

Chicago State University  
Board of Trustees Meeting  
Full Board Meeting Minutes  
Gwendolyn Brooks Library – Auditorium, Room 415  
December 16, 2019  
3:00 p.m.

Board Members Present

Trustee Andrea Zopp, Chair  
Trustee McDade, Vice Chair  
Trustee Mark Schneider, Secretary  
Trustee Mobley Smith  
Trustee Brian Clay

Board Members Not Present

Trustee Louis Carr

Others Present

President Zaldwaynaka (Z) Scott, Esq.  
Stephanie Kelly, Esq., General Counsel and Vice President, Chief Compliance Officer  
Ms. Bonnie Phillips, Director of Board Relations  
Dr. Leslie Roundtree, Provost and Senior Vice President

1. Call to Order

Chair Zopp 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”

5. Approval of Agenda

Roll call was held for approval of the agenda. The agenda was approved.

6. President’s Report

President Scott took time to share some highlights of 2019 at Chicago State University.

Student enrollment has stabilized for the first time in ten years, with increases of freshman and Transfer students. We have multiple scholarships including, Aim High and Student athlete scholarships,

I want to start by thanking our campus community for your continued commitment to CSU, you have never faltered in your support of Chicago State University and remain proud to wear our colors. President Scott took time to go over some of the highlights of 2019. For our amazing students we are energized by our mission of fostering your intellectual development and success we will work each and every day to transform Chicago State into the best institution for you. Starting with providing educational access for this Fall 2019 Semester not only has Chicago State's student enrollment stabilized for the first time in 10 years we have increased our population of new Freshman and Transfer Students over last year. For all of our Students we have invested millions of dollars into Scholarships and Financial Aid programs in 2019 more so than in recent years. Some of our scholarship programs include: housing waivers for students to bring them closer to the community with targeted support, Matching Aim High Grant funds, scholarships for our D1 student athletes and providing debt forgiveness for students who have left CSU to come back and enroll towards graduation through our Cougars Return Program. We have also began dramatic reforms in academic student services by centering around student success initiatives. Those initiatives include career center, academic advising redesign, and embedded tutoring in some of our classes. All of these are designed to help our students stay enrolled and cross the finish line towards a fulfilling professional career. A priority in 2019 was to create a sense of belonging among our campus community, that's why we started a marching band. For the first time in Chicago State's history we have a marching band and I would also like to say we are one of eight schools in the country that has a female marching band director. Our marching band in its first few months performed at major events such as the Chicago Football Classic, their first performance was covered by ABC 7 Chicago. With all of these programs and investments we are renewing Chicago State's focus and the most important part of our mission, our students. Since coming into the role I have tried to make myself accessible for Students, Faculty, and Staff. In 2019 we held multiple town hall's with robust opportunities for questions and answers. My administration participated in a recent town hall organized by our great student body and I was pleased to see that level of civic engagement. I will continue to engage our faculty in forums such as the faculty senate and through other meetings with faculty leadership. I participated in my first meeting with our faculty senate with the invitation of its President. I appreciate all of the work that our faculty is doing in research, teaching, and community service to our University. We have seen a significant climb in our faculty travel for research and faculty development. Throughout 2019 we are promoting our faculty as experts in order to position Chicago as the premiere thought leader. Some of these highlights that we have promoted that have been covered by the media include: Dr. John Patterson, Dr. Keela Bolden testified as expert witnesses at a hearing on gun violence hosted by the Illinois House of Representatives in October. We sponsor a weekly CSU commentator segment on WVN where we feature different faculty members on topics such as trauma, STEM, Biology and Education. We feature our faculty throughout our Cannabis Industry Expo that was well attended by government officials and the broader community. We will continue to promote our faculty going into the next year by highlighting all of their amazing accomplishments such as publications and grants. Investment in our faculty also includes additional ways to help bring support for all of our academic programs. We brought in an expert to lead development in-service training for our deans and department heads on fundraising this included helping to provide the necessary tools to help them lead and develop our faculty on each of these points.

