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10-9-2009

### **Governors State University Board of Trustees Meeting Minutes - October, 9, 2009**

Board of Trustees

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## **GOVERNORS STATE UNIVERSITY**

### **Board of Trustees Meeting, October 9, 2009**

#### **MINUTES**

The Board of Trustees meeting was held on Friday, October 9, 2009 in the William D. McGee Hall of Honors.

#### **CALL TO ORDER AND ROLL CALL**

Chair Samuels called the meeting to order at 11:29 a.m. Roll call was taken, and the following Trustees were present: Lorine Samuels, Jack Beaupre, Kristi DeLaurentiis, Lois Mayer and Student Trustee Bryce Johnsen. Trustee Bruce Friefeld was absent.

Also in attendance: Elaine Maimon, President; Gebe Ejigu, Executive Vice President and Chief of Staff; David Curtis, Interim Provost; Alexis Kennedy, General Counsel; Joan Vaughan, Vice President of Institutional Advancement; John Stoll, Vice Provost; Jeff Slovak, Deputy Vice President of Administration and Finance; Karen Kissel, Associate Vice President for Financial Services and Comptroller; Sherilyn Poole, Associate Vice President for Student Affairs/Dean of Students; Tracy Sullivan, Director of Procurement and Auxiliary Services; Eric Wignall, Coordinator of Instructional Development Center/Online Teaching & Learning; Paul Blobaum, Faculty Senate President; Kathleen Miller, Civil Service Senate President; and David Dixon, Internal Auditor.

#### **APPROVAL OF MINUTES**

Samuels entertained a motion to accept the minutes of the June 12, 2009 Full Board Meeting. DeLaurentiis made a motion. Johnsen seconded. The minutes were approved by unanimous voice vote.

DeLaurentiis asked for a point of clarification, specifically where the Minutes of the June 22, 2009 Executive Committee were in the Board Book. Recording Secretary Johns Maloney pointed out that they had been placed under the wrong tab. They can be found immediately following the Moran Technology Report.

Samuels entertained a motion to accept the minutes of the June 22, 2009 Executive Committee Meeting. Mayer made a motion. Johnsen seconded. The minutes were approved by unanimous voice vote.

#### **INFORMATION ITEMS AND FORMAL REPORTS**

##### **Update on H1N1 Preparedness**

Dr. Poole, Chair of the Emergency Response Team (ERT) presented. The ERT has been meeting with representatives from Will and Cook Counties every six weeks to discuss various emergency preparedness issues. The most recent meeting focused on the H1N1 flu virus. Four "commandments" directed at promoting prevention were given: 1. Wash hands often; 2. Use alcohol based hand sanitizer; 3. Cough into arm or tissue; and 4. Stay home if you are sick. The ERT has implemented an ad campaign advising of these precautions throughout the University, using the GSU View, the website, and with posters and fliers. A large supply of Purel hand sanitizer is on hand and hand sanitizer dispensers have been installed throughout campus. An H1N1 webpage has been set up to provide current information, with links to the Center for Disease Control (CDC) and the Will County Health Department. A GSU hotline has been set

up to report cases of the flu to the University. In the area of instruction, Provost Curtis and the Deans are working to ensure faculty members are able to maintain instruction electronically in the event of a widespread outbreak. The vaccine for H1N1 is currently being reserved for those considered at higher risk including pregnant women, health care professionals, people with chronic health conditions, and young children. The Will County Health Department is setting up clinics around the county with the goal of getting the vaccine to these priority groups. Once a significant number of the priority groups are vaccinated it will be available to others. Seasonal flu shots will be available to the GSU community on October 21 free of charge. The ERT has developed a set of criteria in the event an outbreak would necessitate closing campus. Samuels asked whether any cases of H1N1 had been reported on campus. Poole replied that Professor Lyon sent a student home the other night that was very ill, and that he covered a class for a colleague with the flu. The Will County Health Department has informed the ERT that if a person has the flu now it is probably H1N1 because it is early for the seasonal flu, however no confirmed cases have been reported.

### **Presentation on Technology-Based Instruction**

Professor Wignall presented with Power Point on instructional technology at GSU. Wignall pointed out that enrollment in online courses has been steadily increasing. The money spent for the Center for Online Teaching and Learning and all the facilities that support the Center is just under \$2M, while the income generated by these courses is \$8M. Therefore in terms of a payback, it is considerable. Currently GSU has 300 courses that are fully online, although approximately 40% of all courses have components that are online. Technology has changed dramatically since online instruction was introduced at GSU. Access to the system was difficult, and had many constraints. In addition a desktop computer used to cost about \$2,000, but now a web book with numerous applications can be purchased for as little as \$300. GSU students have a variety of learning tools offered online including the Online Writing Center, Web CT Tutorials, and Workshops, to name a few. The Center is able to build these into GSU's system with links to the proper resources so work does not have to be duplicated. For instructors, a course shell is available online for every course and every section. It is an instructor's choice whether to use these shells or not, however if they don't students can still log in to view them. Studies show that over 70% of Illinois high school students have taken an online course, tested online, or took an online tutorial.

