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10-17-2008

### **Governors State University Board of Trustees Meeting Minutes - October 17, 2008**

Board of Trustees

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# GOVERNORS STATE UNIVERSITY

## Board of Trustees Meeting, October 17, 2008

### MINUTES

The Board of Trustees meeting was held on Friday, October 17, 2008 in the William D. McGee Hall of Honors.

#### CALL TO ORDER AND ROLL CALL

Chair Samuels called the meeting to order at 12:25 p.m. Roll call was taken, and the following Trustees were present: Lorine Samuels, Jack Beaupre, Kristi DeLaurentiis, Bruce Friefeld, Lois Mayer and Elizabeth Green.

Also present were: Elaine Maimon, President; Gebe Ejigu, Executive Vice President and Chief of Staff; Jane Rhoades Hudak, Provost; Alexis Kennedy, General Counsel; Joan Vaughan, Vice President of Institutional Advancement; Jeff Slovak, Deputy Vice President of Administration and Finance; Karen Kissel, Associate Vice President for Financial Services and Comptroller; Paul Blobaum, Faculty Senate President; Kathleen Miller, Civil Service Senate President; Adam Taylor, Student Senate President; and David Dixon, Internal Auditor.

#### APPROVAL OF MINUTES

Chair Samuels entertained a motion to accept the minutes of the June 13, 2008 Full Board Meeting. DeLaurentiis made a motion to approve the minutes. Green seconded. The minutes were approved by unanimous voice vote.

#### ADOPTION OF CONSENT AGENDA

Chair Samuels stated that the committees have met and deliberated and the following resolutions will be placed on the Consent Agenda: 09-02, 09-03, 09-04, 09-06, 09-07, 09-08, and 09-10.

#### APPROVAL OF ACTION ITEMS ON THE CONSENT AGENDA

**Resolution 09-02: Award of Rank and Tenure to Dr. Deborah Bordelon:** Upon the recommendation of the Faculty and Interim Division Chair in the Division of Education, the Interim Dean of the College of Education, Provost Hudak and President Maimon, and with the review and concurrence of the Board of Trustees Human Resources Committee, the Governors State University Board of Trustees appoints Dr. Deborah Bordelon as a Professor of Special Education with tenure in the Division of Education, College of Education, effective December 15, 2008.

**Resolution 09-03: Approval of Personal Day for Non-Negotiated Employees:** Upon the recommendation of President Maimon and the Board of Trustees Human Resources Committee, the Governors State University Board of Trustees approves one personal day off for non-negotiated employees who are rated “generally exceeds expectations” or “superior” on their FY08 performance evaluation, to be taken in FY09.

**Resolution 09-04: Approval of Contract Award for Exterior Concrete Repairs:** Upon the recommendation of President Maimon and the Board of Trustees Facilities Committee, the Governors State University Board of Trustees approves the award of a purchase order and contract to Lawdensky Construction Inc. of Schaumburg, IL in the amount of \$246,000 for the repair of existing exterior concrete wall surfaces. With the standard 10% contingency, this action authorizes the University to spend up to \$270,600 on the project.

**Resolution 09-06: Honorary Degree Nominee:** Upon the recommendation of President Maimon and the Honorary Degree Committee, and the review and concurrence of the Academic Affairs Committee of the Board of Trustees, the Governors State University Board of Trustees approves the addition of **Michael Beschloss** to the eligible list for Honorary Doctorate of Humane Letters.

**Resolution 09-07: FY09 Operating Budget:** Upon the recommendation of President Maimon, and the concurrence of the Board of Trustees Budget and Finance Committee, the Governors State University Board of Trustees approves the FY09 Operating Budget for Governors State University, as well as the budget for undergraduate and graduate tuition waivers. (See Attachments I, VI and VII)

**Resolution 09-08: FY10 State Appropriations Requests:** Upon the recommendation of President Maimon, and the concurrence of the Board of Trustees Budget and Finance Committee, the Governors State University Board of Trustees approves the FY10 State Appropriations Requests to be submitted to the Illinois Board of Higher Education. (See Attachment I)

**Resolution 09-10: New Procurement Bid Thresholds:** Upon the recommendation of President Maimon, and the concurrence of the Board of Trustees Budget and Finance Committee, the Governors State University Board of Trustees approves the New Procurement Bid Thresholds, consistent with the recommendation of IPHEC and the Procurement Rules for Higher Education, inclusive of any future amendments and updates to the Procurement Rules for Higher Education in accordance with the authority of the Chief Procurement Office for Higher Education.