2019 has also been a year that we reconstitute the Chicago State Foundation and revitalize the Alumni Association. Our foundation under new and incredible leadership from its Board of Directors and Executive Director is laser focused on supporting our students and our institution. For the first time in

years the Foundation has launched a full scale annual appeal to alumni and CSU supporters. Also, for the first time in years our foundation has partnered with CTU CSU Alumni association. The foundation is helping to support the alumni association expand its reach to our alumni and reengage our alumni across Chicago. Governor J.B. Pritzker visited our campus in late November to announce the release of capital funds to our Annual Funding. I was proud to see many of our students from our Health and Science Curriculum in the audience to hear the great announcement that we can now begin construction on our Health Professionals Simulation lab, which will provide state of the art facility for training and research for our students and faculty. Today we are presenting the Board our strategic plan framework for your consideration. This plan was developed through a campus wide effort that was led by our faculty. Among the 25 members of the strategic planning committee we included 2 of our students including one undergraduate and one graduate student. This committee process included a town hall and survey of our campus on issues that are relevant to Chicago State. What we are seeking at Chicago State is not only to be one of the premiere institutions in Illinois and becoming one of the top Public Universities in this country. We wanted to close out our amazing 2019 with an inspiring fall 2019 commencement speaker, the Honorable Julianna Stratton, Lieutenant Governor of Illinois. I am proud to lead Chicago State forward and we have a lot more to come, because together Chicago State is unstoppable.

This concluded the President's Report

Academic and Student Affairs

Dr. Miriam Mobley-Smith called Dr. Leslie Roundtree to give the Academic and Student Affairs Update.

Demonstrates the multiple activities that are students in fact we have engaged in since our last meeting but today

I'd like to discuss with you briefly an update on the student government Association and the election of a board of trustee member and then present the resolution student has moved forward with National Student Government Association and they are currently reviewing our constitution and assisting us with creating a constitution that is very clear on the role of Student Government and advocacy they perform within this institution. We have recruited student members for multiple committees however the Board of Trustees member is an elected position.

We finally have identified three students who are willing to serve on our Board of Election and we have also identified a faculty member who is willing to lead that effort to set up the election as well as carry it through to process. Our goal was to have a member for this meeting we were unable to achieve that. We were pleased with the students at the last town hall meeting we got a few more members to agree to sit on the process. We believe that we will be able to come back in January and start that process we do have a couple of students who actually identified that they're interested in for running for office ,so we do believe by your next meeting that you will have a student trustee in place. Hopefully by February we will then have a constitution that we can take back to the students for approval and then move forward with the membership.

Approval of the Strategic Plan Resolution

This has been a process that has involved the entire campus as well as a group that has been working with the MGT Consulting Group. We would like to acknowledge the hard work members of that

committee, as well as co-chairs Dr. Mundo Garcia and Dr. Sandra Kareem. The committee completed a SWAT analysis as well as an environmental scan using a lot of the information that has been collected over the last year regarding the current state of the University. Then we conducted a survey for students, staff, faculty and administration regarding the mission, vision and values as well as the priorities for the goals. We have come up with a set of goals that we think can lead to objectives that we believe can start us on our path in a new direction. We're asking the board to approve the mission, vision, and values as well as goals and objectives. Then our next step will be to put in place the implementation plan, that plan will identify all the performance indicators and the timelines as well as the people who will be primarily responsible. It will allow us to then move it down through the rest of the University so that we have a working and living plan.

Chair Zopp inquired if the plan is for 5 years (until 2025) because it was not written in the plan only in the resolution. Dr. Roundtree explained it can be corrected.

#### Motion to approve the Strategic Plan Resolution

The motion passed as follows: All Ayes

Dr. Latrice Eggleston Williams was called to give the Enrollment Management update.

You all received updated report for enrollment management regarding our current registration numbers as well as our initial admission final report. Just to give you an update regarding the Fall 2019 Open Houses, we actually had a total number of 116 participants that attended the December 7th Open House, which was a 43% response rate for those who had registered. We missed 28 walk-ins in the original counts in the report update. As of today's date we are 1% down from where we were last year in terms of our Spring registration headcount and that equals about 10 students. The number of students in our undergraduate count actually is where we have lost a few students we're still registering. Just a reminder registration open November 18<sup>th</sup>. Lastly, we are up in the number of students admitted for the Fall 2020 term that are transfer students by 36%, we are down in our freshmen admitted students by about 41% it's about 115 student difference. We are now working to contact the students who have applied for admission and we are working with the enrollment specialist team to contact those students who have applied to get them to enroll and commit to CSU.

