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Board of Trustees Meeting Minutes, March 18, 2005

Board of Trustees

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Governors State University

**Board of Trustees Meeting, March 18, 2005
Minutes**

The Board of Trustees meeting was held on Friday, March 18, 2005, in the Hall of Honors at Governors State University.

Call to Order

Chair Friefeld called the meeting to order at 9:10 a.m.

Roll Call

Roll Call was taken, and the following Trustees were present: Bruce Friefeld, Kristi DeLaurentiis, Jack Beaupre, Lorine Samuels, and Kathleen Field Orr. Trustee Bill McGee and Student Trustee Joy Farmer were absent.

Also present were: Stuart Fagan, Paul R. Keys, John Tuohy, Jim Britt, Alexis Kennedy, Colleen Rock Cawthon, Michael Wortham, Kathy Miller, and Maribeth Kasik.

Executive Session

Chair Friefeld requested a motion to move into Executive Session. Beaupre moved that the Board convene in Executive Session, as permitted under the "Open Meetings Act," to consider and discuss litigation. DeLaurentiis seconded the motion. The motion was approved by unanimous roll call vote. The general public was asked to leave the room, and the Trustees went into Executive Session at 9:15 a.m.

The Executive Session adjourned at 9:22 a.m. The general public was invited to return to the meeting.

New Business:

Approval of Minutes: Chair Friefeld requested a motion for the approval of the minutes of the December 13 and December 17, 2004 and the February 4, 2005 Board meetings. Field Orr moved that the minutes of the three meetings be approved. Samuels seconded the motion. The minutes were approved by unanimous voice vote.

Chair's Report

Chair Friefeld reported that he and President Fagan testified before the House Appropriation Committee for Higher Education, chaired by local state representative David Miller, on February 25. GSU's message was very clear: elementary and secondary education cannot be the state's priority while higher education is neglected. The lack of funding for higher education will impact the quality of the very same elementary and secondary education that the state seeks to enhance. The state must begin to view higher education as an investment in the future of Illinois. Unfortunately, when the need for college graduates is growing, many students are finding that a college degree is out of reach. In a report published by the National Center for Public Policy in Higher Education, which measures a family's ability to pay for college, state investment, need based financial aid, and student reliance on loans, Illinois' affordability "grade" has experienced a steady decline since 2000 when the state received an "A," to 2002 with a grade of "B," to 2004 with a grade of "D." It is important to make state government aware of how essential adequate funding for higher education and financial aid is to the future well being of the citizens of Illinois. An investment in higher education leads to teachers who are better educated to teach and to nurses and other

health professionals who are better able to meet the ever-changing needs of the state population. It is important that political leaders hear from GSU. Beaupre and DeLaurentiis attended a budget summit sponsored by Representatives Dugan and Halvorson. It is important that Trustees take an active role. GSU must not be viewed as a silent entity, but as an active and engaged partner both externally and internally. Internally, GSU is on solid ground. The President and his administrative team continue to manage the budget affairs of the University well. Chair Friefeld commended Lorraine Sibbet, Executive Director of Student Life, who carried on the commencement tradition established by Colleen Rock Cawthon, and all others who helped with the very successful winter commencement. The Trustees look forward to meeting with each of the Senates at retreats that will be scheduled.

President's Report

Dr. Fagan reported that the decline in credit hours has stopped. Given the financial pressures, however, it is not sufficient to have enrollment simply plateau. Increasing enrollment without compromising academic standards is a priority.

In January, Congressman Jesse Jackson, Jr. dedicated the playground at the Family Development Center (FDC). Through his intercession, GSU received a grant to purchase playground equipment and provide training. The Congressman will speak on campus on March 22. The Master of Public Administration Club arranged the visit. The club has brought other speakers to campus, including John Stroger and Emil Jones.

On February 15, the President and Provost went to Washington and met with Congressman Jackson and Senator Durbin. Congressman Jackson indicated that he would continue to support some early childhood education programs in the FDC. Senator Durbin stated that he would continue his support of the Adventure of the American Mind (AAM) program and that he would consider other projects as well. The President invited Senator Durbin to speak at the June commencement. While in Washington, the President and Provost also met with the staffs of Congressman Jerry Weller and Congresswoman Judy Biggert.