Chair Samuels offered the Trustees the opportunity to remove any of the above listed resolutions from the Consent Agenda. No resolutions were requested to be removed from the Consent Agenda and therefore they will be adopted as written.

#### **APPROVAL OF OTHER ACTION ITEMS**

**Resolution 09-09: Farm Lease:** Upon the recommendation of President Maimon, and the concurrence of the Board of Trustees Budget and Finance Committee, the Governors State University Board of Trustees approves the renewal of the cash lease agreement with Fuller-Krapf Farms, Manhattan, Illinois for the period from March 1, 2009 through February 28, 2012, under the supervision of Mr. Jonathon Norvell of the University of Illinois, in accordance with the terms of the farm management agreement between the University of Illinois and Governors State University.

Approval of this resolution requires a roll call vote. Beaupre made a motion to approve the resolution. DeLaurentiis seconded. Roll call was taken and the motion was passed by unanimous voice vote with 6 ayes.

***Resolution 09-11: Adoption of the By-Laws of the Governors State University Board of Trustees:***

WHEREAS the Board of Trustees has completed a review of its By-Laws as issued April 5, 1996 and WHEREAS the Board of Trustees considered revised By-Laws at its meeting on August 26, 2008 and WHEREAS the revised By-Laws were presented to the Board of Trustees, as well as being published to the University community, at least 10 days prior to adoption by the Board.

NOW THEREFORE BE IT RESOLVED that the By-Laws issued April 5, 1996 are repealed and the revised By-Laws are adopted and shall be issued and effective upon passage.

Approval of this motion requires a roll call vote. Beapre made a motion to approve the resolution. Green seconded. Roll call was taken and the motion was passed by unanimous voice vote with 6 ayes.

Samuels noted that at a meeting held on October 10, 2008 the Executive Committee of the Board of Trustees approved ***Resolution 09-05: Approval of a Contract Award for Reconstruction of Parking Lot C***, on behalf of the Board.

## **INFORMATION ITEMS AND REPORTS RECEIVED**

### **Lorine Samuels, Board Chair**

Chair Samuels opened by praising the many obvious improvements on campus, including reconstruction of Parking Lot B, cladding on the stair towers, and reopening of the pool. She emphasized how all the changes that have been initiated, large or small, allow the University to better serve our students and community, and moves us closer to becoming the model university for the 21<sup>st</sup> century. In particular she praised the Administration's continued focus on environmental sustainability, pointing out the permeable pavers used to reconstruct the parking lots, and the replacement of all the lighting in the Center for Performing Arts with energy efficient bulbs.

Samuels recounted an alumni reception she recently attended, one of many being held, which was well attended. She thanked the Office of Institutional Advancement for its renewed commitment to connect with GSU's alumni. She recalled how satisfying it was to interact with alumni and hear their success stories. The experience reinforced the real impact that the Board has on the life of the students and as a result, the community beyond.

With the general election fast approaching Samuels stated she was pleased to see the concerted effort to register voters and provide the community with various forums to learn more about the issues at hand, including the troubled economy. She stated Governors State is in a fairly good position financially, even during these hard times, due to being the most affordable university statewide.