Trustee Mobley Smith asked admission, enrollment, and recruitment activities are planned for the Spring? Dr. Eggleston Williams responded that we are doing two open houses, one for all students and one for transfer/graduate students. We are also doing some small programming with each of the colleges with all of the admitted students and those students who have completed an application will be invited for specified days with each college. Trustee Mobley Smith asked about the interest in program the dual enrollment program? Dr. Eggleston Williams explained that our goal last year was to have 25 students and we got 58, the goal is to double that number. President Scott explained that the goal is 100 and to supplement Dr. Eggleston Williams report we are also doing a large amount of recruiting at our Chicago community colleges. We have a dedicated recruiter who goes there once a week with an advisor who can review transcripts, so we can really advise students on the pathway. Dean Collins has spend a lot of time at Olive Harvey recruiting for the College of Business, the College of Education has indicated interest in doing on sight recruitment as well, and we are working on our relationships in that regard. Chair Zopp asked what is being done to fix enrollment numbers since we the numbers are down

in all categories and what the problems was? If you look at the first page of your enrollment document, at freshmen or transfers, the percent difference compared to 2019 were down in all categories, some significantly so that's not a good trend. I'm trying to understand what happened, we had been going up and this year we went way down I'm trying to understand why? Dr. Eggleston Williams responded that we have been working to rectify an issue with our CRM system that was launched in July, the system is not fully functioning to the capacity that we needed to function. We're having to do a little bit of double work to make sure that applications that are in our CRM are pushed are pushed into the banner system which is our ERP. We have the enrollment specialist working a little bit overtime to contact students particularly for missing documents because we have a lot of incomplete applications. Chair Zopp stated the challenge versus last year is that we rolled out a new system that's not doing what we needed to do. Dr. Eggleston Williams explained the CRM system was not implemented correctly, the issue is being resolved now, and we estimated that it will be finished by mid-February. Chair Zopp inquire about what the goal is for admitted students? Dr. Eggleston Williams stated that our goal is 1,000 students; this past year we had 877 students new admitted students (freshman and transfer). Chair Zopp explained that it is impossible if we only have 700 applications and we don't get the system fixed. Dr. Latrice Eggleston Williams stated that there are 400 applications that have not been pushed into banner and are not in her report; she has not been updated on the status as of yet. At this point we are back tracking to get those applications into the system for processing; we have around 1,200 applications total.

This concluded the Academic and Student Affairs Committee Update.

President Scott called Kevin Triskett, Special Assistant to the Executive Director of the President to give the Foundation Update in Darrious Hilmon's absence.

I'm excited to be here to report on the Foundation's activity and progress over the past three months. Our work is grounded in our FY20 Strategic Plan and the Foundation team continues to deliver on its promise to work in excellence and integrity to achieve our ambitious goals. In the most recent quarter our work transitioned from internal infrastructure to external fund development in partnership with key constituents including and especially our CTC/CSU Alumni Association. The foundation has worked with CSU Deans and Staff finalize detailed program information forms and true cost budgets that now represent the menu of support opportunities being presented to potential funders. The Foundation also works in partnership with the university's Provost, Chief Financial Officer and the President's Office to develop the Student Success Initiative an intentional suite of cognitive and non-cognitive programs and supports to drive college readiness student scholar success from application to graduation. The Foundation began conversations with perspective funding partners specifically around the Student Success Initiatives most notably the Circle of Service Foundation, the Joyce Foundation and Crown family philanthropies. One of the two of the foundations one of whom chooses turning remain anonymous invited us to submit funding proposals for \$150,000 each. Both proposals have been submitted and we anticipate answers on the full proposals in the new year, but in the meantime we're awarded \$25,000 as a starter grant to begin work on the Student Success Initiatives immediately additional funding proposals have been submitted to AT&T and Comcast in partnership with Chicago State University. The Foundation continues to steward relationships with current partners including Exelon, Comed, the Ratner family who's funding our new childcare center and Walgreens. The Foundation has initiated discussions with funding and programmatic partner prospects including Federal Home Loan Bank, Northern Trust, Wells Fargo, CDW, the Black Alliance of College and Employers, and UCAN, as well as the National Kidney Foundation. Sponsor packets for a 1st Gen scholarship gala or send some more than 150

