

Chicago State University (CSU)  
Board of Trustees  
Full Board Meeting Minutes  
Academic Library – Auditorium, Room 415  
March 4, 2016  
8:39 a.m. – 1:58 p.m.

Board Members Present

Trustee Anthony L. Young, Chairman  
Trustee James T. Joyce, Vice Chairman  
Trustee Michael Curtin, Secretary  
Trustee Marshall Hatch  
Trustee Spencer Leak, Sr.  
Trustee Horace Smith  
Trustee Nikki Zollar

Board Members Not Present

Student Trustee Jourdan Facen

Others Present

Mr. Thomas T. Calhoun, Ph.D., President  
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs  
Dr. Paula Carney, Associate Provost, Graduate and Professional Studies  
Dr. Carol Cortilet-Albrecht, Vice President of Enrollment Management  
Mr. Monique Horton, Interim Director of Physical Facilities-Planning & Management  
Mr. Cecil Lucy, Interim Vice President of Administration and Finance  
Ms. Bonnie Phillips, Office of Board of Trustees  
Dr. Bernard Rowan, Associate Provost and Contract Administrator

1. Call to Order

Trustee Young 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.

Trustee Leak stated that the university is in a crisis. He stated that there have been many strategies enlisted to save our university. Trustee Leak stated that this crisis is a trend that is threatening the history of CSU as well as the welfare of our students, faculty and staff. Trustee Leak asked if there would be any objection to starting the meeting off with a prayer. Hearing none, Trustee Leak started the meeting with a prayer.

**4. Action Item**

**a. Approval of Previous Meeting Minutes – December 10, 2015 Board Meeting and February 4, 2016 Special Board Meeting.**

**Trustee Leak moved to approve the previous (December 10, 2015 Board Meeting and February 4, 2016 Special Board Meeting) meeting minutes. Trustee Joyce seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

Trustee Leak leads a prayer.

**5. President's Report**

Dr. Calhoun stated as a new President he has been engaged in many "get-to-know-you" exercises, including but not limited to; holding various meeting with stakeholders (inside and outside of the CSU) and press conferences alerting the public about the plight of CSU. He has also made sure that the message concerning the future of CSU remains encouraging.

Dr. Calhoun spoke about his vision for CSU and stated that CSU has a bright future. He spoke about his goals and ideas for shoring up and growing enrollment, advancement efforts and CSU's 150<sup>th</sup> Year Celebration.

Dr. Calhoun stated that he believes in ensuring that every CSU student and employee feels valued for his or her dedication and hard work. He stated that he has meet many wonderful members of the CSU community and thanked everyone for going out of their way to help him make as smooth a transition as possible.

Dr. Calhoun stated that he is proud to be the President of CSU and is up for the challenge in these trying times. Dr. Calhoun stated that in spite of the budget situation the future of CSU is strong.

**6. Human Resources' Report**

Dr. Renee Mitchell gave an update on Human Resources.

Chairman Young stated that frequently in the press, we hear that CSU has a high ratio of administrators to students and that it is highest in the state. The number of administrators laid off was 205 and that number divided into the total number of students comes close to the number reported in the press. Can you please explain this number?

Dr. Mitchell replied that the Illinois Board of Higher Education (IBHE) defines administrators as vice presidents, vice chancellors, chancellors and directors that are over departments. In addition, the State University Civil Service System dictates the titles for civil service and administrators. In FY2014, FY2013, FY2012, and FY2011 the

data submitted by CSU to the IBHE, which included all five levels of administrators was incorrect. In the five levels of administrators, only the numbers from levels one, two, and a partial amount of three should have been submitted. Level 1 includes only five individuals (the president and vice-presidents). Level 2 includes approximately 20 individuals (deans and vice presidents). Level 3 includes a few directors that are over departments.

Dr. Mitchell stated that although, there are individuals with director title only directors that are over departments should be included in the number sent to the IBHE. The cumulative amount of levels 1, 2, and 3 (partial) gives you a ratio of 1:65 as oppose to the one reported in the press of 1:17.7.

Chairman Young asked if the correct number could be published?

Dr. Mitchell replied that the IER (Institutional Effectiveness and Research) has submitted the correction to the data.

Chairman Young commended Dr. Mitchell and her staff for the excellent job they did in getting the layoff/termination notice out to approximately 900 people in a short span of time.