Samuels recapped the Board's August Retreat, which convened at the Starved Rock Convention Center. There the topics of on-campus housing, enrollment trends, the operating budget, and ongoing deferred maintenance projects were thoroughly discussed and debated. Perhaps most importantly the GSU Strategic Plan was thoroughly reviewed, with a goal of presenting the final draft and approval of it later today. She explained the Strategic Plan will be used as a compass for the foreseeable future, allowing the University to chart its strategic direction in all areas by setting specific goals and priorities. The primary

goals identified in the plan include: academic excellence; high quality faculty and staff; continuous process improvement; visibility, outreach, and our role as an economic catalyst; our social, ethical, and environmental responsibility; and improving the University's financial growth and sustainability. She pointed out the importance of understanding how the plan affects every unit and department of the University and elicits active participation by each and every employee. Samuels observed that under the current Administration there have been many examples of what teamwork can accomplish, and she looks forward to continued enthusiastic participation by the entire University community in the implementation of this plan in the coming years. She noted that the Board is in the process of reviewing its own processes and practices, with a resolution amending the Board By-Laws being brought forward today.

Samuels concluded by recapping the Board's comprehensive assessment of President Maimon's performance during the first year of her presidency. She recounted how very pleased and satisfied the Board has been with the management and direction that President Maimon is providing GSU. Her effective leadership for the institution's realistic and manageable growth, both in its programs and in enrollment, has provided a vision for the future for renewed growth and development of our University. In the process she has clearly demonstrated how committed she is to the students, faculty, and community at large. In addition it is clear that she understands, supports and respects the role of the Board and its trustees.

Samuels turned her direction to Board Secretary DeLaurentiis, asking her to read ***Resolution 09-12: Honoring the Service of Colleen Rock***. DeLaurentiis asked Ms. Rock to step to the podium.

***Resolution 09-12: Honoring the Service of Colleen Rock:***

**WHEREAS** The Governors State University Board of Trustees was created on January 1, 1996 by Public Act 89-4 to operate, manage, control, and maintain Governors State University in accordance with the rights, powers, and duties vested by law in the Board; and

**WHEREAS** In its deliberations the Board of Trustees of Governors State University depends upon the staff of the University for administrative support, and

**WHEREAS** *Colleen Rock* has for the past 11 years served as Recording Secretary for both Full Board and Committee meetings, maintained records and minutes of our deliberations, and served as a resource to the University Administration and Trustees, and

**WHEREAS** she has discharged these responsibilities and satisfied our requests efficiently and professionally, with grace and good humor, with tact and respect for the mission of the University, and

**WHEREAS** she will step down from her duties as Recording Secretary on June 1, 2008, having been promoted to the position of Director of Management Support & Research, having earned both her bachelor's and master's degrees from Governors State University.

**NOW, THEREFORE, BE IT RESOLVED** that a grateful Board of Trustees expresses its deep and sincere appreciation for the help and support she has provided, recognizes her contributions to the GSU community, and wish her every happiness in the years ahead.

Ms. Rock addressed the Board, thanking them for the recognition and for the opportunity to serve them, stating it has been a great pleasure. She recalled that she has been with the Board since its inception in 1996, working with Trustees DeLaurentiis and Friefeld, and considers the appointment a great honor. DeLaurentiis congratulated her, stating she has been a stupendous asset to the Board's proceedings.

Samuels stated Rock will receive a framed copy of the resolution signed by both she and Secretary DeLaurentiis. She entertained a motion to approve Resolution 09-12. DeLaurentiis stated it would be her honor to make a motion to approve Resolution 09-12. Friefeld seconded. The motion was approved by unanimous voice vote.

**Dr. Elaine Maimon, President**

Maimon opened by thanking Chair Samuels and the Board for the very positive assessment she received from them, stating it is very, very gratifying to be recognized for the hard work of the entire GSU community, with teamwork being the key. She recalled that a major incentive to move from the land of Sarah Palin to the land of Rod Blagojevich was the opportunity to work closely and directly with the Board of Trustees in developing and implementing policies, and for that opportunity she is truly grateful. Maimon thanked the Office of Institutional Advancement, in particular Alumni Relations, for the many alumni events they are sponsoring. She attended one in Lincoln Park that was very well attended and very effective. She noted that the two recent events were hosted by alums, therefore incurring no cost to the University. Maimon recognized Ms. Rock for her hard work, and for earning two degrees from GSU.

