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Board of Trustees

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3-17-2006

### **Governors State University Board of Trustees Meeting Minutes - March 17, 2006**

Board of Trustees

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**Governors State University**

**Board of Trustees Meeting, March 17, 2006  
Minutes**

The Board of Trustees meeting was held on Friday, March 17, 2006, in the Hall of Honors at Governors State University.

**Call to Order**

Chair Friefeld called the meeting to order at 9:07 a.m.

**Roll Call**

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

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

Chair Friefeld welcomed Trustee Lois Mayer, who was appointed to the GSU Board of Trustees in mid-February. He congratulated Dwayne Williams on his reelection as Student Trustee and Jerold Hodgkin on his reelection as President of the Student Senate.

**Executive Session**

Chair Friefeld requested a motion to move into Executive Session. McGee moved that the Board convene in Executive Session, as permitted under the "Open Meetings Act," to consider and discuss collective bargaining, litigation, and personnel matters. Beaupre 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 9:10 a.m.

The Executive Session adjourned at 9:40 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 16, 2005 Board meeting. Field Orr moved that the minutes be approved. DeLaurentiis seconded the motion. The minutes were approved by unanimous voice vote.

**Chair's Report**

Chair Friefeld again welcomed Mayer to the Board. Her education and experience will be an asset to the Board's deliberations and to the advancement of the GSU mission.

For the past three years, there has been a struggle in Springfield to secure funding to support academic programs. Hopefully this year, there will not be a legislative fight over the budget as in years past. It is encouraging that GSU is moving ahead with a number of initiatives, such as the doctorate in Physical Therapy, the re-engineering of the admissions process, and the concept of differential tuition. Change is coming to GSU. It's been a hard and slow process, but the Trustees have encouraged faculty, staff, and administration to think outside the box. And by and large, they have responded. Chair Friefeld thanked everyone for that.

At the December meeting, a new Board committee on trusteeship was instituted, with Trustee Samuels as chair. It was envisioned that the work of the committee would involve a review of the bylaws and other governance issues, which in the opinion of the committee require attention. The committee will make recommendations regarding Trustee development, discuss and review the role and responsibilities of Trustees, review and monitor policies to assist Trustees in avoiding any conflict or appearance of conflict between the University's interests and any personal interest of a Trustee, recommend to the Board a slate of nominations for Board Officers, and continue the ongoing assessment of governance issues. Because of the scope of work required and because the initial work of the committee is important to each Trustee, as well as the Board as a whole, all Trustees were appointed to the committee. In Samuel's absence, Chair Friefeld gave a brief update on the committee's progress:

- At least two planning meetings were held with Samuels, Kennedy, and Wortham to talk through the committee's charge,
- Kennedy read and summarized the Board's proceedings dating back to January of 1996,
- Materials outlining the fundamentals of Board service were ordered and summarized, additionally, a set of books was ordered for each Trustee, and
- Wortham was asked to set a dinner meeting with members of the Board following this meeting.

The Trustees were saddened to learn of the deaths of Larry Freeman, a retired GSU employee, and Mrs. McCowan, wife of Mayor McCowan. There will be a memorial service for Freeman at 1:30 in Sherman Music Hall and a funeral service for McCowan will be held at GSU. Wortham will send the Trustees the details of the service.

Chair Friefeld announced that toward the end of the meeting, the Board will conduct its annual election of officers. At that time, there will be a call for nominations for each of the offices, which include Chair, Vice Chair, and Secretary. The election will be conducted by secret ballot according to the Board of Trustees bylaws. This election is for the period ending in March 2007. Chair Friefeld thanked Vice Chair McGee and Secretary DeLaurentiis and all the Trustees; it is because of their hard work that the Board is successful and contributes to the University's success.

### **President's Report**

Dr. Fagan welcomed Trustee Mayer to the GSU community. Mayer is an alumna and recognizes that GSU's mission is to deliver a quality education to working adults and to serve the needs of the community. GSU will benefit from her knowledge and expertise.