## 7. Reports

### a. Academic and Student Affairs

Trustee Joyce presided over the meeting.

#### 1. Information Items

##### a. Academic Affairs Update

Dr. Bernard Rowan and Dr. Paula Carney gave an update on Academic Affairs.

Dr. Carney reported the following:

The third quarter of this academic year focused on excellence, rebranding, and repositioning the Division of Academic Affairs in the changing climate of higher education. Faculty, staff, and students are working on a number of initiatives to support collaborative and successful change and moving towards a new funding model for the University.

The University Accreditation Steering Committee (UASC) is meeting weekly to complete the University's Assurance Report for the Higher Learning Commission. There are seven committees working diligently to address the criterion and prepare for a visit in fall 2016.

The Office of the First Year Experience has seen an increase in the re-enrollment rate of first-time full-time freshman from previous years. As of the ten-day

census, the enrollment rate for the 2015 cohort was 85%. This is the highest rate in more than five (5) years.

Graduate enrollment for spring 2016 increased over last spring by 47% for new admits and 13% in total credit hours. This is attributed to the enrollment of 103 new International students in the Master of Science (MS) in the Computer Science Program. There are over 400 students registered through the Office of International Programs. We are continuing to refine the onboarding process for our graduate and professional students so that their experience is seamless, efficient, and worth while.

Students and faculty in the College of Pharmacy traveled to Haiti from January 31 through February 7<sup>th</sup>, 2016 to work in an orphanage and interact with locals who are in need of medical attention. Services to over 600 people were provided at this time.

Ms. Essence Jackson-Jones, Senior Art & Design major, artwork was featured on the Illinois Bureau of Higher Education Student Art Exhibition website.

Dr. Rowan stated that the Higher Learning Commission (HLC) would visit CSU on March 6, 2016 – March 8, 2016 and this is happening because CSU declared financial exigency. This visit is to ensure that CSU has the ability to continue operations and complete the semester under these unusual circumstances. Dr. Rowan stated that there would be sessions for faculty and staff participation.

President Calhoun stated that the HLC has required all Illinois Public Universities who are impacted by the budget impasse to step-up their reporting. President Calhoun stated that CSU is not being singled out by the HLC.

Dr. Rowan reported that through the (academic year (2015/2016) evaluation process and recommendations (according to the local 4100 agreement) a number of faculty have earned promotions, which have been approved by President Calhoun. Dr. Rowan stated that this process is competitive and rigorous and the faculty members who have earned promotions, Professional Advancement Increases and Research CUES are to be commended and recognized.

- Mr. Miquel Fernandez promoted to Full Professor, Early Childhood and Bilingual Education
- Dr. Thomas Kenemore promoted to Full Professor, Social Work
- Dr. Andrew Maselli promoted to Full Professor, Biological Sciences
- Dr. Mohammad Salahuddin promoted to Associate Professor, Criminal Justice
- Dr. Virginia Shen received Professional Advancement Increase
- Dr. Robert Szyman promoted to Full Professor, Physical Education

- Dr. Yashika Watkins promoted to Associate Professor, Health Studies
- Dr. April Bernard promoted to Associate Professor, Criminal Justice

Trustee Joyce congratulated the faculty members on their promotions and thanked them for their service.

b. Enrollment Management

Dr. Carol Cortilet-Albrecht presented the Enrollment Management update. Dr. Cortilet-Albrecht stated we are working very hard to ensure that CSU is an option and a choice in the community. She reported on spring enrollment successes including, increases in male students and non-citizen populations. She reported that applications (for the fall) are down by 17% over where they were last year at this time, however we have accepted 2% more students for the fall than we did last year at this time. There is a detailed analysis to look at how the things that have happened in terms of messaging about the university may have affected the applications that have been received at various times. Dr. Cortilet-Albrecht will provide the analysis to the Board next week. She reported the number of students that have accepted admission for the fall 2016 is 527. Dr. Cortilet-Albrecht reported that there were 23 recruitment events scheduled. Fall award letters have gone out to students. She also reported on the successful recruitment event at Marist High School.