corporate partners and potential sponsors. The gala will take place Saturday, May 9<sup>th</sup>, 2020 at the Hyatt Regency McCormick Place. Hyatt agreed to be a presenting sponsor of the gala pledging cash and in kind support of more than \$50,000. President Scott and our Executive Director Darrious Hilmon are also scheduled to meet with John Roback, President of Greeley Hanson to discuss him serving as a gala co-chair Greeley Hanson serving as a co-presenting sponsor. Honorary co-chairs for 1<sup>st</sup> Gen scholarship gala will be Chicago State Foundation Board Chair Angelique David and her husband Jerry Richmond as well as Board Chair Zopp and her husband Bill Zopp. The highlight of the evening will be the Presentation of the 2020 Cougar Servant Leadership Award which will be presented to Chicago State Foundation board member and Brownsville icon Peggy Montez. As the president mentioned in her remarks on Tuesday, December 3<sup>rd</sup>, the Foundation launched its 2019 Annual E-Appeals to more than 12,000 alumni, faculty, staff and active donors, while letters were mailed to more than 21,000 contacts. Chicago State Foundation Board Members also sent personalized letters under their signatures to additional 180 contacts. The appeal will be active through the end of this year and we look forward to sharing full performance details with you in the new year. Working in concert with our CTC/CSU Alumni Association and share their board Dr. Bob Simon. We continue to reengage in reignite the collective power of our great alumni. November 13<sup>th</sup> the foundation hosted the first CTC/CSU Alumni Association Awards reception in 3 years. Eight distinguished CTC and CSU alums were recognized for their outstanding contributions to their communities and their fields. Nearly 100 guests attended the reception right here on campus in the Cordell Student Union Building. The feedback the Foundation received from the guests and Alumni Association board of directors on the venue, program and the overall event experience was overwhelmingly positive. We also held an Alumni Holiday mixer hosted by Chicago State Board member, Leslie Anderson Rutland at BMO Harris Bank.

This concluded the Foundation Update.

President Scott announced that today is the first day for our new Athletic Director, Elliott Charles. President Scott called Elliott Charles to say a few words.

My name is Elliott Charles coming to Chicago State from Clemson University it's my pleasure and honor to have this blessed opportunity to be here. It's quite the homecoming for me for me since my wife is from the South Suburbs, graduate of Thornwood High School and my parents reside in the Western Suburbs. Thank you and I look forward to building with you and entering into a great opportunity here. Thank you.

Chair Zopp called Larry Owens to present the Financial Affairs Update . Larry Owens presented the Financial Affairs Update in Ginger Ostro's absence.

I am sitting in for Ginger Ostro, the CFO, who is ill today. I believe that you have in your packet received the Preliminary Financial Report for the first quarter of Fiscal Year 20 that shows our activity and our balance sheet for the time period July 1, 2019 through September 30<sup>th</sup>, 2019. At this point in time I'd like to see if you have any questions or comments regarding the report. Chair Zopp inquired if there was anything he wanted to highlight in the report? Mr. Owens stated that under the State Appropriations amount, since it comes when we will it at different rates we were a little behind at the point in time subsequent to 9/30 we have billed an additional seven million, which has come in at the end of December. So we are on track will all of our State Appropriations for Fiscal Year 20.

This concluded the Financial Affairs Report

## 10. Public Comment

Chair Zopp asked Bonnie Phillips to call speakers who have signed up for the meeting.

Lynnetta Thomas, Student

I want to speak on their Enrollment, I'm one of the 10% who they haven't enrolled for the 2020 year. It's mainly because I don't know what to do now. I have a one of my classes that's my next class, I had to be removed from it. The department said that they can't take him out of the Department because the school doesn't have money for another instructor to teach that class. He has had many complaints over the years since he's made so now they gave me the only option is to go to Kennedy King to take the class or wait and hopefully the school has money when it's my senior year. I can't take the class and I needed for my degree so I've decided to switch majors all around.

Chair Zopp referred the Student to Ryan Green to follow up with the issue regarding the instructor and her scheduling issues.

Frank Horton

President of the Chicago State Educators, who are we the Chicago state educators will former Chicago State alums and most of us are in education then we retired we decided we want to give back to Chicago State because Chicago State was good to us. We're from the old school on 69th and Stewart. You should have a pack about fund raising activities we currently have 7 students here on scholarship, supported through our fundraiser we have every year at the DuSable Museum yearly. We admitted 4 new freshman last year, and we give the scholarship based on the amount of money we raise. We have been very fortunate to be able to give at least two per year but last year we were able to give four. All of the students have done very well and two of the graduated and are nurses working in the Hospital. Most of us are principles but we are lucky enough to have one person who now is still working and is the CEO of Chicago Public Schools Mrs. McDade. Thank you for your work and congratulations on your position. You will be getting info about our fundraiser in January.