The Governor proposed that funding for public universities for FY06 be flat with FY05. The supplemental appropriations that GSU and a few other universities received in the last fiscal year are excluded from the proposal. As Chair Friefeld reported, he and the President testified before the House Appropriation Committee for Higher Education. GSU was the first to testify, so it could set the tone for the hearing. GSU made three requests. 1) Hold funding flat with last year, with no rescissions, special charges, or givebacks. 2) Approve the funding for the renovation of GSU science labs. The request was approved by the legislature, signed by the Governor, and approved by the Capital Development Board last year, but not funded. 3) Approve a request for supplemental appropriation of at least \$200,000 to invest in cohorts in education and nursing. GSU students will be involved in a lobby effort organized by the Illinois Board of Higher Education (IBHE). The President thanked Trustees Beaupre and DeLaurentiis for testifying at the hearing organized by Representative Dugan and Senator Halvorson. There will be another hearing, organized by Representative Scully, in March. GSU appropriations have been cut by 13.4 percent since FY02 and rescissions and covering the shortfall in health care costs have taken another million dollars a year. Costs have increased. Nonetheless, GSU remains focused. The Strategic Plan guides GSU, and some significant accomplishments have been realized.

The strategic plan calls for a commitment to demonstrable academic quality. Two recent site visits, that of the Association of Collegiate Business Schools and Programs (ACBSP) for the business programs and that of the National Association for Schools of Public Affairs and Administration (NASPAA) for the

public administration program, went very well. The President congratulated and thanked Dean Nowlin, the faculty and staff of the college, and Associate Provost Martin for their work in the accreditation efforts. The faculty rank system will go into effect fall 2005. The rank system is another example of demonstrable quality. Rank will make it easier to recruit and retain faculty and will facilitate accreditation. After a great deal of collaborative work, new division/department criteria have been established. The President acknowledged the work of Associate Provost Woodard, UPI Chapter President Katz, and Professor Wilkinson in finalizing the division/department criteria.

The strategic plan calls for GSU to be affordable and accessible. GSU has been conservative in raising tuition in order to assure its commitment. The tuition increase that will be presented is less than that of some other universities. Since undergraduate tuition is guaranteed for four years, the proposal amounts to an annual increase of 2.3% over the four years. GSU will remain the best value in higher education because of its low cost and its commitment to the highest standards of academic quality. In spring/summer, a new procedure will be implemented. That procedure requires that a student pay all tuition and fees by a certain date or make arrangements to pay or be awarded financial aid; otherwise, the registration is not complete and the student will be dropped from class. This procedure was adopted to discourage students from enrolling in a class and then dropping it after a class begins, thereby depriving some other student the opportunity to attend class. Some students have signed up for three or four classes, then drop one or two. Then it is too late for another student to register and attend the class.

The strategic plan calls for GSU to reach out to the region and the community. GSU continues to support effective outreach programs, such as Project HOPE, which works with Latino students; and Learning in Context, which works with children in Ford Heights. With the help of two grants, GSU is working with children in local schools to alert them to potential health risks, including HIV and obesity. Conferences and workshops are being organized to educate people on the issues of cultural disparities in the delivery of healthcare. GSU recently received a grant of \$25,000 from ComEd to fund an arts summer camp for children from Ford Heights and University Park, thanks to Frank Clark, who was the commencement speaker in January 2005.

The Strategic Plan has served GSU well. However, a number of external factors have changed: state support has declined, enrollment has not grown as anticipated, the political landscape has changed, demographics of the region have changed, and technology continues to advance. A number of steps have been taken to address the issues: GSU is developing online courses and programs, moving forward with a new telephone system, and exploring a new computing system. To address the issues in a systematic and disciplined way, the strategic plan will be reviewed in order to update it to confront the situation GSU faces. A University-wide committee, co-chaired by Professors David Curtis and Linda Buyer, has been appointed. The committee developed a preliminary report. The next step is to share it with the entire University community to get input from all constituencies, beginning with a presentation to the Trustees.

Committee Reports:

Executive Committee: Chair Friefeld stated that the Executive Committee had not met since December 17, 2004; therefore, there was no report.

Academic Program and Policy (APP) Committee: DeLaurentiis, chair of the committee, presented the committee report to the Board. The committee met on February 23. There were no action items. There was no Executive Session.

In committee, the Trustees discussed several information items. A number of business programs completed a recent site visit by the Association of Collegiate Business Schools and programs (ACBSP). The Master of Public Administration (MPA) program completed a site visit in the first week of March that was a follow up to a site visit that was concluded last year, when accreditation was given for one year. Four standards were not met at the time of the initial visit. The standards were: identifiable faculty, program administration, scope of influence, and faculty nucleus. The accrediting body requested a follow up report after a year. The program submitted the report in January 2005. The follow up site visit was completed the first week in March. All signs show that the site visit was favorable and that the issues were addressed. Accreditation review is an opportunity for various programs to ensure that they are of the highest quality and are meeting all the standards.