Maimon turned to a discussion of the volatile economic times of late, pointing out that these times underline the value of higher education as both a private and a public good. She stated the work of the Board is never more important than at times like these because the economy and society benefits from an educated work force, as well as electorate. As a result GSU should have full public support, and she feels members of the General Assembly do support the University. However like other institutions of higher education GSU is experiencing hardships, particularly because of the inability to rely on public funding. She cited one of her Maimonisms, "The only behavior we can control is our own; we have to work within the circumstances we have." She went on to say that the work of the whole GSU team has resulted in an enhanced teaching and learning environment, the creation of jobs in the community, economic stimulus in Cook and Will counties, excellent working relationships with our legislators, and strategic timely actions financially. She thanked the Board for being proactive on so many important initiatives taking place on campus that benefit the entire Southland community. She cited the significant increase in tuition and fees that the Board approved in February 2008, making it possible for the University to be in such good shape in such a challenging economy. She praised the PBAC process, explaining that every division and department has been trained to develop and manage their own budgets. Doing so has kept GSU in a viable position even during these uncertain economic times.

On the enrollment front Maimon reported that GSU experienced a 1.6% increase in overall enrollment measured by student credit hours (SCH). There has been some reduction in the overall headcount, with fewer students taking more hours, however SCH is the standard for measurement in enrollment growth. More degree-seeking students are enrolled with a 6% increase, and undergrad full-time enrollment increased by 7.3%. She cited these as clear indications of GSU's efforts at outreach to the surrounding community colleges. She also stated that the increase in enrollment of undergrads has implications for the decision to explore the possibility of student housing.

Maimon went on to say that looking ahead no one can predict what is going to happen. The State Comptroller's office is behind on reimbursement of expenses, and there may be a possible rescission in

January. However Maimon reassured the assembly that if a rescission is within a reasonable range GSU is prepared. Funds have been set aside for a possible rescission, and steps are in place to deal with worsening economic conditions. A capital bill would put people to work, and Maimon stated she has heard from various legislators that there may be action on a capital bill after the general election.

Maimon concluded by mentioning the *Strategy 2015Plan*, the final draft of which is being brought before the Board today for approval. She cited another Maimonism, “A vision without a strategy is a fantasy.” It is the Administration’s goal that this strategic plan will keep GSU focused and on track in order to survive and thrive in an ever changing environment.

**Paul Blobaum, President, Faculty Senate**

Blobaum opened by recognizing Colleen Rock for her service not only to the Board, but to the faculty as well. He pointed out that she has not only served as liaison between the Provost’s office and the faculty educational policy committee, but as recording secretary to the faculty senate. She currently serves as faculty senate parliamentarian and was recently asked to once again serve as recording secretary. He stated she is an asset to students, staff and faculty at GSU, and he joins the Board in recognizing her great service to the University.

Blobaum reported that the Faculty Senate met throughout the months of June, July and August, even though many were off contract, to discuss graduation honors, the academic calendar, and course title changes needed for a course auditing platform. He explained that when implemented, the course auditing software will prevent students from registering for courses not in their study plans, and out of sequence. Governance committees and members have been appointed.

He reported that Faculty member Colleen Sexton, Division of Education, has been named the Chair of the UPI Educational Issues/Academic Excellence Committee. She was appointed to the IBHE task force last spring. Their charge is to develop a Public Agenda for Illinois Higher Education. A series of public hearings are being held this month around the state regarding the draft plan, which is located on the IBHE web site. He explained that one of the challenges raised for faculty is to better communicate what they do and why it is significant, not only to policy makers, but also to the citizens of the state.

Blobaum concluded by reporting safety and preparedness continue to be a focus of the Faculty Senate. In September faculty and staff participated in a videoconference on teaching troubled students. He stated the senate is confident that the University is on the right track in making the campus as safe as possible.

