

Chicago State University
Board of Trustees
Academic and Student Affairs Committee Meeting Minutes
Academic Library – Auditorium, Room 415
September 23, 2011
8:37 a.m. – 9:35 a.m.

Board Members Present

Trustee Betsy Hill, Chairman
Trustee Gary Rozier
Trustee Julie Samuels
Trustee David Anderson, Student Representative

Board Members Not Present

Trustee Zaldwaynaka “Z” Scott
Trustee Lisa Morrison Butler
Trustee Rev. Leon Finney, Ph.D.
Trustee Rev. Richard Tolliver, Ph.D.

Others Present

Mr. Wayne Watson, Ph.D., President
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs
Dr. Paul Musial, Faculty Member of the Mathematics & Computer Science Department
Dr. Leslie Roundtree, Co-Chair for Occupational Therapy
Dr. Steinhaus, Chair, Early Childhood & Bilingual Education Department
Dr. Sandra Westbrooks, Provost and Senior Vice President for Academic Affairs
Ms. Altricia Wheeler, Administrative Assistant
Dr. Erma Brooks Williams, Associate to the President for the Board of Trustees and Governmental Affairs

1. Call to Order

Trustee Hill 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. Action Item

a. **Approval of Previous Meeting Minutes**

Trustee Samuels moved to approve the previous meeting minutes. Trustee Anderson seconded the motion. The motion passed as follows:

Ayes: 4

Nays: 0

5. Information Items

a. Academic and Student Affairs Update

1. General Studies Degree Update

Dr. Westbrooks informed the Trustees of changes that have occurred with the Board of Governors (BOG) Program, including a name change to General Studies Degree. The Board of Governors Program is one of the largest degree programs at the University with over 800 majors. It is a non traditional program that does not require a minor and gives credits for work/career experience. CSU is the last of the five Universities (Governors State, Eastern, Western, and Northeastern) to change the name to General Studies Degree, which has been vetted by the IBHE and is recognized nationally. Dr. Westbrooks informed the Trustees

that a review of the program was prompted after a scheduled Academic Review two years ago where a subsequent review was recommended, which occurred this spring term. During that time, there were discussions about bringing more rigor to the program. Even with the implementation of the criteria, some inconsistencies were found in the program. Potential employers, current employers and graduates did not understand what a BOG degree entailed. Students have been informed of the review and were given the following options.

1. They must complete their current program within two years.
2. Or they can transfer to another degree program, with some modifications in their program.

Dr. Westbrooks also noted the following:

- No freshmen will be admitted (an ACT is not required).
- 120 credit hours is required for graduation.
- A foreign language is not required.
- A minor is required.
- A concentration is being evaluated by a committee.

Dr. Watson commended Dr. Westbrooks for taking us into this direction. He also noted the following:

1. The intent is to raise the standards, add more rigor to the program, and to ensure students are academically prepared.
2. This is a restructuring, decentralizing power to the various colleges. Deans will have additional responsibilities.
3. Personnel cost will be reduced.

The University wants to ensure that job opportunities will be available in the marketplace for these degrees.

b. Higher Learning Commission (HLC) Accreditation Update

Dr. Paul Musial reported the following:

The Steering Committee's new location is Rm. 302 in the Academic Library. This room will also be used for the visiting team in 2012. Documents, personnel and technical support will be provided to the team.

Dr. Bernard Rowan, Chair, Political Science, attended the HLC forum on Pathways and the New Criteria on September 19, 2011. Pathways is a way of making sure institutions submit regular reports. Dr. Musial also informed the Trustees that Dr. Rowan will report back at the next meeting. Each Criteria Committee has submitted reports, which the HLC has been critiquing and providing feedback to each committee. There will be several rounds before reports are submitted to the HLC.

HLC is working with the Strategic Planning Committee to move forward with writing the report.

The committee is also meeting with students to see how HLC Accreditation could be marketed. Two thousand copies of Noel-Levitz Student Satisfaction Survey were purchased to compare 2002 results. He also noted that the University is participating in the National Survey of Student Engagement. The University is waiting on HLC to announce the date for the comprehensive visit, possibly the end of 2012. The second draft of the Criterion reports is due November 1, 2011

c. Child Care Center Update

Dr. Steinhaus reported that a survey is being developed to assess the child care needs of students. The survey will be placed on CSU-Express. It will be mandatory before a student can register.

Two additional child care partnership sites were added increasing the total number of slots to 61, which doubles the slots for the center based child care. Employment opportunities as well as internships or mentorships are being explored at these sites for our students.

Action Item

a. **Tenure Status Recommendation**

Dr. Sandra Westbrooks recommended Dr. Miriam Mobley Smith, Interim Dean for College of Pharmacy, for tenure status. Dr. Miriam Mobley Smith has met all the criteria.

Trustee Samuels moved to approve Dr. Miriam Mobley Smith for tenure. Trustee Rozier seconded the motion. The motion passed as follows:

Ayes: 3
Nays: 0

b. Professor Emeritus Status Recommendation

Dr. Westbrook recommended Mr. Robert Meeker, Professor of Library and Instructional Services, be awarded the status of Professor Emeritus.

Trustee Samuels moved to approve Mr. Robert Meeker for Professor Emeritus status. Trustee Rozier seconded the motion. The motion passed as follows:

Ayes: 3

Nays: 0

d. Enrollment and Retention Update

Ms. Angela Henderson provided a report on organizational changes for the enrollment team, personnel changes, updated enrollment figures, retention and graduate data, and financial aid.

Changes:

Office of Career and Planning moved to Human Resources, effective 9/1/11, which connects Human Resources with Career Development.

Graduate Admissions Office will consolidate with Undergraduate Admissions Office.

Personnel Changes:

Ms. Sheree Sidney – Associate Vice President for Enrollment Management

Dr. Teresa McKinney – Dean of Student Affairs (9/1/11 start date)

Ms. Sabrina Land – Director, Marketing and Communications

Ms. Deborah Douglas – Director of Public Relations and Communication

Mr. William Sanders – Research Coordinator

Vacant – Director of Institutional Research

Enrollment Retention and Graduate Rates Update

Last year's enrollment projection for fall 2011 was an increase of 4%. The projection was changed to a decrease of 5% related to changes in Financial Aid regulations and the Academic Dismissal Policy, 700 or 800 students were affected by these changes which make up a 6.9% decrease.

Approximately 55% of fall 2010 cohort returned fall 2011. From fall 2009 cohort it was approximately 62% based on the academic dismissal numbers.

The graduation rate increased to 20.9%, which was a 50% increase.

Financial Aid Update

Data is being reviewed relative to the 449 students reported in the local newspaper. A report will be shared with the board.

6. Other Matters

a. Public and Employees Comments

There were no public and employee comments.

7. Adjournment

Trustee Rozier moved to adjourn the meeting. Trustee Anderson seconded the motion. The motion passed as follows:

Ayes: 4

Nays: 0

The meeting adjourned at 9:35 a.m.