Provost Council Minutes
May 20, 2009

Present: Sandra Westbrook, Debra King, Farhad Simyar, David Slatkin, Sylvia Gist, Cecilia Bowie, Adema Conteh, Rachel Lindsey, Larry McCrank, Delores Lipscomb, Richard Milo, Anitra Ward

Guests: Romi Lowe, Traci Stokes

Correction for May 6 minutes—8a. Announcements: TANF ..."We received $1000,000 and Ms. Lowe will disperse funds until they are gone.

1. May 6 minutes approved
2. Commencement: Last minute changes have been made in the script. There are no additional tickets. A limited number of caps and gowns will be available in JDC 102 for faculty and students. Students will begin lining up for their procession at 4:30 and will march into the convocation center at 5:55. Faculty and administrators will line up in the Convocation Center and march onto the main floor at 6:00 pm. The dissertation chair will “hood” the Ed. D. students. All persons who can give information to guests will have ID tags.

3. Enrollment Update: Summer enrollment is flat. For fall, total enrollment is up 66 students. In the University College, approximately 125 students have been admitted, and 100 have committed to attending Summer Bridge. Enrollment of transfer students has been consistent for the last three years. Ms. Lowe anticipates gaining valuable insight about transfer students’ reasons for transferring to Chicago State University (or not) from City Colleges Counselors on May 22.

4. Summer Bridge and University College: Dr. Lipscomb reported that three highly qualified candidates have been hired in her area to ensure that all students in the University College are served effectively.

5. Facilities Update: The campus has been beautified for the Commencement Ceremony. Light fixtures should be available next week. The new signage for Douglas Hall will also arrive within two to three weeks.

6. Traci Nesbit Stokes reported on new signage for the campus, inside and out. New signage will be installed in phases.

7. Non Traditional Degree Programs and Approved Policy: Robin Benny announced that the Faculty Senate recommended and the President and Provost approved a policy that mandates that transfer students may not be admitted to Chicago State University without a cumulative GPA of 2.0 on a four point scale from all institutions of higher education attended previous to matriculation at Chicago State University.

8. Dr. Westbrook extended kudos to those who got their budget requests to her, completed, with necessary documentation on time. It may be necessary to tap vacant faculty lines to cover the pay for the new staff members in Academic Support for two months. It should be replaced in the fall. The members of the council again expressed extreme dissatisfaction with Financial Affairs processes. Because these processes are opaque, processes and policies change without warning, and paperwork is lost in various offices such as purchasing and accounts payable, many problems occur. Fiscal officers in Academic Affairs are unfairly characterized as ineffective because of problems that are actually a result of inefficiencies in Financial Affairs offices. Dr. Westbrook suggested 1) that all make sure that all necessary documentation is included with vouchers and other
paperwork concerning travel or purchases, and 2) that the council recommend that at the beginning of the fiscal year after the budget is approved, all fiscal officers receive breakdowns of their budgets. In addition, Deans and other fiscal officers want access to personnel screens so they are able to see their entire budget.

9. Announcements: Dr. Conteah announces that Mr. Jalloh, an Ed. D. student, has been accepted to present part of his dissertation at the National Council of Professors of Educational Administration Conference. Dr. Ward circulated posters regarding the Summer Jobs program.