Dr. Valerie Goss

I teach chemistry here, I'm in the Department of Chemistry, Physics and Engineering studies. I'm also an alumni Department of Chemistry, so I am a Chemist. I interact daily all the time with our students in off campus activities, in research activities and in the classroom. I want talk with you today about to see if you can consider supporting the union here at Chicago State University. I'm representing UPI this is the University Professionals Illinois and I'm one of the members of that Union. Right now we are working and we are working with the administration so that we can obtain a fair contract. We are the last of those in the State of Illinois to receive the contract. I'm not perfect nobody is perfect, but we know that there's no excuse for us to not put forward our best efforts. Our faculty are working very hard and we are in need of a fair contract we also know that each Board of Trustees has the opportunity to make decisions to make changes that will change the face of Chicago State University and also the culture of our University. Each board has this opportunity but we also know is that the prior Board of Trustees showed their confidence in our current President by awarding her a 13% raise. We also are asking you, the current Board of Trustees you have the ability to support us as well. You will see in just a moment that there's lots of folks who are supporting this effort you have the ability to help support the faculty and getting a fair contract. So, I'm asking you to send a signal to all of those that are within your reach

that you value the faculty. Send a signal to the students that they are worthy for us to help them in their educational enterprises and send a signal to all of us that you value the faculty's role in the future of Chicago State University. Thank you all for your support. We are presenting a Christmas card to the president and provost for all that they do.

7. Motion to Convene into Executive Session.

Motion passes as follows: All Ayes.

8. Motion to Reconvene into Open Session.

Motion passes as follows: All Ayes.

Chair Zopp stated that action took place in Executive Session that requires action in Open Session.

Chair Zopp called Atty. Kelly to present the Resolutions.

### **Action Items**

Approval of a Tax Exempt Charitable Organization for Innovation and Education.

Trustee McDade motion to approve Tax Exempt Charitable Organization for Innovation and Education resolution. Trustee Mobley Smith seconded the motion.

**The motion passed as follows:**

**4 Ayes and 1 Nay (Trustee Schneider)**

### **Final Read of the Governing Board Regulations and Procedures**

The final reading of the proposed changes to the Governing Board Regulations and Procedures Article 1 pursuant to Article 1, Section E, Subsection two of Chicago State University Board of Trustees Governing Board Regulations and Procedures. This serves as the 2nd and final reading for the proposed changes to those regulations. Specifically the Board is proposing changes to article 1 section C and section E the proposed changes are as follows: Article 1, Section C is changed by reducing the standing committees of the Board to finance and audit, civil service merit board, and CSU Foundation the revision also provides the Board the authority to establish ad hoc committees as needed. The purpose of this change is to promote efficiencies in the Boards work in compliance with the Illinois open meetings act the next changes to Article 1, Section E, Subsection 6 which is changed to clarify that the interpretations of the Governing Board Regulations and procedures shall be issued in writing at the Board's or at the President's requests by the University general counsel. This serves as the 2nd and final reading of the Board's proposed changes to the Governing Board Regulations and Procedures, the proposed revised regulations were made available by the Board of Trustees office and were distributed to the Faculty Senate, the appropriate employee and student organizations. Members of the faculty, staff and student body were invited to submit their views and comments on the proposed changes in writing to the President for distribution to the Board and those were considered the Board will seek to adopt the revised regulations at this board meeting.

**Trustee McDade motion to approve the Final Read of the Governing Board Regulations and Procedures. Trustee Schneider seconded the motion.**

**The motion passes as follows:**

**5 Ayes. 0 Nays**

#### **Appointment of Directors to the Board of the Chicago State Foundation**

Chicago State Foundation has nominated to the Board of Directors Jarrell Parker Sr. and Christina Steed as Directors to the Foundation. Darryl Parker is appointed to serve as a Director on Chicago State Foundation Board for an initial term not to exceed one year from date of appointment. Christina Steed is appointed to serve as a Director on the Chicago State Foundation Board for an initial term not to exceed 3 years from date appointment.

**Chair Zopp motion to approve the Appointment of Directors to the Board of the Chicago State Foundation Resolution. Trustee Clay seconded the motion.**

**The motion passes as follows: 5 Ayes 0 Nays**

#### **Approval of 2020 Meeting Dates**

The June date will be amended and when we come back in February. We will have a proposal for that date after the April date. All of the dates are on Mondays, February 10, 2020; April 20th 2020; August 24th 2020 (Board Retreat); Monday October 19<sup>th</sup>, 2020 an Monday, December 14<sup>th</sup>, 2020. Start times are 3 PM.

Trustee Schneider moved to approve the 2020 meeting dates. Trustee McDade seconded the motion. The motion passes as follows:

**5 Ayes 5 Nays**

Motion to approve the Minutes from September 16, 2019.

**Trustee Schneider moved to approve the September 16, 2019 minutes. Trustee McDade seconded the motion.**

**The motion passes as follows: 5 Ayes 0 Nays.**

#### **7. Adjournment**

Motion to adjourn the meeting. Trustee Mobley Smith moved to adjourn the meeting. Trustee Schneider seconded the motion.

**The motion passes as follows: 5 Ayes 0 Nays**

The December 16, 2019 Board of Trustees Meeting was adjourned.

