enrollment of new undergraduate and freshmen transfer student has increased.

- The year 2016 was one of the most devastating and impactful for various reasons such as the state budget impasse and layoffs; there were reduction in enrollment management staff. 2016 Fall enrollment numbers totaled 299.
- Undergraduate enrollment has increased this year and is trending upward in comparison to previous years. Undergraduate enrollment saw an increase for Fall 2017 of 40.1% (120 students) and for Fall 2018 22.8% (95 students). Enrollment continued to increase in Spring 2018 by 84 students which is a 53% increase over the previous Spring Term.
- Undergraduate enrollment has seen a large decline for both public and private universities across the country. Only two public Illinois Universities (University of Illinois System and Illinois State) have seen a continual increase in their enrollment. Southern Illinois University Carbondale has seen a dramatic decrease in enrollment. In addition, the City Colleges of Chicago have seen an enrollment decrease which has had somewhat of an impact on our enrollment. The new growth market for school is appealing to adult learners seeking skills and older adults seeking lifestyle changes.
- New goals set for Spring 2019 is an enrollment increase of 15% and for 2019 Fall and increase of 35%. The University has 1,450 recruitment visits planned for the year.
- Dr. Ellison introduced the team members that will aid in these efforts: Steve Polinski, Marlena Johnson, Mark Schaeffer, Aaron Patawaran, James Young, Joseph Anderson, and Phil Willis. There will be an additional person hired to help the transition of students at City Colleges of Chicago and a regional recruiter.
- Currently, we are looking for a strategy to retain students and becoming a test optional school and we are looking at perhaps eliminating some of the placement test barrier for students.
- Dr. Ellison talked about the strategy for increasing marketing and branding efforts. The State has a grant program called Aim High and Chicago State University was awarded \$462,000 (to be matched by the university) to provide need and merit based awards to students.
- Improving the appearance of the university is critical to recruitment.

Action Item

Media Planning Buying and Advertising RFP Resolution

Dr. Michael Ellison presented the Media Planning Buying and Advertising RFP Resolution for Radio Link Media (RLM) to assist with developing strategies and advertisement to support and encourage enrollment for the 2019-2020 academic years. The amount is \$500,000.

A detail discussion was held regarding the resolution and how will the outcome be measured, future accountability in the relationship with the media company, and if the monetary amount would be enough to cover the timeframe. General Counsel Kelly stated that the contact has not been approved and that the RFP just cleared the protest period. Also that the terms of the contract were laid out in the RFP. Dr. Ellison stated that the previous campaign cost \$225,000 (which just ended) and the request for \$500,000 is to ensure that there is enough funding. Dr. Ellison will provide the eight week metric to the board.

Academic Affairs Committee can look at negotiated amount and President Scott expresses confidence in the media spend and that we will be strategic. Trustee Harper and Chairman Hatch wants to ensure that the Radio Link Media are promoting on youthful platforms and asked how will we know if the campaigns are successful.

After further discussion the resolution was approved with the following change and the final approval of the contract would be made by the Academic and Student Affairs Committee:

Therefore be it resolved, that the Board of Trustees hereby provides approval to the University to enter contract negotiations for planning and buying advertising service with Radio Link Media estimated at \$500,000 with final approval provided by the Academic Affairs Committee of the Board.

**Motion to approve edited Media Planning Buying and Advertising RFP Resolution.
Trustee Jay Smith moved to approve. Trustee Horace Smith seconded the motion.**

Ayes: 7

Nays: 0

Trustee Harper presides over the Finance and Audit Committee.

Ms. Simone Edwards presents the Finance and Audit update:

- Ms. Edwards gave an overview of the University cash position. As of September 26, 2018 the net unrestricted cash is \$ 26.1 million. Total projection over 90 day period; total collection \$24.3 million, expenditures \$30.1 million, leaving net balance at \$20.4 million.
- Property control was submitted with compliance within a variance of 1% on time and within state requirements.
- Ms. Edwards presented the new website to the Board, which launched on September 17, 2018. There was great feedback from students. We will continue to update the website. Planning to upgrade the technology in the classroom.
- Chief External Auditor has resigned. A Legislative Audit Commission was held; good feedback was received. Starting an internship program to have interns participate in the audit process.

Action Items

Ms. Edwards presented the resolutions.

Recalculated and revised FY 2019 Operating Budget Resolution.

Resolution was approved with the following change:

Whereas, after recalculations and reevaluations for the FY 2019 final operating budget is lower than the approved preliminary FY 2019 operating budget by \$2 million due to change in enrollment projections and declining balances of multi years.

**Trustee Buckner moved to approve the revised FY 2019 Operating Budget Resolution. Trustee Harper seconded the motion. The motion passes as follows:
Ayes: 7
Nays: 0**

Spring 2019 Pilot Program for Dual Enrollment for High School Resolution

**Trustee Buckner moved to approve the Spring 2019 Pilot Program for Dual Enrollment for High School Resolution. Trustee Horace Smith seconded the motion. The motion passes as follows:
Ayes: 7
Nays: 0**

Expansion on Elimination of Out-of State Tuition Rate for Domestic Undergraduate Students Resolution

**Trustee Buckner moved to approve the Expansion on Elimination of Out-of State Tuition Rate for Domestic Undergraduate Students Resolution. Trustee Horace Smith seconded the motion. The motion passes as follows:
Ayes: 7
Nays: 0**

Trustee Horace Smith presides over the Facilities Committee.
Ms. Simone Edwards presents the resolution.