It is the middle of the budget season, and for the first time in several years, the process seems to be running smoothly. The legislature wants to wrap up its business by mid April so that everyone can get on the campaign trail. With one party in control and the leadership on the same page, it looks like that is doable.

In January, President Fagan attended a dinner meeting with John Filan, head of the Office of Management and Budget (OMB); Joe White, President of U of I; Glenn Poshard, President of Southern Illinois University; Don McNeil, Chair of the Illinois Student Assistance Commission (ISAC); and Representative Jay Hoffman, representative for the House and Governor on budget matters. He attended as Chair of the Public University Presidents group and as representative of the presidents of the non-system public universities in the state. The university presidents urged the OMB, and in effect the Governor, to support the overall Illinois Board of Higher Education (IBHE) budget proposal and to increase slightly the appropriation IBHE had recommended from 1.1% over last year's base to 1.4%. The Budget Director agreed and, in turn, the university presidents agreed to support the Governor's proposed FY07 budget for higher education. With regard to GSU, the primary goal for the FY07 budget was to have the supplemental funding of \$1.8 million

received in FY06 become part of the base budget. The appropriation recommended by both IBHE and the Governor for FY07 folds the \$1.8 million supplemental appropriation received in FY06 into the base budget. The Governor proposed several other initiatives affecting higher education, which the public university presidents agreed to support. The proposed addition of approximately \$8 million to the Monetary Assistance Program (MAP) was supported. This is important, given the large cuts in the Federal government's financial aid programs. The proposed college tax credit of \$1,000 for a student's first two years of college was also supported. As an upper division and graduate university, this impacts GSU only indirectly, but overall it improves access to higher education for Illinois students. The support does not preclude the possibility that the Assembly might alter the proposal to include an income limitation and/or run it as a pilot program. It was agreed that the Governor's proposed sale of ISAC's secondary loan portfolio deserves serious consideration. The college presidents made it clear that student services ISAC now provides must continue, that loan conditions must not be changed in ways that would be negative for students, and that the proceeds of such a sale must be devoted to higher education.

On February 15, President Fagan testified before the Senate Appropriation Committee for Higher Education, and on March 1, he testified before the House Appropriation Committee for Higher Education. On both occasions, Chair Friefeld was there to speak on behalf of GSU. Members of both committees were complimentary of Governors State. The efforts made over the past several years to inform the legislature about GSU have paid off. Members of the committees in both houses talked about GSU's mission to serve the needs of working adults and the south suburban region. However, most of the discussion focused on the proposed tuition tax credit and the proposed sale of the ISAC portfolio. GSU asked for a supplemental appropriation again this year—this time to fund the proposed Criminal Justice Forensic and Biological Forensics initiatives. These initiatives are supported by the South Suburban Area Chiefs of Police Association.

There has been no progress on funding capital projects. President Fagan has been assured that the renovation of the science labs is at the head of the line, but no funds have been released or bonds authorized.

Legislation passed last year required that every public university cover the costs of any additional earnings beyond 6% that an employee who is about to retire receives in any one of the last four years before his/her retirement. How to define "additional earnings beyond 6%" remains an open question. There are several initiatives underway which would exclude payments for overload, summer teaching, and promotions.

At its December meeting, the IBHE approved GSU's first doctoral program, the Doctorate in Physical Therapy. That degree will be the entry-level degree in Physical Therapy throughout the country starting in 2011. GSU doctoral candidates will be accepted for Spring/Summer 2007. GSU continues to make progress to promote access by increasing the number of programs and courses offered on-line. This academic year more than 100 such courses are offered. New forms of delivery, such as a weekend MBA and an online MBA program, will be offered. In addition to new initiatives in Criminal Justice, the College of Arts and Sciences is moving forward on developing a new Master of Fine Arts Degree in Independent Film and Digital Imaging.

