

Chicago State University  
Board of Trustees  
Academic and Student Affairs Committee Meeting Minutes  
Academic Library – Auditorium, Room 415  
March 9, 2012  
8:35 a.m. – 9:41 a.m.

Board Members Present

Trustee James T. Joyce, Chairman  
Trustee Gary Rozier  
Trustee Zaldwaynaka “Z” Scott  
Trustee Anthony Young

Board Members Not Present

Trustee Lisa Morrison Butler  
Trustee Adam Stanley  
Trustee David Anderson, Student Representative

Others Present

Mr. Wayne Watson, Ph.D., President  
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs  
Mr. Matthew Harris, Director of Admissions  
Ms. Angela Henderson, VP for Enrollment and Retention  
Dr. Teresa McKinney, Dean of Student Affairs  
Dr. Gebeyehu Mulugeta, Faculty Member of the Geography, Economics & Social Sciences Department  
Ms. Bonnie Phillips, Administrative Assistant  
Dr. Leslie Roundtree, Co-Chair for Occupational Therapy  
Dr. Juanita Sharpe, Chair, Biology  
Dr. Sandra Westbrooks, Provost and Senior Vice President for Academic Affairs  
Dr. Erma Brooks Williams, Associate to the President for the Board of Trustees and Governmental Affairs

1. Call to Order

Trustee Joyce 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 Joyce noted that the previous minutes would be tabled.**

5. Information Items

a. Academic and Student Affairs Update

Dr. Westbrooks informed the Board that effective the end of March 2012, the Provost Webpage will give users access to the Office of Academic Affairs Board of Trustees Reports.

Dr. Westbrooks provided an update on accreditation for the various degree programs. The Bachelor’s of Music Education Program will be eliminated due to low enrollment. The Psychology program’s accreditation was extended until 2018. The College of Business received its reaffirmation letter in January 2012. The College of Education accreditation visit is scheduled for March 18, 2012. The College of

Pharmacy accreditation self-study visit is April 15 – 16. The Nursing program pass rate of 95% surpassed both the national and state requirements. Occupational Therapy pass rate of an average of 70% for 2009-2011 was achieved. The Health Information Administration program pass rate was not achieved, only 25% of students passed. The national norm is 75%. The faculty is currently working on an action plan to address this situation.

Dr. Westbrook reported that the Learning Assistance Center has increased the number of tutors and has added Saturday, Sunday and evening hours. The Center for Teaching and Research Excellence has received \$300,000 dollars from the University Budget Committee.

Dr. Westbrook noted, that per the Faculty Senate Board of Trustees Report, communication has improved, however there was a breakdown in communicating the computer usage policy, which has been addressed. She also reported that she attended the last Faculty Senate meeting.

1. Dr. Leslie Roundtree reported on the Strategic Plan. She noted that feedback has been received from all constituents and it was overwhelmingly positive. The final plan will be presented at the May 11, 2012 meeting.
2. Higher Learning Commission (HLC) Accreditation Update  
Dr. Gebeyehu Mulugeta reported on the progress to enhance the general education and program assessment for the HLC visit in November 2012. He also reported on the status of the Comprehensive Self-Study. The mock visit has been scheduled for August 27 & 28 and team members for the visit have been confirmed.

b. Enrollment and Retention Update

Ms. Angela Henderson presented an update on CSU's enrollment, retention, and graduation data. She noted the changes in enrollment from last spring; new Students decreased by 13%, overall headcount decreased by 13%, full-time equivalents decreased by 11%. There are 901 less students this spring term compared to the 2011 spring term. She noted that the 12-week term was successful, enrolling over 230 students. Ms. Henderson stated that these numbers are directly related to strategic decisions that were made this spring to manage the enrollment, ensure academic rigor, make certain that the 2008 admission criteria is being followed, and help to ensure overall success for CSU students. The ACT of 15% has been reaffirmed.

Ms. Henderson noted that in anticipation of opening the Westside Campus, the recruitment plan is focusing on high schools on Chicago's west and south sides and the southwest suburbs.

The Dean of Freshman Experience position is vacant.

Dean Teresa McKinney presented an overview of the Student Affairs Department and highlighted both the strategic goals and enrollment and retention strategy. She also noted the launch of the Women's Research Center, which is scheduled to open this term.

*Ms. Phillips will send a copy of the presentation to Trustees via email. Ms. Henderson will send the video of the Thurgood Marshall presentation to Trustees.*

6. Other Matters

a. Public and Employee Comments

No public and Employee Comments

7. Adjournment

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

**Ayes: 4**  
**Nays: 0**

The meeting adjourned at 9:41 a.m.