The committee was informed that the following faculty members were awarded sabbatical leaves in AY05-06: Anthony Andrews, Rashidah Muhammad, John Yunger, Sang-O Rhee, Linda Proudfit, and Beth Hansen Shaw. Congratulations to the awardees. Summaries of the sabbatical proposals were included in the APP agenda packets. Copies can be provided to anyone who is interested. The proposed revision to the Board Regulations regarding rank was presented in committee. The Trustees were given an update regarding the establishment of a grants office that Keys initiated. There are plans to move forward with the grants office to secure more outside funding for the University. This is extremely critical in the current budget climate. There was a report on the first winter GSU commencement, which was well attended. DeLaurentiis commended Lorraine Sibbet, who successfully managed commencement; Colleen Rock Cawthon, who helped establish the winter commencement; and all those who helped with commencement. At the request of APP, the deadline for submitting nominations for honorary degree candidates was extended, so that nomination forms could be sent to the Trustees and Foundation and other boards members. Samuels moved to accept the APP report. DeLaurentiis seconded the motion. The motion was approved by unanimous voice vote.

Finance and Budget Committee: Beaupre, chair of the committee, presented the committee report to the Board. The committee met on March 4. There was no Executive Session.

The committee reviewed and discussed several items, including tuition and fees, the external audit review, the Financial Aid Report, and the Governors proposed FY06 budget. The committee also discussed the facilities/health and safety report and the proposed change to Board Regulations regarding rank.

Resolution 05-27: FY06 Tuition Increase: Upon the recommendation of the President and the review and concurrence of the Finance and Budget Committee of the Board of Trustees, the Governors State University Board of Trustees approves a tuition increase effective with the Fall 2005 trimester. Undergraduate tuition for Illinois students who enrolled prior to Fall 2004 will increase from \$127.00 to \$136.00 per credit hour for the Fall trimester (7.1% increase). Undergraduate tuition for new Illinois students in Fall 2005 will increase from \$136.00 to \$149.00 per credit our (9.6% increase). Under Public Act 93-0228 (Truth in Tuition law), the tuition rate established for undergraduate students who are Illinois residents and are new to Governors State University beginning in the Fall 2004 trimester or thereafter will remain fixed at the tuition rate for those students at the time of their initial enrollment for twelve consecutive trimesters. Graduate tuition for all Illinois students, effective with the Fall 2005 trimester, will increase from \$143.00 to \$157.00 per credit hour (9.8% increase).

Resolution 05-28: Quarterly Finance Report: Upon the recommendation of the President and the review and concurrence of the Finance and Budget Committee of the Board of Trustees, the Governors State University Board of Trustees approves the January 31, 2005 Finance Report.

Beaupre moved to approve Resolutions 05-27 and 05-28. Field Orr seconded the motion. Beaupre stated that, holding to the attempt to make GSU one of the most accessible universities, the tuition increases are the lowest or next to the lowest in the state. President Fagan added that other universities increased undergraduate tuition as follows: U of I, 9.5%; Eastern, 9.5%; and Northeastern, 29%. In response to a question by DeLaurentiis, President Fagan stated that out-of-state tuition is greater than in-state for both undergraduates and graduates. DeLaurentiis proposed a friendly amendment to Resolution 05-27 to clarify that the increase in undergraduate and graduate tuition is for Illinois students and to have the resolution consistently state "Illinois students." Beaupre accepted the amendment. The motion, as amended, was approved by unanimous roll call vote.

Personnel Committee: Field Orr, chair of the committee, stated that the committee had not met since December 17, 2004; therefore, there was no report.

Institutional Advancement Report

Britt reported on the progress of his proposed plans for changing the infrastructure of the fund raising organization at the University, which included revamping of the bylaws and mission of the Alumni Association and Foundation and making significant changes in the organization of the Institutional Advancement Office staff. Britt distributed a Fundraising Report, which included data for "donations by appeal" and "donations by designation" for FY04 and for FY05 (to date). Donations from alumni during the phonathon increased, almost doubled, from FY04 to FY05. Also, about 1,900 alumni memberships were paid as a result of the membership drive. GSU has over 3,000 alumni contribute, which is about 11-12% of the total alumni base (about the national average for state universities). Another aspect of fund raising this year was the addition of the faculty/staff campaign. There was a 25% participation rate, which was an excellent response. The next step is to talk with individual Foundation Board members about making their gifts. Britt would also welcome gifts from the Trustees. All advisory boards will be encouraged to make commitments to GSU. That will complete the efforts to build a base within the University community. It is time to go out into the community to meet with individuals from business and companies that were previously identified. Britt, the President, and identified staff will make the visits. Deans and others have volunteered to participate in the visits. Event planning for FY06 has begun.

Student Senate President's Report

There was no report.