GSU will continue to strengthen its relationships with community colleges, especially in academically underserved areas and in areas where degree completion opportunities are almost non-existent. GSU will begin offering courses in Kankakee in conjunction with Kankakee Community College (KCC) later this spring. This initiative was announced at a breakfast meeting with community leaders in January. The President thanked Trustee Samuels for attending that event. Classes will be offered in the old Clock Tower in downtown Kankakee, which is being renovated. Representative Lisa Dugan and Senate Majority Leader Debbie Halvorson have championed this effort. There are preliminary discussions with other community colleges about offering baccalaureate courses on their campuses or sites. One of these is the College of DuPage because no public university offers a baccalaureate program in that area. The President and the Provost will

schedule a follow up meeting with the president of DuPage. Triton College asked if GSU would consider offering the Criminal Justice program.

GSU will invest additional resources in programs that have significant growth potential. As reported at the last meeting, a series of retreats with the Cabinet and the deans were held. As part of that process, each of the colleges, at the Provost's direction, identified programs that deserved new or additional investment. These include, expansion of the Health Administration and Social Work programs, marketing for the online Business and Applied Science program, expansion of the Special Education program, and creation of a Master in Clinical Psychology program, among others. If the Governor's budget is approved, GSU will be in a good position to support many of these proposals as well as the new initiatives that began this year.

Three centers of excellence were established this year. The College of Education established the Metropolitan Institute for Leadership in Education (MILE). Educational leaders from the south suburbs and GSU faculty were brought together to identify best practices to meet the requirements of No Child Left Behind and other issues that are of concern to schools in the area, especially training teachers in improved classroom management. On March 30, GSU will co-sponsor a major conference, to be attended by state executive and legislative leaders. The College of Business and Public Administration established a Global Trade Center under the auspices of its highly successful Small Business Development Center. The Global Trade Center brought together business and community leaders, economic development professionals, and educators for a comprehensive regional needs assessment. It also partnered with the Department of Commerce and Economic Opportunity (DCEO) and will become part of its statewide international trade network. The Global Trade Center will train businessmen in international trade topics to take advantage of international trade opportunities. The Governor informed the President that GSU is one of the sites for an entrepreneurship center. The official roll out will be April 18, 2006. The College of Health Professions established the Center for Health Care Excellence. It brought together healthcare professionals from local hospitals, other health care providers, and community organizations to identify health care training needs. That led to the development of programs to address the area's most important healthcare issues, including the difficult question of how to deliver quality healthcare to underserved populations, especially focusing on minority health disparities. The Center is developing a baccalaureate in nursing for individuals who already have a college degree. It is similar in concept to the successful alternative teacher certification program. The program will help address the critical nursing shortage in the state. The Center will also train geriatric professionals.

Randy Tumblin was hired as the Director of Admissions and Student Recruitment. He has over 25 years of experience in recruiting, including more than five years working for the University of Phoenix. At its December meeting, IBHE authorized the University of Phoenix to enter the south suburbs. As a result, the President established a task force to identify the competitive threat and to recommend actions to protect GSU markets. Overall, enrollment is flat and up 1.3% in credit hours. Apart from the College of Education, enrollment numbers are up 2.9% in Arts and Sciences, 3.3% in Business and Public Administration, 25.5% in College of Health Professions, and 3.3% in the BOG program. The President thanked everyone involved, especially the Deans, Division/Department Chairs, Chuck Connolly, and Lisa Hendrickson who helped in admissions.

Dr. Mary Watson, recently retired Director of Academic Grants and Contracts at Valdosta State University in Georgia, will be the interim director of the new GSU grants office. She was highly recommended by the American Association of State Colleges and Universities Grants Director. She will begin April 1st. Faculty members continue to be successful in obtaining new grants. Recently Professor Tang was awarded a \$239,000 National Science Foundation (NSF) grant and Professor Gsell received a \$127,000 NSF grant. A search for an Associate Director for Institutional Research has begun. The associate director will, among other duties, assist the colleges and programs in the design of research and analysis of data on program outcomes and

effectiveness. The College of Arts and Sciences dean search committee will schedule telephone interviews with dean candidates within the next few weeks. Then the top candidates will be invited to on-campus interviews.

