

Chicago State University  
Board of Trustees  
Academic and Student Affairs Committee Meeting Minutes  
Academic Library – Auditorium, Room 415  
May 11, 2012  
11:35 a.m. – 12:10 p.m.

Board Members Present

Trustee Gary Rozier, Chairman  
Trustee Zaldwaynaka “Z” Scott  
Trustee Anthony Young

Board Members Not Present

Trustee Lisa Morrison Butler  
Trustee James T. Joyce  
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  
Ms. Victoria Guzzo, Assistant Director of Marketing and Communications  
Ms. Sabrina Land, Director of Marketing and Communications  
Dr. Paul Musial, 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 Rozier 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 Young moved to approve the previous meeting minutes. Trustee Scott seconded the motion. The motion passed as follows:**

**Ayes: 3**

**Nays: 0**

5. Information Items

1. Academic and Student Affairs Update

1. Action Items

a. **Tenure Recommendations**

Dr. Sandra Westbrooks reported that nine faculty members were being recommended for tenure status. She stated that all have met the prerequisites, including teaching, research and service for the University. Dr. Westbrooks described the criteria for tenure status.

**Trustee Young moved to approve Joyce Owens Anderson, Elizabeth Arnott-Hill, Mousa Ayyash, Sarah Buck, Gayle Porter, William Raynovich, Felix Rivas, Byung-In Seo, and Chyrese Wolf for tenure status. Trustee Scott seconded the motion. The motion passed as follows:**

**Ayes: 3**  
**Nays: 0**

**b. Denial of Tenure Recommendation**

Dr. Westbrooks explained that **Angelique Jackson, Ed.D, Kathy Rosa Ed.D., and Carol A Schultz, Ed.D** did not meet the requirements for tenure status and were denied. Each has submitted a letter of resignation.

**Trustee Young moved to deny Angelique Jackson, Kathy Rosa and Carol A Schultz for tenure status. Trustee Scott seconded the motion. The motion passed as follows:**

**Ayes: 3**  
**Nays: 0**

*Trustee Young asked if we were operating under rules for tenure that were established in the year 2000?*

Dr. Westbrooks explained that each time there is a new faculty contract the Department Application Criteria (DAC) is established, which are the rules for determining retention and promotion, including tenure. We are currently operating under the rules that were established in 2000. She notes that a new contract has been approved and the new DAC is currently being developed and will be approved under Dr. Watson. Dr. Westbrooks noted that input on the DAC is due from the faculty by May 15, 2012. President Watson noted that the level of research, grantmanship, and engagement with students will be considered.

**c. Professor Emeritus Status Recommendation**

Dr. Westbrooks explained the process of choosing a Professor for Emeritus Status. Dr. Westbrooks recommended that Dr. Lisa Pesavento, Professor of Physical Education and Associate Dean, Retired, receive the status of professor emeritus. Dr. Watson commented on Dr. Pesavento's accomplishments.

**Trustee Scott moved to confer Professor Emeritus Status to Dr. Lisa Pesavento. Trustee Young seconded the motion. The motion passed as follows:**

**Ayes: 3**  
**Nays: 0**

Dr. Westbrooks requested that tenure be delayed and extended for another year due to medical reasons for Dr. Camisha Jackson.

2. Dr. Leslie Roundtree and Dr. Juanita Sharp presented the final report on the planning process for the Strategic Plan noting that the skeletal goals and objectives were approved in the December 9<sup>th</sup> Board of Trustees meeting. The plan had to be presented to the community for feedback as well as get measures for the objectives and the response from the community (students, faculty, alumni, community members and staff) was an overall 88% positive response. The Westside Campus has been added to the Strategic Plan as a specific objective under goal 5 and safety was added to the wording of objective 3 of goal 5. The next step is the implementation stage, which will be steered by CSU Chief of Staff, Dr. Napoleon Moses.

*Trustee Rozier asked Dr. Sharpe to recap the revisions that were made at the recommendation of the Board. Dr. Sharpe reported that the Board had two major recommendations, which have been addressed.*

- 1. Trustee Young noted that the Westside Campus was not a part of the Strategic Plan.*
- 2. Measures were needed for some of the objectives.*

*Dr. Sharpe reported that both of these recommendations have been addressed and have been incorporated into the Strategic Plan*

*Trustee Scott asked Dr. Sharpe what was the timeframe for the implementation stage for the Strategic Plan. Dr. Sharpe stated that it is 3 to 5 years.*

3. Higher Learning Commission (HLC) Accreditation Update

Dr. Paul Musial reported on the HLC process and noted that the HLC visit is November 12, 13, and 14.. 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. He noted the way the HLC visit will be marketed to the university community. Dr. Musial gave an update on the consultants (Ms. Susan Hatfield and Ms. Susan Murphy). They concentrated on getting CSU to the point where our students learning outcomes were tight and on criteria 3 and 4. He reported that the full edit of document and will be turned over to graphic department on July 1, 2012.

b. Enrollment and Retention Update

Ms. Henderson introduced Ms. Sabrina Land and Ms. Victoria Guzzo who presented the “We Live It” campaign. She also noted that this campaign provides materials that will remind the campus community that we live our mission, our vision, and our core values everyday in all the things that we do.

Ms. Sabrina Land and Ms. Vicky Guzzo presented the “We Live It” campaign. The objective of the campaign is to promote the HLC re-accreditation visit in November 2012. The campaign ties into the University’s mission and core values and that it help to engage the campus community. The campaign targets students, faculty, staff, legislators, trustees, and the surrounding communities. Ms. Land noted that students, faculty and staff can nominate someone (from the university community) who lives the core values and mission of CSU. President Watson noted that this is a major internal campaign.

*Trustee Rozier noted that on the campaign materials, the name of the University (Chicago State University) needs to be prominent; he noted that Chicago State University is the Brand.*

*Ms. Henderson reported that the campaign materials have been changed to reflect Trustee Rozier and Trustee Scott’s recommendation.*

Ms. Henderson noted that faculty, staff, and students service on the marketing team, which meet monthly or as needed when there are new campaigns and their input is very valuable. There is a sub-committee of the HLC Steering Committee working to ensure that the campaign represent the entire university community.

Ms. Henderson introduced the following student government leaders and TRIO students who shared their major, service and what honors they have received. She noted that students have received honors and have interned at the White House and served as a student trustee. The Student Government Association sponsored both the first ever Employer Appreciation Day and Student Appreciation Day.

*Ms. Jasmine Branch, College of Nursing (TRIO) Honors Student*

*Ms. Sheryl, Marketing and Management, Vice President, Student Government Association*

*Ms. College of Education,(TRIO) President, Student Government Association*

*Ms. Nakaji Mitchell, Senior, International Marketing, Senator, Student Government Association*

*Ms. Ebony Blair, College of Education, (TRIO) IBHE Representative for Student Government Association (TRIO) Honors Student*

*Mr. Ashton Valentine, College of Education, (TRIO) Vice President Student Government Association*

*Trustee Rozier stated on behalf of the Board of Trustees their appreciation of the students.*

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: 3**

**Nays: 0**

The meeting adjourned at 12:10 p.m.