**Adam Taylor, President, Student Senate**

Taylor opened by stating what an honor it is to participate in the Board of Trustees meetings, citing what a wonderful tradition it is at GSU, one of inclusion, and he values the experience highly. Taylor recounted how he spoke at fall convocation about a month ago to a packed audience. He stated then how the beginning of a fall semester is always an exciting time. He pointed out all the wonderful changes taking place on GSU’s beautiful campus, some small touches and others big projects. He explained that the increase in tuition and fees was not easy for the student body to accept, but seeing all the wonderful

initiatives being undertaken to help the teaching and learning environment has improved everyone's outlook. He feels it is a new day at GSU. He concluded by stating the student body does have certain expectations of the Administration, the kinds of things that will help them get the best out of their experience at GSU, but as a whole they are grateful for the many initiatives being undertaken on behalf of the students.

### **Kathy Miller, President, Civil Service Senate**

Miller reported that in July the Civil Service Senate offices of President, Recording Secretary (Blondia Jasper), and Financial Secretary (Karen Stuenkel) were all up for election, and all were re-elected by proclamation. The two-year terms will end June 30, 2010. She recounted the senate's busy summer hosting four events including the Carnival and Summer Luncheon, Summer Cookout, Fall Bake Sale, and Arts and Crafts Fair. These four events raised over \$2500 to be used towards scholarships. The Senate also donated a basket to the "Friends of the Library" silent auction, and is in the process of purchasing a square in the "Friends" quilt. Student Life will co-host the annual Halloween event, with President Maimon and Student Senate President Taylor participating in the costume judging.

She explained the Senate recently asked for a secure location to store their records and supplies, and were given a room in the F wing. The Annual Civil Service Council of Councils will not be held this year as no university was able to sponsor the event. However next October the meeting will be held at SIU-Edwardsville, in conjunction with the Employee Advisory Council quarterly meeting, and it is the goal of the Senate to send representatives.

Miller reported seven scholarship applications were received this fall, and two were awarded. One is the child of a GSU employee and the other is a spouse of a GSU employee. Miller explained how the civil service employees are actively supporting the efforts to ease the parking situation while reconstruction takes place. She stated the Senate would also like to thank the Administration for providing the new shuttle service to the Metra Station. The Administration's inclusion of the Senate in such endeavors is greatly appreciated. Miller concluded by reporting Civil Service Day will be held on Friday, December 5, in Sherman Music Hall.

### **Report on Site Master Plan**

Ejigu presented on the topic, explaining that the development of a Site Master Plan was undertaken by the PBAC Facilities Committee, chaired by Eric Martin and Susan Rakstang. A series of focus groups met to discuss and scrutinize how to best utilize the wonderful 750 acres of the GSU campus in an effort to establish a logical, strategic pattern of development. An assessment of the land, current usage, and future needs were studied. Through an analysis made by all stakeholders in the community the PBAC Facilities Committee, working with JJR Consulting, developed the proposed Site Master Plan being presented today. Ejigu emphasized this is a guide for the future, and does not authorize the development of facilities or expenditure of money; all specific development plans will have to come before the Board for approval. Ejigu praised Martin and Rakstang for their exceptional leadership on the project.

DeLaurentiis asked whether the Site Master Plan would be brought back before the Board for formal acceptance and resolution. Ejigu responded that was not the intention, however if requested by the Board it will be presented at the December Board Meeting for formal approval. DeLaurentiis stated she would prefer official approval of this document for historical and practical purposes; she would like it documented. Friefeld concurred, stating that he would like the Board to take formal action so that as time goes on this well thought out plan is utilized. Ejigu responded that the Site Master Plan will be brought before the Board for approval at the December meeting. Beaupre stated he agreed with DeLaurentiis, and also suggested the Trustees take the time to thoroughly study the Site Master Plan (presented in book form) before passing judgment. He suggested that by doing so the plan will assume more importance and have a much greater effect.

Friefeld made a motion to put the Site Master Plan on the December Board Meeting Agenda as an action item. Green seconded. The motion passed by unanimous voice vote.