The administration is preparing for negotiations with the University Professionals of Illinois (UPI), the bargaining unit for faculty.

Beaupre requested more information about the College of Education (COE) enrollment. The President stated that enrollment is down in some of the COE programs, which is mainly due to the fact of increased competition by Concordia and others. The Provost added that COE has several cohort programs in area school districts, and there needs to be constant contact with the schools. Steps are being taken by the college to address this, such as appointing an interim cohort manager until a permanent cohort manager can be hired and using supplemental funds to immediately address some fall 06 cohort issues. The Provost is working on a regular basis with the COE dean. There needs to be very aggressive action by admissions; a lot more “hands on” work is needed.

DeLaurentiis asked if the Governors’ capital bond issue will affect the E/F wing renovation, which has been on the Capital Development Board’s list for several years. The President responded that the Governor’s request does not include university capital projects. There will need to be another bill or an add-on. The state does not have enough money to go out for bonding. It is unlikely that it will happen now; maybe in the fall. All the university presidents need capital funding. At the last presidents meeting, the issue of borrowing money for capital projects was discussed. There was consensus not to borrow because that would let the state “off the hook.” Because of the delay, President Fagan stated that the administration may want to reopen the E/F wings, at least on a temporary basis, and do some minor renovation on the labs. Chair Friefeld added that GSU’s legislative gains have been made without a lobbyist. GSU is fortunate that all of its representatives understand the University and support it.

Chair Friefeld stated that the compliance audit report is on the table, and he requested that the Trustees take it home and study it.

#### **Committee Reports:**

**Executive Committee:** Chair Friefeld reported that the Executive Committee met on January 24 and approved Resolution 06-11, which approved a five (5) year lease with Heritage Arcade, Inc. d/b/a Clock Tower Centre, in Kankakee, in an amount not to exceed \$158,256 for three thousand square feet. The leased area will be used for a small office and classroom space for GSU classes.

**Academic Program and Policy (APP) Committee:** DeLaurentiis, chair of the committee, presented the committee report to the Board. The committee met on February 22. There was no Executive Session or action items.

During the report of program accreditation status changes, the Trustees were informed that the Counseling program submitted its self study to its accrediting body. There was a discussion about the need for adequate assessment from Institutional Research. Accrediting agencies require that programs survey graduates and employers for three to five years prior to the site visit and show how the data was used to improve programs. The President informed the committee that a position will be added in Institutional Research (IR), which should help address the colleges concerns. The NCA report flagged the need for additional staff in IR as a priority for the institution. It is important that the data is collected and support mechanisms are in place.

The committee also had a lengthy discussion about the academic program priorities, which are the institutional priorities that the President and Provost brought forward. The priorities requests were developed by each college and submitted to the Provost. DeLaurentiis requested that the program priorities chart, which was included in the committee agenda, be distributed to all the Trustees. There was a discussion about the Associate

in Arts in Teaching (AAT) Degree. This is an alternative measure proposed by the General Assembly. GSU and other institutions are working on common goals. Ideally, the AAT should transfer seamlessly with GSU programs. The committee heard an update on enrollment and College of Education initiatives and was informed of the status of the grants office.

McGee requested that the faculty concern with the AAT be explained to the full Board. Associate Provost Martin stated there is a concern shared by many across the state regarding the discrepancy between the number of hours students need to take. The degree is too general to meet some bachelor degree program requirements. This has been discussed and some changes were made to the proposed Early Childhood, which now is within three credit hours of the GSU program. There is ongoing discussion about the math/science proposal requirements.