An important aspect of online teaching is integrity and security; in other words how does one ensure that the student taking the course is the one that signed up for it? This begins with an Acxiom Identity Form in the Registrar's office which asks questions only the student would know the answers to. Other tools like *Turn It In* run database searches to detect plagiarism. Studies show it is much harder to cheat online than it is in the live classroom because when a student is online they are required to interact; they can't hide in the back of the classroom. Tests can easily be changed so they aren't copied. The Center for Online Teaching and Learning provides faculty workshops throughout the year to aid instructors in developing their online content. *Blackboard* is coming out with more capability and more interactive items, and free programs are available now more than ever before. GSU has a lot more media capability; it's about making sure the media is available to the students. The big push now is to move pieces of software online rather than have them installed on a PC.

Johnsen asked if the pass/fail rates were improving as technology progresses. He expressed concern that a lot of students were failing initially with the influx of technology because of problems interacting with the technology. Wignall replied that those rates vary dramatically between community colleges and upper division/graduate programs. DeLaurentiis asked what division of the University the Center falls under. Wignall answered that it reports to John Stoll, Vice Provost, however the Center actually lives in multiple worlds with some funding coming from the College of Health and Human Services. Samuels asked if this component was an integral part of the marketing piece for *Strategy 2015's* enrollment goals. Wignall replied he could not speak directly to the marketing, but he could speak to the fact that students expect

this material online. The Center is currently building the infrastructure for a huge influx of online teaching expected in the next 5-8 years. Maimon added that the University is taking a broad based view of how to market distinctive features, and certainly the University's online instruction capabilities will be a part of that. Wignall pointed out that colleagues of his in other parts of the world have had huge problems with the H1N1 flu shutting down their institutions for weeks because they didn't have the online infrastructure in place; GSU should not experience such a problem. Mayer asked whether there was a difference in the cost of taking an online course versus a traditional class. Stoll explained there is no appreciable cost differential for students; the technology fee is the same. However a completely extended learning schedule could incur a \$15/credit hour fee, but if a student took one course online and two courses on campus then the fees would be exactly the same. Samuels thanked Professor Wignall for his presentation on behalf of the Board.

### **ADOPTION OF THE CONSENT AGENDA**

Chair Samuels stated that the Board's committees have met, deliberated and have recommended that the following resolutions be placed on the Consent Agenda: ***Resolution 10-02, 10-04, 10-05, 10-06, 10-07, 10-08, 10-09, 10-10, and 10-11.*** *Resolution 10-03: Approval for Personal Day for Non-Negotiated Employees* was withdrawn at the request of President Maimon, and the Board agreed. Samuels asked if any Board member would like to request the removal of any other resolutions from the Consent Agenda, to be considered on the Agenda of the Full Board Meeting. There were no requests.

There being no discussion Samuels entertained a motion to accept the Consent Agenda as written. Beaupre made a motion. Johnsen seconded. The Consent Agenda was approved by unanimous voice vote. DeLaurentiis made a point of recognition, requesting that the Administration report on the guidelines and criteria for the Dually Admitted Community College Policy and the Debt-Free Undergraduate Education. Maimon and Ejigu made note of the request.

### **RESOLUTIONS NOT ON THE CONSENT AGENDA**

Samuels reported that *Resolution 10-13: Termination of Employment* was tabled during the Human Resources Committee Executive Session. She entertained a motion to accept *Resolution 10-12: Approval of Board of Trustees Meeting Dates for 2010.* DeLaurentiis made a motion. Johnsen seconded. The motion passed by unanimous voice vote. There was no discussion.

