

CSU Board of Trustees  
Virtual Special Board meeting  
Open Session Minutes  
Monday, March 1, 2021  
8:30 a.m. – 8:49 a.m.

**Board Members Present**

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

**Board Member Absent**

N/A

**Others Present**

President Zaldwaynaka (Z) Scott, Esq.  
Dr. Leslie Roundtree, Provost and Senior Vice President  
Dr. Andrea Welch, Vice President of Enrollment Management  
Michael Holmes, Vice President of Administrative Services  
Craig Duetsch, Chief Financial Officer and Vice President of Financial Operations  
Darrious Hilmon, Executive Director of Chicago State Foundation  
Walter Pryor, Esq., Vice President of Legal Affairs and General Counsel  
Jimell Byrd-Reno, Special Assistant to the President  
Kim Tran, 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 March 9, 2021 special board meeting 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**

Chair Zopp asked if there was a need to make corrections to the agenda. There was none. The agenda was approved.

**5. Public Comment**

Chair Zopp made the following statement.

At this time, we will hear public and employee comments. 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 Mrs. Reno to begin calling anyone who has signed up to speak. Mrs. Reno stated that no one signed up.

## **6. Approval of Previous Minutes**

Chair Zopp asked if there were any corrections to the December 14, 2020 Board meeting minutes. Since there are no corrections, a motion by Chair Zopp was made and seconded by Trustee Carr. Motion passed with all voting aye.

## **7. President's Remarks**

President Scott began by thanking all and stating as the COVID-19 pandemic continues, Chicago State remains vigilant and proactive. A group of cross-campus stakeholders, comprised of faculty, staff, and students, has begun meeting regularly to develop our Fall 2021 Operating plan. This past month, Dr. Christopher Botanga, moderated a conversation among students, physicians, faculty, and public health practitioners centered around the COVID-19 vaccine.

President Scott reported that the work of the statewide, cross-sector Equity Working Group for Black Student Access and Success in Illinois Higher Education, that Chicago State convened, has concluded and CSU is now moving into the next phase of implementation. She also noted that she was pleased to share that the Chicago State community successfully executed an array of interactive, virtual programming in honor of Black History Month.

On February 22nd, Chicago State was honored to host Governor Pritzker and the Illinois Legislative Black Caucus for the signing of the ILBC-led, landmark criminal justice reform bill. On February 23rd, President Scott was honored to give her third State of the University Address. She also noted that a recent economic impact study, conducted by an outside research firm, revealed that Chicago State contributes \$1.6 billion to the Illinois economy annually, supporting 17,525 jobs.

This concluded the President's Report to the Board.

## **8. Action Items**

Dr. Roundtree was called to present the Academic Affairs report. Highlights included a few Dual Enrollment High School students have enrolled this semester with the assistance of a Dual Enrollment Coordinator. We have fully implemented a Strategic planning process. The 10 year visit from the Regional Accreditation is upcoming in 2023 and five different criteria across the university will be evaluated, it will take two years to create the report needed and CSU has begun preparing.

Dr. Roundtree presented two resolutions regarding Professor Emeritus Status for Professors Mulugeta and Szyman.

Dr. Roundtree stated that Professor Mulugeta is retiring from the department of Geography and Professor Szyman is retiring from the Department of PE. Both have been strong contributors to Chicago State. Based on strong department recommendations and an extensive record of contributions, it was recommended to approve this resolution for Professor Emeritus.

**Chair Zopp called for a motion to approve the resolutions for Professor Emeritus Status for Mulugeta and Szyman. Trustee McDade made the motion and Trustee Carr seconded the motion.**

**The motion passed as follows: Ayes 6 Nays 0**

Student Trustee Smart gave a report highlighting the Student Government Association elections, a Dual Enrollment student is now a Freshman student, an LSAT student organization was created, a student led townhall was conducted and based on the issues presented – solutions have been provided and some are in the works. The report was submitted for information.

Dr. Andrea Welch presented the enrollment report stating that there was a 7% decline in undergraduate students but graduate school saw a 18% increase in enrollment. The COVID-19 pandemic has contributed to the decline. The unit has completed working on the five-year strategic plan that is closely related to the university Strategic plan. The team is also updating the transcript process with the National Clearinghouse organization, to make the request process electronic and also working on scholarship opportunities for transfer students and the focus is to assist with recruitment.

Michael Holmes presented the Capital Development Board project report. Currently, there are 11 active capital projects that are managed by the Capital Development Board, with a combined state funding total of \$65M dollars. All of the projects will greatly impact our efforts to improve the campus infrastructure, enhance the campus safety, and improve the educational experience of our students.

Michael Holmes presented the resolution for Campus Waste Disposal Contract with Republic Services.