**Finance and Budget Committee:** Beaupre, chair of the committee, presented the committee report to the Board. The committee met on February 24. There was no Executive Session.

There were a number of items presented to the committee, including the proposed increase in tuition, the purchase of a spectrometer, the installation of software for document imaging for enrollment services, and the farm lease. Full discussion on all issues took place.

**Resolution 06-12: FY07 Tuition:** 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 tuition increases effective Fall 2006 trimester. Undergraduate tuition for Illinois resident students who first enrolled prior to Fall 2004 will increase from \$136.00 to \$144.00 per credit hour for the Fall 2006 trimester (a 5.9% increase). Undergraduate tuition for new Illinois resident students who first enrolled in Fall 2004 will remain at \$136.00 per credit hour.\* Undergraduate tuition for new Illinois resident students who first enrolled in Fall 2005 will remain at \$149.00 per credit hour.\* Undergraduate tuition for new Illinois resident students who enroll in Fall 2006 will be \$163.00 per credit hour (an overall 9.4% increase, which is 2.25% per year compounded over the four-year interval when this rate would be fixed).\* Tuition rates for new graduate students in the Master of Occupational Therapy and Master of Physical Therapy programs will be \$256.00 per credit hour (a 50% rate above general graduate tuition). Tuition rates for new graduate students in the Doctor of Physical Therapy program will be \$342.00 per credit hour (this rate is 100% above general graduate tuition). Graduate tuition for all other graduate students will increase from \$157.00 to \$171.00 per credit hour (an 8.9% 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, the Fall 2005 trimester or thereafter, and the Fall 2006 trimester or thereafter, will remain fixed at the tuition rate for those students at the time of their initial enrollment for twelve consecutive trimesters.] Beaupre moved to approve Resolution 06-12. Williams seconded the motion. The motion was approved by unanimous roll call vote.

**Resolution 06-13: LC/MS Spectrometer:** 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 an award for the purchase and installation of a spectrometer for the Chemistry programs within the College of Arts and Sciences to Agilent Technologies of Wilmington, DE, in the amount of \$144,188.64. The equipment specified is a bench top LC/MS ion trap equipped with a system for analysis and use in the chemistry courses in the BS in Chemistry and MS in Analytical Chemistry. This technology is currently used by the pharmaceutical, environmental, and biotechnology industries. This equipment will help analyze complex mixtures and identify known and new, novel compounds, preparing students for future careers and graduate school. Beaupre moved to approve Resolution 06-13. McGee seconded the motion. The motion was approved by unanimous voice vote.

**Resolution 06-14: Document Imaging and Screening Contract:** 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 contract with Hershey Systems, Santa Fe Springs, CA in the amount of \$143,000 to purchase and install software for a document imaging system in Enrollment Services. This contract will allow for document scanning of admissions and registration related documents. This will create “virtual folders” of information to expedite review, processing and electronic work flow efficiencies. The contract amount includes the purchase of software, implementation and training costs. Beaupre moved to approve Resolution 06-14. DeLaurentiis seconded the motion. The motion was approved by unanimous voice vote.

**Resolution 06-15: Entertainment Contract:** 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 contract with the William Morris Agency for Bill Cosby to perform at the Center for Performing Arts. The opening night event of the 2006-2007 season requires a contract for Bill Cosby to perform two (2) shows on September 30, 2006. The cost of the contract with the William Morris Agency is \$110,000. Beaupre moved to approve Resolution 06-15. Field Orr seconded the motion. Beaupre stated that the committee received finance reports from the Center for Performing Arts (CPA) and it is now successful because of this type of programming. The motion was approved by unanimous voice vote.

**Resolution 06-16: Farm Lease:** 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 termination of the existing crop-share farm lease with Fuller-Knapf Farms, Manhattan, IL (*Resolution 06-06*, approved by the Board of Trustees on September 23, 2005) and approves the issuance of a new 2006 cash lease agreement with Fuller-Knapf Farms for the period March 1, 2006 through February 28, 2007. Beaupre moved to approve Resolution 06-16. Field Orr seconded the motion. The motion was approved by unanimous roll call vote.

