

CSU Board of Trustees
Virtual Full Board meeting
Open Session Minutes
Monday, December 14, 2020
3:00 p.m. – 4:59 p.m.

Board Members Present

Trustee Andrea Zopp, Chair
Trustee Mark Schneider, Secretary
Trustee Louis Carr
Trustee Brian Clay
Trustee Smart

Board Member Absent

Trustee McDade, Vice Chair

Others Present

President Zaldwaynaka (Z) Scott, Esq.
Robin Hawkins, Esq., Associate General Counsel and Ethics Officer
Dr. Leslie Roundtree, Provost and Senior Vice President
Dr. Devi Prasad V. Potluri, Dean, School of Graduate and Professional Studies
Dr. Andrea Welch, Vice President Enrollment Management
Craig Deutsch, Chief Financial Officer and Vice President of Financial Operations
Darrious Hilmon, Executive Director of Chicago State Foundation
Jimell Byrd-Reno, Special Assistant to the President
Aspen Clemons, Deputy Chief of Staff to the President

1. Call to Order

Trustee Andrea Zopp called the meeting to order.
Chair Zopp made the following statement: Due to circumstances of the COVID-19 pandemic, and pursuant to Governor Pritzker's Executive Order, suspending the Open Meetings Act provisions relating to in-person attendance by members of a public body, the December 14, 2020 board retreat of the Chicago State University Board of Trustees is being conducted virtually and is hereby called 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. Approval of Agenda

Trustee Carr, stated he would like to request corrections on the agenda to remove the Food Service Resolution and to add a Resolution regarding Tuition Reduction for Subsequent Endorsements from the College of Education.
Roll call was held for approval of the agenda. The agenda was approved with corrections.

5. Public Comment

Chair Zopp made the following statement.

The Board will not hear presentations or entertain questions on the following topics: Issues under negotiation as part of the University's collective bargaining process, statements concerning the private activities, lifestyles, or beliefs of individuals employed by or associated with the University, grievances of individual students or employees or any personnel matters.

Chair Zopp asked Ms. Clemons to begin calling anyone who has signed up to speak. Ms. Clemons stated that no one signed up.

6. Action Items

Dr. Roundtree was called to present the resolution Regarding Waiver of Standardized Testing Requirement for Undergraduate and Graduate Admissions.

Dr. Roundtree stated based on COVID-19 provisions testing sites have closed and students are not able to test. The standardized testing requirement all over the state of Illinois is affected.

**Chair Zopp called for a motion to approve the resolution Regarding Waiver of Standardized Testing Requirement for Undergraduate and Graduate Admissions. Trustee Carr made the motion and Trustee Clay seconded the motion.
The motion passed as follows: Ayes 5 Nays 0**

Dr. Roundtree was called to present the resolution regarding Tuition Reduction for Subsequent Endorsements College of Education.

Dr. Roundtree stated that other endorsement program have this discount applied to them but this endorsement program was not included. This resolution will correct this by requesting to provide a 30% discount on tuition only to the program for Early Childhood Special Education endorsement.

**Chair Zopp called for a motion to approve the resolution Tuition Reduction for Subsequent Endorsements College of Education. Trustee Carr made the motion and Trustee Clay seconded the motion.
The motion passed as follows: Ayes 5 Nays 0**

Trustee Carr, Chair of the Finance and Audit committee called Craig Deutsch to present three resolutions to the Board.

Craig Deutsch presented the Spring 2021 Mandatory Fees Changes Resolution.

Craig Deutsch stated that the requested reduction of fees reflects the changes due to COVID-19, and wanted to align the fees with students moving to a remote learning environment. This resolution will reduce students' mandatory fees during the spring 2021 semester, which is the same recommendation from fall 2020 semester.

**Trustee Carr called for a motion to approve the resolution Spring 2021 Mandatory Fees Changes. Chair Zopp moved approval of the resolution and Trustee Schneider seconded the motion.
The motion passed as follows: Ayes 5 Nays 0**

Craig Deutsch presented the Final Payment for Emergency Temporary Boiler Service Resolution.