Faculty Senate President's Report

Kasik, Vice President of the Faculty Senate, reported that there was a successful meeting of the Illinois Board of Higher Education Faculty Advisory Council (IBHE FAC) hosted by GSU. Kasik appreciated the participation and support of President Fagan, Provost Keys, and their staffs. The IBHE FAC was very complimentary about the meeting. There has been discussion between the Provost's Office and the Senate regarding the establishment of a Task Force for Online Course Module Assessment/Evaluation of Best Practices. The Senate finalized agenda items for the annual BOT/Senate Retreat. The GSU Safety Committee was established, with Gary Lyon as chair. With the Civil Service Senate, the Faculty Senate jointly distributed a form letter regarding the recent retirement benefits challenges from the Governor's Office; the letter can be sent to legislators. Several revised policies were recommended by the Senate and submitted for approval.

Civil Service Senate President's Report

Kathy Miller, on behalf of the Senate, congratulated Chair Friefeld on his re-election as chairperson of the Merit Board. The Senate wishes him continued success as chair. Fundraisers for the quarter were: Civil Service Day Raffle and Split the Pot, \$379.00; "Blast from the Past" DVD sales; \$80.00 (special thanks to Mark Kundla who donated an additional 50 cents/DVD back to the Senate); Valentine carnation sale, \$166.00; and First Annual GSU Fly-In, \$73.00. Everyone had a wonderful time at the fly-in—a paper airplane contest. It was a great morale booster. The Civil Service Affairs Committee selected a new chair, Scott Smith, PPO; and a new Assistant Chair, Donna Finn, cashier. The committee plans events for the benefit of the Civil Service employees and fund raising events for scholarships. No one applied for the winter 05 scholarship. The Senates distributed a form letter regarding retirement benefits to all employees, so that they can send it to state legislators. The proposed changes to retirement benefits are a threat, not only to employees, but also to students. If GSU cannot attract top faculty, staff, and administrators with a good retirement package, it will only be able to attract second-rate employees—ultimately the students suffer. GSU needs to present a united front and encourage all employees to let their voices be heard. Addison Woodward invited Miller to accompany him on visits to local legislators. The Senate discussed plans to produce and distribute a Civil Service newsletter. The preliminary plans are to distribute the newsletter by email, each term. The final details are pending Senate approval. With the agreement of Gail Bradshaw, Director of Human Resources, the Senate will update the Civil Service Employee Handbook, which still references the Board of Governors System.

Other Business

Proposed Revision to Board Regulations (Faculty Rank)—First Reading: Chair Friefeld stated that in accordance with Article III of the Board's Governing policies, the President has recommended amendments to the Board regulations, Section II, A, 4 and Section II, B, 3e. These amendments reflect the new faculty rank system established in the GSU/UPI Agreement 2002-2006. The amendments are presented for a first reading and will be considered for adoption by the Board at a later meeting. Kennedy added that as part of the requirements, the changes will be distributed to the Senates for input.

Appointment of Committee Member: Chair Friefeld stated that a vacancy exists on the Finance and Budget Committee because of the resignation of Trustee Klein. Chair Friefeld nominated Field Orr to fill the vacancy and requested Board approval. Beaupre moved to approve the appointment of Field Orr to the Finance and Budget Committee of the Board of Trustees. DeLaurentiis seconded the motion. The motion was approved by unanimous voice vote.

Public Comment Period

Chair Friefeld stated that HB2580 requires GSU to set aside time at each open Board meeting for employees and members of the public to make comments, subject to reasonable constraints. Comments are limited to three minutes for each person. Katz, professor and UPI Chapter President, requested to speak.

Katz stated that the union would like to work together with the Senates on the pension bill. The proposed changes will not only hurt new employees, but it will hurt recruiting efforts and current employees as well. James Hacking, Executive Director of the State Universities Retirement System (SURS), has written a good analysis. Friefeld requested that Katz give a copy of the analysis to Wortham so that he can distribute it to the Trustees. Lobby Day is April 13. The union encourages all faculty who are members of the union to attend. More information on this can be found at www.upigsu.org.

President Fagan stated that the universities presidents encouraged students to lobby on at least three issues: student financial aid, need for increased university funding, and need for pension reform to be looked at extremely carefully because of recruiting and retention issues. Chair Friefeld added that the Trustees could contact legislators as well. If any Trustees are available to attend Springfield meetings, inform the President.

Information Report

Professors Linda Buyer and David Curtis, Co-Chairs of the Strategic Planning Committee, gave a presentation. The Strategic Planning Committee was appointed in January and met weekly to develop the draft document that was presented. The proposed five GSU strategic priorities are: Student Experiences, Quality Instruction, and Scholarship; Enrollment and Retention through Graduation; Improved Operations and Services; Relationship Building; and Funding to Support the University Mission. President Fagan requested that the Trustees send their comments regarding the draft document to him or Michael Wortham, who will forward them to the committee chairs.

Adjournment

Chair Friefeld requested a motion to adjourn. Samuels moved that the meeting be adjourned. DeLaurentiis seconded the motion. The motion was approved by unanimous voice vote. The meeting adjourned at 11:35 a.m.

Respectfully Submitted,

Colleen Rock Cawthon