**Resolution 06-17: 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 December 31, 2005 Finance Report. Beaupre moved to approve Resolution 06-17. Field Orr seconded the motion. The motion was approved by unanimous voice vote.

**Personnel Committee:** Kathleen Field Orr, chair of the committee, stated that the committee met on February 22 and there was an executive session. The discussion of the information items is included in the committee report. Field Orr announced that Tony Tymkow was hired as the new labor relations manager and training director in Human Resources.

### **Institutional Advancement Report**

Britt distributed the GSU Foundation Fundraising Report 2006 Year to Date, 03/17/06. In terms of overall fundraising, at this point Institutional Advancement has exceeded the total from all of last year, which was \$185,000. Two components of the annual fundraising are reflected to date: the phonathon and the faculty/staff campaign. The goal for this year is \$300,000, and Britt expects to achieve it. The President and Britt will now begin annual visits with each Foundation Board member to request contributions. The new Foundation Board members are enthusiastic and have the means to add to the fundraising. Britt created a plan for fund raising through the year 2010, and he still has a target of \$1 million in 2010. The plan includes an aggressive schedule of increases in the interim. The Board has identified three projects, which will be special events for fund raising. “Jazz in the Park” will be held on campus on June 25. The Trustees will receive invitations to that event. Twelve other not-for-profit organizations are involved in that event. It is hoped that in excess of 1,000 people will attend. “Jazz in the Park” will bring people to the campus, which imbeds GSU more completely into the fabric of the community. The second event will take place in February or March of 2007. There will

be a keynote speaker, with national/ international appeal to the business community, on a Thursday and a conference on the next day. The Foundation Board is committed to bringing people to campus. The third event will be held in fall 2007. It will be a recognition dinner for outstanding individuals in the south suburbs in each field represented by GSU's academic colleges. This will give exposure in terms of academic programs. The fund-raising special events are all opportunities to improve GSU's relationship with the community.

### **Student Senate President's Report**

There was no Student Senate report.

### **Faculty Senate President's Report**

In Lyon's absence, the report was presented by Jeannine Klomes, Ed.D. Klomes is the Program Coordinator for Early Childhood Education and has been a Senator for the College of Education for four years. She is also a member of the Senate Executive Committee. Klomes thanked the Trustees for the opportunity to present the report. GSU's Senate and Senate Executive Committee continue to meet monthly. Some current topics reviewed/discussed were: 1) syllabus language, maintaining clear consistent University-wide messages, 2) clarifying policy approval procedures, Dr. Keys presented on the policy approval process, 3) continuous review of policies for updates/revisions, four were approved this month; 4) student development committee service, Dr. Poole requested faculty appointments to committees, 5) the effectiveness of GSU's On-line Orientation/Direct Self Placement, Dr Martin gave a detailed presentation on this; it was interesting to hear that the statistics of the new system compared to the old are the same and that the new system is working, and 6) monthly committee reports (University Curriculum Committee, Educational Policies Committee, IBHE faculty committee, bargaining unit; etc.). One item of concern, reported by the IBHE faculty representative, was the movement to bring "no child left behind" to the university level. But without doubt, the best "topics of information" on the Senate table this month, which received applause and almost standing ovation, were the confirmed posting for a GSU Institutional Research position and the confirmed hiring of an interim grants director beginning April 1. The Senate appreciates that the memorial service for Larry Freeman was mentioned earlier in this meeting.