Craig Deutsch stated that the campus and residence hall experienced an emergency infrastructure mechanical failure in December 2016, which caused the university to secure temporary boilers. Through

the emergency procurement code, and with the approval of the Board at that time, the university secured Mechanical Anchor services to provide temporary boilers. Beginning in July 2020 and completing the work in January 2021, the permanent boilers installation will bring an end for the need for temporary boilers. This resolution will provide the final payment for emergency temporary boiler service.

Trustee Carr called for a motion to approve the Final Payment for Emergency Temporary Boiler Service Resolution. Trustee Schneider moved approval of the resolution and Chair Zopp seconded the motion.

The motion passed as follows: Ayes 5 Nays 0

Craig Deutsch presented the Target X Procurement Resolution.

Craig Deutsch explained the need for an amendment to contract for the Customer Management system, called Target X, which is used to process applications and as a retention tool for the university's admission department. The graduate admissions office is already using Target X and the desire to expand the use for undergraduate recruitment modules in Enrollment Management is the reason for the request.

Trustee Carr called for a motion to approve the Target X Procurement Resolution. Trustee Clay made the motion to approve the resolution. Chair Zopp seconded the motion.

The motion passes as follows: Ayes 5 Nays 0

7. Reports

President Scott highlighted the spring operating plan that was shared with the university community and created as a part of shared governance. CSU convened an Equity working group to focus on College going behavior among Black students. The Equity working group plans to release actionable recommendations by February with the Civic Alliance partnership. Chicago State College of Business will house the Equity Diversity and Inclusion certificate program to align with the needs of Diversity and Inclusion professionals. A shared governance exercise was conducted earlier this month and participants included Chair Zopp, Trustee McDade, faculty and staff.

Dr. Roundtree, Interim Provost and Vice President of Academic Affairs was called to present the Academic Affairs report highlighting faculty achievements that 139 students were brought in through the RISE Academy program, and that Commencement for spring, summer and fall graduates will be virtual on this Thursday. Dr. Roundtree also noted that 80% of classes were remote and 20% were on campus. Faculty have been productive during the remote environment bringing in \$12 million in grant monies.

Dr. Devi Prasad V. Potluri, Dean, School of Graduate and Professional Studies was called to discuss Graduate school enrollment. The Graduate school saw a 5% increase in fall enrollment. He is hoping for a slight increase in the spring and summer. International student visas were affected due to COVID-19 rules. For the first time, the Graduate school offered scholarships to students. Dr. Potluri shared that our student thesis work has been accessed and read around the world.

Dr. Welch, VP of Enrollment management was called to present the Enrollment Management Undergraduate Strategic Plan. The Strategic plan will cover the years 2020 – 2025 and focuses on four main goals: to increase undergraduate new student enrollment by 15%; strengthen the relationships with high schools, community colleges and industry; improve policies and processes; and improve the student experience.

Craig Deutsch, Chief Financial Officer and Vice President of Financial Operations was called to present the financial report which represented the first summary quarter report. Overall there was a net revenue

loss of 27% due to a reduction of student fees, housing, dining and auxiliary departments affected by COVID-19 and the changes that were made to adjust for campus closures and reductions. Overall spending is down 13% and includes a budgeted 4% reduction. The first quarter showed no travel expenses. We anticipate an increase in spending based on fall sports moving to the spring semester.

Kevin Triskett, Deputy Executive Director of Chicago State Foundation was called to present an update on the Foundation. The second quarter began with the First Generation Gala, which was a huge success. The funds raised at the gala will support the Rise Academy scholarship. Northern Trust, Relativity, and the Crown Family all committed funds to support our student success initiatives, Rise Academy scholarships and First Gen scholarships. The Foundation hosted with the Alumni council a well-received event, which included a conversation with President Scott. A Champion Mentor Program will begin with industry support. The Foundation also collaborated with the Athletic department for a day of giving. The latest audit reported no findings. The Foundation also began a new gift-naming program to bring in additional funding.

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

Trustee Zopp moved to recess into Executive Session. Trustee Carr seconded the motion. The motion passed as follows: Ayes 5 Nays 0

9. Reconvene into Open Session

Trustee Zopp moved to reconvene into Open Session. Trustee Carr seconded the motion. The motion passed as follows: Ayes 5 Nays 0

Chair Zopp stated that the Board took action in executive session that required action in open session.