Action Item

Rescind Boiler Professional Services Resolution

**Trustee Buckner moved to approve the Rescind Boiler Professional Services Resolution. Trustee Harper seconded the motion. The motion passes as follows:
Ayes: 7
Nays: 0**

Student Trustee Report

Trustee Jay Smith welcomed President Scott. He stated that the semester has started off great, there are no fences up and the classrooms are clean. The students are excited about the upcoming rumor that Kanye West may come to campus.

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

**Trustee Gowen moved to recess into Executive Session. Trustee Harper seconded the motion. The motion passed as follows:
Ayes: 7**

Nays: 0

Reconvene into Open Session

Trustee Jay Smith moved to reconvene into Open Session. Trustee Buckner seconded the motion. The motion passed as follows:

Ayes: 5

Nays: 0

Chairman Hatch stated that there was action in executive session that required action in open session.

Action Items

Previous Minutes

Trustee Gowen moved approve the minutes of the March 9th, July 27th, and August 15th. Trustee Buckner seconded the motion. The motion passed as follows:

Trustee Garner voted on the July 27th and August 15th minutes.

Ayes: 5

Nays: 0

Committee Assignments

Addition of Trustee Corliss Garner and removal of Trustee Nicholas Gowen from the Finance and Audit Committee of the Board of Trustees. Addition of Trustee Kambium Buckner and Trustee Corliss Garner to the Foundation committee of the Board of Trustees.

Trustee Jay Smith motioned to approve the committee member changes to the Finance and Audit Committee and Foundation Committee. Chairman Hatch seconded the motion.

Ayes: 2

Nays: 0

Board Regulations section 2 and Section 1.

First Reading of the proposed changes to the Board Regulations section II. Section II of the Board Regulations centers on procedures that apply to University employees. The recent changes to Section II of the Board Regulations were amended to remove provisions that were better suited for the University Handbook, as well as create consistency between the two documents where they conflicted. The provisions that will be removed include employee benefits, tenure civil service employee provisions. Changes were also made regarding contract language for the University President in light of the recent Illinois Law which requires that contracts for Presidents and Chancellor at public colleges one not severance agreement that is greater than 20 weeks of compensation and two to prohibit severance where that President or Chancellor is terminated to due to misconduct. That serves our public notice for the proposed changes; all individuals have received the proposed changes. The President has also received that copy of the proposed changes and can distribute that to the appropriate faculty, administration, and students regarding those changes. We will look to adopt the proposed changes at the next scheduled meeting, which will include any comments the President receives on the proposed changes.

Approval of the amended Section I of the Board Regulations. Whereas Section I of the Board Regulations whereas Section I of Procedures Subsection C II of the Board Regulation authorizes the Board of Trustees to adopt, amend, or appeal Board Regulations and, whereas the Board of Trustees endeavor to

review and amend Section I of the Board Regulations and whereas on June 21st, 2018 the Board of Trustees conducted the first reading of the amended Section I of the Board Regulations Pursuant to Section 1e of the Board Regulations. Now, therefore be it resolved that the Board of Trustees of Chicago State University hereby approves the changes to Section I; Board Procedures of the Board Regulations.

Trustee Jay Smith moved, Trustee Buckner seconded the motion. The motion passed as follows:

Ayes: 5

Nays: 0

Vote on Membership of Foundation Board

WHEREAS, Chicago State University (the "University") serves as the Sole Member of Chicago State Foundation (the "Foundation") pursuant to Article II, Section 1 of the Foundation Bylaws: and. WHEREAS, the Sole Member is authorized to appoint directors and to fill vacancies on the board of directors of the Foundation pursuant to Article II, Section 2 and 4 of the Foundation Bylaws; and WHEREAS, there being a small amount of serving directors or officers on the Foundation as of today; NOW, THEREFORE, BE IT RESOLVED, that the following individuals: Corliss Garner and Andrea Zopp, are appointed to serve as directors of the Foundation for an initial term of one year and shall be eligible for re-election. RESOLVED, that each of the officers and agents of the University be, and hereby is, authorized and directed in the name and on behalf of the University to take any and all actions that such officer or agent may reasonably determine to be necessary or desirable to carry out the purposes of the foregoing resolutions, such determination to be conclusively evidenced by the execution and delivery thereof or the taking of such other actions.

Trustee Buckner moved, Trustee Gowen seconded the motion. The motion passes as follows:

Ayes: 5

Nays: 0

Local 73 CBA

SEIU Local Number 73 Collective Bargaining Agreement has been ratified by the General Services employees Union Local 73 the Board of Trustees has reviews the collective bargaining agreement as is now prepared to approve.

Motion to approve that collective bargaining agreement with General Services Employee Union Local 73.

Ayes: 5

Nays: 0

Amendment to Local 700 CBA

The collective bargaining agreement between the board and Local Union 700 based on the Supreme Court decision in the union agreed to remove any and all references to the mandatory deductions remittance and the collection of fair share fees as they are now void going forth union fees will only be deducted from employees who elect to become members of the union this amendment will remain in full force and effect the remainder of this agreement until a successor agreement is negotiated and ratified.

Trustee Buckner motioned to approve president to execute the amendment for Local Union 700. Trustee Gowen seconded the motion. The Motion passes as follows:

Ayes: 5

Nays:0

Adjournment

The meeting adjourned at 2:10 p.m.