### **Civil Service Senate President's Report**

Kathy Miller reported that the Senate is looking forward to the annual retreat and has many points of interest to discuss. The Senate is aware and appreciates that the Trustees are unique in their concern for and support of the University. The Civil Service Senate welcomed Trustee Mayer. The Senate thanked Stephanie Wenzel who served as the Civil Service Senate recording secretary for the past three years. Owing to reorganization in the College of Business and Public Administration, her job was eliminated. With no place to bump, she had to take a lay-off. She served the Senate well and will be missed.

The trimester University-wide Senate meeting this month will feature guest speakers Vice-President John Tuohy, Department of Public Safety (DPS) Chief Albert Chesser, and Physical Plant Operations (PPO) Director Susan Rakstang. The topic will be "Safety and Emergency Response: What role does Physical Plant and the Department of Public Safety play?"

The Senate recently accomplished four important items. The Senate updated its bylaws. The changes are awaiting final approval from the legal department and Dr. Fagan. The first issue of the Civil Service newsletter, called "CS Review," was published. This newsletter will be distributed each trimester. The Civil Service Handbook was scanned and a first edit completed. Human Resources (HR) will complete the editing and publish the document on the GSU Intranet. The Senate approved to increase the amount of the Senate Scholarship/Educational Assistance Award to \$500.00 and to offer two awards per trimester. The Senate hosted a company called HCI, where everything costs \$5.00. With minimal time investment on the Senate's part, over \$700.00 was raised from this two-day event. The Senate thanked Pat Morley from the foundation who shared the information about this company. The Senate also thanked Dr. Leon Zalewski

from the College of Education. He traditionally brings paczkis to share on Fat Tuesday. This year he asked for donations and gave that money, \$65.00, to the Civil Service Senate for the scholarship. Lynne Clayton, a professional singer/story teller who is a secretary in the College of Education dean's office, donated her talents as she sang and told stories of Irish Folklore. Over \$90.00 was raised at that event. It is because of the continued generosity of people like Morley, Zalewski, and Clayton that the Senate has been able to increase the number and amount of awards. In May, the Senate will hold its highly successful paper airplane contest, the *GSU Fly-In*. There will be individual competitions and, new this year, a Team Flight. This event is fun for everyone. It is not a large money maker, but it brings community together.

### **Other Business**

***Resolution 06-18: On-Line Admission Application Software Contract:*** Upon the recommendation of the President, the Governors State University Board of Trustees approves the contract with Jenzabar Inc. of Cambridge, MA in the amount of \$144,132 to purchase and install software for an online admissions application system in Enrollment Services. The contract amount includes the purchase of software including implementation and training costs. This contract will allow students to apply to the University from the GSU web page. Information will be electronically entered into the Jenzabar (CARS) system. The software will expedite review, processing and electronic work flow efficiencies between potential students and Governors State University. McGee moved to approve Resolution 06-18. Beaupre seconded the motion. Slovak commented that a component of the admissions reengineering process is to go as paperless as possible in applications. Slovak thanked the co-chairs of the reengineering committee, Pam Zener and Greg Kain, for moving the project forward. The motion was approved by unanimous voice vote.

***Resolution 06-19: Lease of an Oce' CPS800 Digital Color Production/Printing System:*** Upon the recommendation of the President, the Governors State University Board of Trustees approves a five (5) year lease with Oce' North America, Inc., Chicago, IL in the amount of \$137,614 to lease an Oce' CPS800 digital Color Production/Printing System for the University Print Shop. A five (5) year financing contract has been negotiated with SunTrust Leasing Corporation, at an annual rate of 3.92% for a total payment amount of \$148,394.91. Annual payments over the five (5) year period of the lease are \$29,678.98. Beaupre moved to approve Resolution 06-19. Field Orr seconded the motion. The motion was approved by unanimous roll call vote.