10. Action from executive session

Chair Zopp, called on Robin Hawkins, Associate Vice President and Associate General Counsel, to present the election of officers.

AGC Hawkins called for a motion to open the nominations for Chair of the Board of Trustees.

Trustee Clay made the motion. Trustee Schneider seconded the motion. The motion passed as follows: Ayes 5 Nays 0

AGC Hawkins asked if there are any nominations for Chair. Trustee Schneider nominated Trustee Zopp for Chair of the Board of Trustees.

AGC Hawkins called for a motion to close the nominations for Chair of the Board of Trustees.

Trustee Schneider moved to close the nominations for Chair of the Board of Trustees. Trustee Smart seconded the motion.

AGC Hawkins asked Ms. Clemons, to call the roll for the election of Andrea Zopp as Chair of the Board of Trustees. The motion passed as follows: Ayes 4 Nays 0.

AGC Hawkins stated that the nominated person does not vote for oneself but AGC Hawkins later clarified that the nominated person is allowed to vote for yourself, you cannot nominate yourself.

AGC Hawkins corrected the vote and the vote passed with 5 ayes and 0 nays, Trustee Andrea Zopp has been duly elected Chair of the Board of Trustees.

AGC Hawkins called for a motion to open the nominations for Vice Chair of the Board of Trustees.

Chair Zopp moved to open the nominations for Vice Chair of the Board of Trustees. Trustee Clay seconded the motion. The motion passed as follows: Ayes 5 Nays 0

AGC Hawkins asked if there are any nominations for Vice Chair. Chair Zopp nominated Trustee McDade for Vice Chair of the Board of Trustees.

AGC Hawkins called for a motion to close the nominations for Vice Chair of the Board of Trustees. Chair Zopp moved to close the nominations for Vice Chair of the Board of Trustees. Trustee Clay seconded the motion.

AGC Hawkins asked Ms. Clemons, to call the roll for the election of Trustee McDade as Vice Chair of the Board of Trustees. The motion passed as follows: Ayes 5 Nays 0. AGC Hawkins stated with 5 ayes and 0 nays, Trustee McDade has been duly elected Vice Chair of the Board of Trustees.

AGC Hawkins called for a motion to open the nominations for Secretary of the Board of Trustees.

Chair Zopp moved to open the nominations for Secretary of the Board of Trustees. Trustee Clay seconded the motion. The motion passed as follows: Ayes 5 Nays 0

AGC Hawkins asked if there are any nominations for Secretary. Chair Zopp nominated Trustee Schneider for Secretary of the Board of Trustees.

AGC Hawkins called for a motion to close the nominations for Secretary of the Board of Trustees. Chair Zopp moved to close the nominations for Secretary of the Board of Trustees. Trustee Carr seconded the motion.

AGC Hawkins asked Ms. Clemons, to call the roll for the election of Trustee Schneider as Secretary of the Board of Trustees. The motion passed as follows: Ayes 5 Nays 0. AGC Hawkins stated with 5 ayes and 0 nays, Trustee Mark Schneider has been duly elected Secretary of the Board of Trustees.

Chair Zopp made a motion to approve the 2021 meeting dates, listed on the agenda. Trustee Clay seconded the motion. The motion passed as follows: Ayes 5 Nays 0

Chair Zopp called for a motion to approve the Minutes Lawfully Closed Resolution.

Trustee Schneider called for the motion. Seconded by Trustee Clay. The motion passes as follows: Ayes 5 Nays 0

Chair Zopp called on Robin Hawkins, Associate Vice President and Associate General Counsel, to present the Surplus Real Estate Property Determination – Cottage Grove Properties Resolution.

Robin Hawkins stated that the university is requesting to sale the surplus property that is located miles away from the main campus. The three appraised properties are all located on Cottage Grove and no longer fit the mission of the university.

Chair Zopp called for a motion to approve the resolution Surplus Real Estate Property Determination. Trustee Schneider made the motion and Trustee Zopp seconded the motion. The motion passed as follows: Ayes 5 Nays 0

9. Chair Zopp recognized the newest member on the Board of Trustee, Trustee Smart was welcomed and thanked for her service.

Board Chair Zopp moved to adjourn the meeting. Trustee Carr seconded the motion.

The December 14, 2020 Board of Trustees meeting was adjourned.