## **NEW BUSINESS**

### ***Resolution 09-13: 2009-2015 Strategic Plan for Governors State University***

Friefeld made a motion to approve the resolution as written. Beaupre seconded. DeLaurentiis began a discussion by pointing out that an updated agenda was posted yesterday, making this an action item. She requested support documentation before taking Board action. Ejigu explained it was an oversight that this item was on the original agenda as a report item; it should have been identified as an action item, a resolution, all along. He stated further that the plan itself was included in the Board Packet, however the resolution was not, and that was simply an oversight. DeLaurentiis praised Maimon and Ejigu for the fantastic job they have done providing substantiating documentation, and just asked that in the future the supporting documentation is always provided to the Trustees. Ejigu replied that was a very reasonable request that will be honored in the future. Friefeld expressed his appreciation for the inclusion of the Board from the very start of the Strategic Planning process, and complimented the Administration on how this extensive project has been handled. Maimon gave special thanks to Strategic Planning Committee Co-Chairs, John Stoll and Karen D'Arcy. The motion passed by unanimous voice vote.

## **PUBLIC COMMENT**

Consistent with Public Act 91-0715 and reasonable constraints determined by the Board of Trustees, members of the public may request a brief time on the approved agenda of the meeting to address the Board or its committees on relevant matters within its jurisdiction.

Former GSU student Jacqueline Johnson addressed the Board. Ms. Johnson's comments were as follows: "Good afternoon. The last time I came before you was in the spring. I want to highlight my concerns right now. I spoke with Peggy Woodard about my concerns. I was trying to get money back for classes I had taken. During the time I was here last fall I was attacked by one of the teachers, Marian Marion. I put in a complaint with the GSU DPS. However prior to that I had been talking to Dean Martin and Peggy Woodard about this instructor. During the time I had trouble with the teacher she apparently heard about

it and retaliated on me. I was kicked out of the program because I was complaining to several people. I was kicked out 3-4 weeks after I started the program. I requested re-instatement and was denied. I was labeled a trouble maker. I asked Peggy for a passing grade or my money back. That is where I am now. I am not at GSU now because I went to another school. I did not feel I was treated fairly here. I came back a couple of weeks ago and again asked for a refund or a passing grade. I was denied. I got an F. I didn't earn an F because I wasn't there long enough to earn an F. I feel this is wrong and unfair. I'm asking the Board to give me either or."

Professor Marsha Katz addressed the Board. Professor Katz's comments were as follows: "This semester has started very quickly. Our main goal for UPI is to get ready for negotiations. We have other concerns on the state and national level, and we are planning to communicate these issues to the bargaining unit members. We have started negotiation training. A survey has been given to all bargaining unit members. We are planning to do focus groups with our various constituencies to study their concerns closer. Once we complete this process of analysis we will determine our priorities to bring before the Administration for negotiation. We hope to start the negotiation process soon and hopefully be done in a timely manner."

Beaupre called for a Point of Order, stating some of the Trustees were unclear as to whether the Consent Agenda had been formally adopted. Chair Samuels and Recording Secretary Johns studied their notes and found that the Consent Agenda had been formally adopted by declaration of the Chair.

Former student Vernell Zanders addressed the Board. Her comments were as follows: "I'm not a student this trimester. I was here last trimester in Health Administration. I have had a problem since last fall. I missed a class in November 2007. At that time I was promised an assignment for the missed class if I submitted a doctor's statement. I did but was only given credit for attendance. I filed all the grievance processes and nothing has been resolved. Dr. Chung called me a liar. I had a grievance hearing and was denied. I have filed with the Office of Civil Rights. We had a meeting in August at which time nothing was mentioned about the missed assignment. What was mentioned at this meeting was that I did not have proper documentation for the internship. I denied these allegations. I have all the documentation. This I feel was a direct retaliation for filing with the OCR. Dr. Kim stated he was not aware I was doing an internship. He spoke with the representative at the hospital, and I have documentation from the Registrar's Office. Because of the unfair treatment by GSU I have been unable to graduate. I'm asking the Board to look into this. I have documentation for everything going back to November 2007."

Chair Samuels asked for further Public Comment. Receiving none, she asked the Trustees if they had any comments. Having none, she entertained a motion to adjourn. Friefeld made a motion to adjourn. Green seconded. The motion passed by unanimous voice vote. The Board of Trustees Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Joan M. Johns