***Resolution 06-20: Communication Services Dimming Upgrade:*** Upon the recommendation of the President, the Governors State University Board of Trustees approves a contract for the purchase and installation of a dimming system upgrade for the studios in Communication Services to Excel Electric, Inc. of Frankfort, IL in the amount of \$161,285. The work primarily consists of removing the existing dimming equipment including dimmer racks and patch panels, installing of new dimmer racks, providing necessary wiring and conduit for power and control circuits, electrical work, and testing the upgraded system to meet manufacturer's specifications. Beaupre moved to approve Resolution 06-20. Field Orr seconded the motion. Slovak stated that purchasing and installing the light dimming system will complete the upgrade of Studios A and B, which was begun some time ago. The installation will be scheduled so as to not interrupt classes. This is not part of deferred maintenance. Some of the unspent supplemental funds will be used to purchase the upgrade. This was presented to the Board, without going to a Board committee first, because it would miss the deadline for the work to be completed before the end of the fiscal year if it waited. Chair Friefeld stated that the Board can be flexible, but prefers that, in the future, these items go to the Board committee first. The motion was approved by unanimous roll call vote.

### **Election of Officers:**

Field Orr moved to nominate the current slate of officers: Friefeld, Chair; McGee, Vice Chair; and DeLaurentiis, Secretary. Beaupre seconded the motion. There being no further nominations, Field Orr moved to close nominations. Williams seconded the motion. The motion to close nominations was approved by

unanimous voice vote. Wortham distributed ballots to vote on the nominations. Samuels submitted her ballot by proxy. The nominations were approved by unanimous ballot vote.

**Economic disclosure**

Kennedy informed the Trustees that the economic disclosure forms will be mailed to them. The Trustees should complete and return them to Kennedy. They must be filed by May 1.

**Information Report**

Professor Daniel Nearing gave a presentation on the proposed Master of Fine Arts (MFA) Degree in Independent Film and Digital Imaging. The MFA is a terminal degree in the applied arts. The program will not need new funds for implementation. If approved, GSU will be the only institution in Illinois to offer this cross-disciplinary degree.

**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. Professor Wilkinson requested to speak, on behalf of the faculty union.

Wilkinson stated that the UPI contract negotiation team has almost completed training. Negotiations will begin April 5. The union hopes that the negotiations will be amicable and result in a signed contract by August 31, 2006.

**Adjournment**

Chair Friefeld requested a motion to adjourn. DeLaurentiis moved that the meeting be adjourned. Beaupre seconded the motion. The motion was approved by unanimous voice vote. The meeting adjourned at 11:52 a.m.

Respectfully Submitted,

Colleen Rock Cawthon

**Governors State University**

**Board of Trustees Executive Session**

**March 17, 2006**

**Minutes**

The Board of Trustees Executive Session was held on Friday, March 17, 2006, in the Hall of Honors, Governors State University.

**Call to Order**

The executive session began at 9:10 a.m. The following Trustees were present: Bruce Friefeld, Kristi DeLaurentiis, Jack Beaupre, Kathleen Field Orr, Bill McGee, Lois Mayer, and Student Trustee Dwayne Williams. Trustee Lorine Samuels was absent. Also present were: Stuart Fagan, Paul R. Keys, John Tuohy, Jim Britt, Alexis Kennedy, Peggy Woodard, Colleen Rock Cawthon, and Michael Wortham.

As required by the revised Open Meetings Act, the Executive Session was tape recorded.

**Collective Bargaining**

Woodard gave an update on the upcoming UPI contract negotiations. The administrative negotiation team members are Peggy Woodard, Gail Bradshaw, Eric Martin, Linda Samson, and Jeff Slovak. The current UPI contract will end August 2006.

**Litigation**

Kennedy gave an update on pending cases.

**Personnel**

Keys, Tuohy, Britt, Woodard, and Rock Cawthon were asked to leave for the remainder of the executive session.

**Adjournment**

Chair Friefeld requested a motion to adjourn. Field Orr moved that the meeting be adjourned. Williams seconded the motion. The motion was approved by unanimous roll call vote. The Executive Session adjourned at 9:40 a.m.

Respectfully submitted,

Colleen Rock Cawthon