Trustee Young asked how many current students might we lose in the fall and what is the strategy to minimize that number. Dr. Cortilet-Albrecht stated that the number is dependent on the message that is provided to the students. We will provide what the students want and that is proof that CSU will be here in the fall, some of the things we are doing includes opening summer and fall registration on April 11, 2016 and we will continue to aggressively engaged students.

Trustee Leak asked about CSU's plans to work with Chicago Public School (CPS) to increase enrollment in the fall. Dr. Cortilet-Albrecht stated that CSU is working with counselors and students at CPS to ensure students that have been admitted actually attend in the fall and to work with those who are trying to be admitted are admitted.

President Calhoun stated that the reality of retaining current students and getting new student is continuously recruiting each current and potential student.

b. Finance and Audit

Trustee Zollar presided over the meeting.

a. Administration and Financial Affairs Update

Mr. Cecil Lucy gave an overview of the University's cash position. He reported on the net cash in the bank and the unrestricted cash balance. Mr. Lucy reported on the budget crisis and the effect it is having on the university. He reported that the bad news is that without a state appropriation there have been challenges. For the next 90 days, we expect to receive some Pell monies and other student receivables. Mr. Lucy reported on the cash receivables and expenditures. We have a negative cash balance of \$5.5 million.

The month of May will be problematic from a cash prospective. Mr. Lucy stated that CSU has a financial problem. Last year at this time, we had a positive cash balance of \$15 million. However, during this same time last year we had state appropriation of \$40 million. The impact of not having received state appropriations is tremendous. He stated that cash is being managed on a daily basis, accounts receivable are being aggressively pursued, and cost is being controlled. Mr. Lucy stated that we are exploring all options to be able to continue to operate. Mr. Lucy stated that the month of May would be problematic financially.

Trustee Zollar stated that we are busy looking for ways to finance (private funding, loans, etc.) the operation of the University. Trustee Zollar introduced Ms. Toi Salter, (The University Foundation at Chicago State (TUFCS)) and reported that we, including TUFCS are continuously exploring way to find additional funds for the University. Trustee Zollar thanked the Students, Board of Trustees, President Calhoun, Staff, Community and Dr. Bionaz and the Faculty that went to Springfield many times on behalf of the University. She thanked Mr. Lucy, the Management Action Committee, and the University Advisory Committee for the outstanding work that has been done during this budget crisis.

Mr. Lucy reported the successful completion of both the compliance and financial audits. Findings are down for both the compliance and financial audits from the previous year.

### **1. Action Item**

Mr. Lucy presented the resolutions.

Chairman Young asked if the resolution was for five years. Mr. Lucy stated that it is a five-year contract, with a renewal for another 5-year period. Mr. Cage stated that it is subject to receiving state appropriations each of the five years.

#### **a. Campus-Wide Dining Service Resolution**

**Trustee Young moved to approve the Campus-Wide Dining Service Resolution Trustee Smith seconded the motion. The motion passed as follows:**

**Ayes: 7**

**Nays: 0**

c. Facilities Update

1. Information Item

Trustee Smith presided over the meeting.

Ms. Monique Horton recognized and thanked Wayne T. Mosley, Grounds Foreman, Linda Confer, Plumber and Leonard Peterson, Acting Assistant Chief Engineer.

Ms. Horton gave an update on various facilities projects, including the Jones Convocation Center Roof Project, Tunnel Project and Electrical Upgrade Project. Ms. Horton reported on the effect the budget crisis is having on various facilities projects. She stated that the current state of the Higher Education budget is on hold, the Physical Facilities Planning and Management department has endured considerable challenges during FY2016 along with the rest of the CSU campus community. She reported that there has been a 3% cost reduction on the University's Trash Contract. Ms. Horton reported on various green initiatives, including recycling and the elimination of the usage of certain paper products.

Trustee Zollar thanked Ms. Horton and her staff for the outstanding work done during this budget crisis.

Trustee Smith asked if Ms. Horton if the budget impasse affected the facilities department. Ms. Horton stated that the department has reduced spending to only conducting repairs as needed. Many of the planned repairs and annual preventive maintenance services have been put on hold. Ms. Horton stated that most repairs have been emergency repairs to keep the campus vital services up and running.

d. Legislative and Human Resources Update

1. Information Item

Trustee Leak presided over the meeting.

Mr. Tom Wogan reported on the budget crisis and the effect it is having on the campus. He stated that we are now in the ninth month of this historic budget impasse. He reported on legislation that has been proposed regarding funding for public universities.

