

CSU Board of Trustees  
Virtual Board meeting  
Open Session Minutes  
Monday, September 12, 2022  
3:05 p.m. – 5:23 p.m.

**Board Members Present**

Trustee Andrea Zopp, Chair  
Trustee Mark Schneider, Vice-Chair  
Trustee Brian Clay  
Trustee Angelique David, Secretary  
Trustee Essence Smart  
Trustee Cory Thames  
Trustee Cheryl Watkins

**Board Members Absent:**

Trustee Jason Quiara

**Others Present**

President Zaldwaynaka (Z) Scott, Esq.  
Teresa Bates, Executive Director of Board Relations  
Jason L. Carter, General Counsel, Chief Compliance Officer & VP of Legal Affairs  
Craig Deutsch, Chief Financial Officer, and Vice President of Financial Operations  
Dr. Leslie Roundtree, Interim Provost & Senior Vice President of Academic Affairs  
William Swila, Interim V.P. Enrollment Management  
Kim Tran, Chief of Staff

**1. Call to Order**

Chair Andrea Zopp called the meeting to order. The Board met virtually pursuant to Public Act 101-0640 and the Governor's Disaster Proclamation dated August 19, 2022, and Section 7(e) of the Open Meetings Act.

**2. Roll Call**

A quorum was verified, and roll call was taken. Chair Zopp welcomed Melanie Sillas, Executive Director of the Chicago State Foundation.

**3. Verification of Meeting Notice**

The meeting notice was posted as mandated by the Illinois Open Meetings Act, in the following physical locations: the Student Union building, Library, Cook Administration building and online.

**4. Approval of Agenda**

Chair Zopp asked if there was a need to make corrections to the agenda. There was one amendment, there would be no Faculty Tenure Recommendation. Chair Zopp asked for a motion to approve the corrected agenda. Trustee Mark Schneider moved to accept the corrected agenda. Trustee Cory Thames seconded the motion. Motion was approved.

## 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, beliefs of individuals employed by or associated with the University; grievances of individual students or employees or any personnel matters.”

Comments were limited to 2 minutes.

Chair Zopp asked Ms. Bates to begin calling anyone who signed up to speak. Ms. Bates stated there were no public comments.

## 6. Approval of Minutes

Chair Zopp moved to approve the minutes from the June 27, 2022, meeting. Trustee Angelique David seconded the motion.

*Trustee Clay -Yes*  
*Trustee David-Yes*  
*Trustee Schneider -Yes*  
*Trustee Smart-Yes*  
*Trustee Thames-Yes*  
*Trustee Watkins-Yes*  
*Trustee Zopp -Yes*

The motion passed unanimously: Ayes 7 Nays 0

Chair Zopp asked to approve the minutes from the August 2, 2021 Board Meeting and Retreat. Trustee Mark Schneider moved to approve the minutes. Trustee Brian Clay 2<sup>nd</sup> the motion.

*Trustee Clay -Yes*  
*Trustee Schneider-Yes*  
*Trustee Zopp- Yes*

Trustee Clay, Schneider and Zopp were the only Board members in attendance during the August 2, 2021 meeting. The motion passed unanimously: Ayes 3 Nays 0

## 7. President’s Remarks

President Scott stated the academic year was off to a successful start. Chicago State University had their back to school parade. Students, student athletes and the marching band participated.

Representative Elgie Sims Jr. also attended the parade.

President Scott highlighted the Higher Learning Commission (HLC) visit in February 2023. Chicago State University is preparing for a successful visit. She also introduced the new Athletic Director Dr. Monique Carroll. Dr. Carroll gave a few remarks.

President Scott updated the board on the visit from Ambassador Linda Thames Greenfield who talked with the students about careers in diplomacy. CSU received a visit from the Director of Science for the U.S. Department of Energy Dr. Asmeret Asefaw Berhe. CSU is included in a \$66M grant awarded to 3 major metropolitan areas to student the impact of climate change.

President Scott updated the Board on the 1stGen Scholarship Gala and asked all trustees to attend.

President Scott concluded her report in reiterating how important it is for the Board of Trustees to show support at Chicago State University activities.

## 8. **Board Reports**

### *Academic Affairs*

Chair Zopp called on Dr. Leslie Roundtree, Interim Provost, to give the Academic Affairs report.

Dr. Roundtree gave an overview of the HLC visit and how the accreditation works. She talked about the sanction in 2017 but the university was returned to full accreditation in November of 2017. The Board of Trustees responsibilities will mostly be in Criteria 2-Integrity: Ethical and Responsible Conduct.

The university secured a consultant to review the evidence and the formal report. He will also assist with campus preparation. The university also joined the Assessment Academy to revise and ensure a solid assessment culture.

The plan is to file the assurance and federal compliance report in December prior to the holiday.

Dr. Roundtree described the role of the trustees stating the mission & strategic plan familiarity is critical.

*The Board asked when the trustees will get information or the report? Dr. Roundtree stated they will send past reports and criteria so the board can become familiar. They hope to get a draft to the Board in October.*

### *Finance and Audit Report*

As Chair of the Finance and Audit Committee, Trustee Schneider called on Craig Duetsch, Chief Financial Officer, and Vice President of Financial Operations to present one resolution.