Michael Holmes stated that the requested resolution will cover the campus waste disposal with a 10-year contract not to exceed roughly \$755,506. Allied Waste during business under the name Republic Services will begin serviced after the date of April 1, 2021.

**Trustee Zopp called for a motion to approve the resolution for Campus Waste Disposal Contract with Republic Services. Chair Carr so moved approval of the resolution and Trustee Clay seconded the motion.**

**The motion passed as follows: Ayes 6 Nays 0**

Chair Zopp stated that Trustee Carr is the Chair for the Finance and Audit committee and will preside over the Financial reporting that is presented to the full Board. Due to Chair Carr computer issues, Chicago State Foundation was asked to present first.

Darrious Hilmon shared that there was an anonymous donation of \$300,000 provided to use towards Cougar Commitment and Rise Academy and the same donor also gave \$25,000 towards the Equity Working Group convened by Chicago State University. Other donations were received and most notable was \$25,000 raised by the Alumni. CSF is working to increase support from corporations to assist in mentoring our students which are a part of the Champion Mentor program which supports the Rise Academy students. Newly distributed Alumni newsletter Cougar Country has been receiving great feedback. There's a new series promoted on CSF YouTube, 5 Questions to name a few. A Major Donor campaign has been launched.

Trustee Carr called for the Financial report and two resolutions to be presented by Craig Duetsch.

Craig Duetsch presented the Financial Affairs report, with a highlight in increased controls to manage spending. COVID-19 has caused a decrease in the usage of benefit days. There are about four years left on the Bonds owed. Overall, revenue is down 5% based on decrease in enrollment and other auxiliary services. There has been a high increase in the Equipment and Book spending category due to the

purchases of laptops due to the pandemic and the move to remote work and learning. The budget process for FY22 is beginning now.

Mr. Duetsch presented the resolution for the Food Service Contract.

He also stated that on April 10, 2020, the University terminated the contract with its campus food service vendor. An emergency replacement was contracted and commenced the contract on April 13, 2020. The vendor provided services through the remainder of the semester. The University contracted with two separate vendors to provide the food service through summer and fall while an RFP process was completed. He requested authorization from the Board of Trustees to establish a contractual relationship with H&B Catering to begin services on April 1, 2021.

**Trustee Carr called for a motion to approve the resolution for a Food Service Contract. Trustee McDade so moved approval of the resolution and Chair Zopp seconded the motion. The motion passed as follows: Ayes 6 Nays 0**

Mr. Duetsch presented the resolution for a Lobbyist Contract.

He stated that the University has an agreement to support its efforts related to federal legislation and federal government relationships. The current vendor is the law firm of Husch Blackwell LLP ("Husch"). Our relationship with the law firm ends on February 28, 2021. Chicago State University wishes to continue its relationship with Husch. Chicago State University intends to formalize an agreement with Husch under the approved IPHEC (Illinois Public Higher Education Cooperative) award. The term of the agreement will commence in early March 2021 upon approval of the University and Husch, with the option for 12-month renewals available through December 31, 2024 exercised at CSU's sole and exclusion discretion. He requested authorization from the Board of Trustees to continue the contractual relationship with Husch to begin in early March 2021 upon signature of the agreement by the University and Husch. Chair Zopp noted that the Board will request that the renewal to be annual with a presentation to the Board instead of allowing it to be automatic. An amendment to change the language in the resolution will be made.

**Chair Zopp called for a motion to approve the resolution for a Lobbyist Contract with Husch Blackwell be approved through 2021 with a four year contract with annual renewal approvals by the Board. Chair Zopp moved approval of the resolution and Trustee Carr seconded the motion. The motion passed as follows: Ayes 6 Nays 0**

Mr. Duetsch presented information regarding the Voluntary Retirement Incentive Program (VRIP). He noted that in line with other universities across the nation, Chicago State University (CSU) is introducing a voluntary retirement option for eligible employees. The Voluntary Retirement Incentive Program (VRIP) is designed to provide a financial incentive to eligible employees who voluntarily elect to retire from CSU. Employees must retire by August 31, 2021. The purpose is to afford employees who wish to retire an opportunity to do so with some financial assistance and to allow some measure of staffing flexibility for CSU. To be eligible employees must be employed full time and eligible for retirement per the SURs regulations.

Each employee who separates from CSU in accordance with the VRIP will receive a lump-sum payment equal to 16 weeks of the employee's annual base salary as of July 1, 2020 or the start of their FY2021 appointment. The Program is voluntary. Approximately 80 faculty and 100 staff are eligible to retire. An

important part of FY22 budget is to evaluate which positions will not have to get filled to reduce the budget spend.

Chair Zopp called for a motion to adjourn the meeting, with an unanimous vote of Aye.  
The March 1, 2021 Board of Trustees meeting was adjourned at 4:13 pm.