Mr. Wogan reported that the Governor publically says he wants to support higher education but has attached the promise of support to a series of non-budget related reforms that the legislative leaders have so far rejected.

Mr. Wogan stated that the university has taken steps to alleviate tension among faculty, students and staff in regards to the effect the budget impasse is having on CSU. President Calhoun recently held meetings with faculty, staff and students to explain where we are in the process and to answer as many questions as possible.

Mr. Wogan stated that legislation approving funding for MAP grants passed both the House and Senate. The governor has said he will veto this bill because the state spending is out of balance with revenues. The bill did not receive enough votes in the House to over-ride a veto should the Governor stick to his position.

Mr. Wogan stated that he did not believe that public universities would be given borrowing authority by the General Assembly.

Trustee Zollar asked who the legislators are that vote present on bills or are absent that effect CSU and what is the effort to apply pressure. Mr. Wogan stated that we are applying pressure via the lobbyist, and through grass roots efforts. Mr. Wogan stated that the legislators in the House are Representatives Dunkin, Drury and Franks. A conversation was held concerning ways to reach those legislators that are voting against funding for CSU.

Trustee Hatch asked if the other public universities are having this conversation regarding the budget impasse. Mr. Wogan said that he is having conversations with his peers at the other public universities and they are concerned and beginning to place pressure on their legislators. President Calhoun stated that the Public University Presidents meet weekly to discuss the budget impasse. He noted that they are starting to get more concerned.

e. Foundation Board Report

Trustee Smith gave an update on the Foundation Board. He recognized Ms. Toi Salter a member of TCSUF who will be meeting with the CSU Board of Trustees in closed session.

f. Civil Service Merit Board Update

Trustee Hatch gave an update on the Civil Service Merit Board. He reported that Mr. Jeff Brownfield is the new executive director.

8. Recess Into Executive Session Recess into Executive Session Pursuant to the Illinois Open Meetings Act

**Trustee Joyce moved to Recess into Executive Session. Trustee Hatch seconded the motion. The motion passed as follows:**

**Ayes: 7**

**Nays: 0**

9. Reconvene into Open Session

The Board took action in executive session that required action in open session.

Mr. Patrick Cage presented the Creation of a Management Action Committee and University Advisory Committee Amended Resolution.

**1. Action Item**

**a. Creation of a Management Action Committee and University Advisory Committee Amended Resolution**



The Creation of a Management Action Committee and University Advisory Committee Resolution is amended as follows:

**Number (2):** Creates the University Advisory Committee, composed of **an undergraduate and graduate student**; **a** civil service employee; an **administrator** and **a representative from** each of the following bodies: Faculty Senate; International Brotherhood of Electrical Workers Local 134; International Union of Operating Engineers, AFL-CIO, Local 399; Metropolitan Alliance of Police, Chapter 144; Metropolitan Alliance of Police, Chapter 297; Service Employees International Union C.T.W CLC, Local 73; Teamsters Local Union 700; Health Care, Professional, Technical, Office, Warehouse and Mail Order Employees Union, Local 743; and University Professional of Illinois, Local 4100. The University Advisory Committee will provide input to the Management Action Committee and will continue in operation at the discretion of the Board;

**Trustee Young moved to approve the Creation of a Management Action Committee and University Advisory Committee Amended Resolution. Trustee Zollar seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

10. Other Matters

a. Public and Employee Comments

Chairman Young stated that comments would be limited to two minutes. Three people signed up for public comment.

Mr. Gerald Chinn, alum of CSU stated that he has heard some things that were encouraging about the university.

Dr. Robert Bionaz reported on activities that the faculty and students are doing to bring awareness to the plight of CSU during the budget impasse. Dr. Bionaz stated that he has information that he can share regarding what is happening at the other universities.

Ms. Martha Meaders stated that she and her father are proud alum and only want the best for CSU. She welcomed Dr. Calhoun to CSU and expressed her concerns for CSU. She said that a way to increase enrollment is to recruit more senior citizens.

11. Adjournment

**Trustee Joyce moved to adjourn the meeting. Trustee Hatch seconded the motion. The motion passed as follows:**

**Ayes: 5**

**Nays: 0**

The meeting adjourned at 1:58 p.m.