Mr. Duetsch presented the resolution to approve the FY2023 Final Operating Budget and Spending Plan.

**Chair Schneider called for a motion to approve the resolution for the FY2023 Final Operating Budget and Spending Plan. Trustee Andrea Zopp moved to approve the resolution. Trustee Angelique David seconded the Motion.**

*Trustee Clay -Yes*  
*Trustee David-Yes*  
*Trustee Schneider -Yes*  
*Trustee Smart-Yes*  
*Trustee Thames-Yes*  
*Trustee Watkins-Yes*  
*Trustee Zopp -Yes*

**The motion passed unanimously: Ayes 7 Nays 0**

The Finance and Audit Report ended, and the meeting was turned over to Chair Andrea Zopp.

### ***Administrative Services***

Chair Zopp called on Michael Holmes, Vice President of Administrative Services to present the Administrative Services report. Mr Holmes discussed the status of four campus construction projects. The projects were the Repair HVAC and Pool renovation in the campus classroom and fitness facility, the light pole replacement campus-wide, upgrade to parking lots, roads and walkaways and campus elevators. The parking lots were due to start on Monday September 12<sup>th</sup> but will start later that week. Mr. Holmes also reported on the official campus residence. Needed repairs included Tree trimming, replacement of water line piping and the replacement of the existing kitchen sink.

**Mr. Holmes presented a resolution to receive a structural assessment of the Presidential Residence and to perform the needed repairs to the residence.**

**Chair Zopp called for a motion to approve the resolution regarding the official residence repairs and structural assessment. Trustee Cory Thames moved to approve the resolution, Trustee Brian Clay seconded the motion.**

*Trustee Clay -Yes*  
*Trustee David-Yes*  
*Trustee Schneider -Yes*  
*Trustee Smart-Yes*  
*Trustee Thames-Yes*  
*Trustee Watkins-Yes*  
*Trustee Zopp -Yes*

**The motion passed unanimously: Ayes 7 Nays 0**

### ***Enrollment Management Report***

Chair Zopp asked Kim Tran to present the Enrollment Report. Mr. Tran gave updated enrollment figures for Fall 2022 and compared those figures to 2021. There continues to be challenges in national and institution-type enrollment.

Mr. Tran turned the report over to Mr. Swila to talk about the Fall 2023 enrollment strategy. Mr. Swila presented on the Fall 2023 enrollment strategy which includes

- An initial goals of 2455 total students representing a 3.5% increase over the final fall enrollment figure.
- 250 new freshmen and 250 new transfers
- Continuing high school and community college visits
- Updates in technology and leveraging student data

### ***Chicago State Foundation Report***

Chair Zopp called on Melanie Sillas to present on the Chicago State Foundation. Ms. Sillas reported on

- the Foundation’s plan for donor engagement
- the engagement of the Board of Directors
- current Foundation partnerships and partnerships in the pipeline

She also reported that CSU Foundation chair Christina Steed is hosting and producing a new show on CAN-TV called “For the Culture with Christina Steed”. She also reported on the 1stGen Scholarship Gala on Friday September 30, 2022. The goal is to raise \$450K.

**Chair Zopp then asked for a motion to move into Executive Session. Trustee Schneider moved to move into Executive Session. Trustee Watkins seconded the motion**

*Trustee Clay -Yes*

*Trustee David-Yes*

*Trustee Schneider -Yes*

*Trustee Smart-Yes*

*Trustee Thames-Yes*

*Trustee Watkins-Yes*

*Trustee Zopp -Yes*

**The motion passed unanimously: Ayes 7 Nays 0**

**Return to Open Session**

**Chair Zopp called for a motion to move into Open session. Trustee Schneider made the motion and Trustee Thames seconded the motion.**

*Trustee Clay -Yes*

*Trustee David-Yes*

*Trustee Schneider -Yes*  
*Trustee Smart-Yes*  
*Trustee Thames-Yes*  
*Trustee Watkins-Yes*  
*Trustee Zopp -Yes*

**The motion passed unanimously: Ayes 7 Nays 0**

Chair Zopp discussed the President's Evaluation. The Board believes President Scott is doing a wonderful job. President Scott has reached her goals most notably:

- During COVID-19 kept students and staff safe
- Built relationship with high schools, colleges, and HBCUs
- Continues to work on enrollment
- Federal, State, and Local officials visited Chicago State University
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President Scott has worked tirelessly on behalf of the University.

Chair Zopp moved that President Scott receive her full \$50K bonus. Trustee David seconded the motion.

*Trustee Clay -Yes*  
*Trustee David-Yes*  
*Trustee Schneider -Yes*  
*Trustee Smart-Yes*  
*Trustee Thames-Yes*  
*Trustee Watkins-Yes*  
*Trustee Zopp -Yes*

**The motion passed unanimously: Ayes 7 Nays 0**

**Chair Zopp called for a motion to adjourn the meeting. Trustee Schneider moved to adjourn the meeting; Trustee Watkins seconded the motion.**

*Trustee Clay -Yes*  
*Trustee David-Yes*  
*Trustee Schneider -Yes*  
*Trustee Smart-Yes*  
*Trustee Thames-Yes*  
*Trustee Watkins-Yes*  
*Trustee Zopp -Yes*

The June 27,2022, Board of Trustees meeting adjourned at 5:23 p.m.