### **REPORTS**

#### **Lorine S. Samuels, Chair**

Samuels reported that the August Board Retreat provided an important opportunity for discussion on a number of crucial topics including enrollment and the Higher Learning Commission (HLC) Reaccreditation visit. The HLC visit tops the list of important events. Dr. Curtis' presentation at the Retreat provided great insight into the process and the Board believes GSU is well prepared for the visit. Another topic of discussion was GSU's 40<sup>th</sup> Anniversary, which will culminate in a full week of events beginning November 1. Efforts to achieve the goals outlined in *Strategy 2015* are moving ahead, with progress being charted on a dashboard program on the GSU website. Chair Samuels recently attended the luncheon for the Faculty Excellence Awards and a high tea for new and newly tenured faculty. Both were demonstrative of the high quality of GSU's faculty. In FY09, despite the difficult economic environment, the GSU Foundation met its fundraising goals, and as a result the Foundation Board has increased its fundraising goal to \$500,000, with Foundation Board members stepping up their personal efforts to raise funds off campus. This significant support, as well as the support of the Trustees, faculty and staff reflects the University's passion for the GSU Mission. Amongst the demonstrations of support is a letter the

Board received from Professor James Coldren, thanking the Board and the Administration for their support of the Criminal Justice Master's Degree Program, which was recently approved by the IBHE. Samuels responded to Coldren on behalf of the Board, thanking him for his leadership and his achievement, and assuring him of the Board's continued support. In administrative matters, the Board is conducting a review of its operating and institutional documents, and revising them as necessary. Proposed changes will be considered at the December Board meeting. Samuels went on to highlight how the economic uncertainty continues to cause students to struggle to pay their tuition. If the MAP grant funding is cut, it will have a devastating effect on the students and the University. Therefore, it is imperative that the Board and the Administration communicate the seriousness of this issue to state legislators, an effort that will continue in earnest. Similarly the dialogue with legislators to ensure the E & F wing renovation project is included in the first round of bond issues must continue. Samuels concluded by observing that the academic year has begun with great promise and vigor, and expressing her confidence that this will be another banner year for GSU and its students.

**Dr. Elaine P. Maimon, President**

Maimon opened by pointing out a package before the Trustees, which contains a gift the GSU Foundation is giving to faculty and staff that contribute to the Campus Community Campaign. She urged all those in attendance to consider making a contribution to this worthy cause. She went on to outline the upcoming events to celebrate the University's 40<sup>th</sup> Anniversary, including a discussion panel moderated by Dr. Paul Green, with Dr. Leo Goodman-Malamuth, former GSU President, Dr. Blondean Davis, SD 162 Superintendent, Dr. Adenuga Atewoloqun, Vice President of Academic Affairs at Prairie State College, and Maimon. This lively interactive discussion will touch on where GSU has been, where it is now, and where it looks to be in the future. Following the discussion panel will be the unveiling of the GSU History Wall and reception. The following day, November 7, the 40<sup>th</sup> Anniversary Gala will take place, which includes a Tribute to the Motown Greats concert in the CPA. During the Gala the first ever Alumni Award will be presented. The following day Dr. Davis' School District 162 will receive its Blue Ribbon Award during a ceremony in the CPA, to be attended by Governor Pat Quinn.

As noted last week, the bid for *Chicago 2016* unfortunately did not succeed, however today President Barack Obama received the Nobel Peace Prize, which trumps the Olympics! However the discussions and meetings with the *Chicago 2016* team were a good thing for GSU and the Southland because it focused attention on the area. Maimon extended a special thanks to Trustee DeLaurentiis for her diligence in initiating the negotiations with *Chicago 2016*. GSU now is definitely on many more people's radar screens. Lobbying for the renovation of the E & F Wings continues to be a priority. At this very moment legislators are discussing what projects to include in the first higher education bond issue. GSU's goal is to be in that first bond issue, and the Board and Administration are working day and night to achieve that.

MAP funding, the state level financial aid program for students, is under the threat of being discontinued. In response all State university presidents, UPI units, and student governments have been campaigning to ensure MAP funding will continue. Activities have included letter/email writing campaigns being held on campuses to assist students in reaching out to the appropriate legislator and rallies being held throughout the State. Joan Vaughan and Maimon will be attending a rally in Springfield next week. At that time they will meet with Representative Toi Hutchison and others regarding the MAP Program and the E & F Wing renovation. Hutchison is attempting to get GSU on the Senate floor. Although optimistic that MAP will be funded for the next semester, Maimon cautioned that often money is appropriated but there is no revenue stream to fund it and therefore no money to carry it out. Maimon pointed out that the State has not reimbursed GSU since July 1; as is the case with other State universities. The Council of Presidents met earlier this week and was told no funds would be released until the State receives more federal

stimulus money. Therefore GSU may not be reimbursed until December. Essentially the State of Illinois is broke.

In planning for the FY11 budget, which promises to be a very challenging year, the goal is to be prudent. Strategic enrollment management is key. With Student Credit Hours (SCH) up over 5% and full-time undergraduate enrollment up 20.5%, GSU is in a good position and truly on the verge of being the model 21<sup>st</sup> century university. The recent *Connections* customer service training program is seen to be essential to the enrollment growth efforts. It is important that the University move from being a gatekeeper to a problem solver, working with students to figure out solutions so they can thrive. Ejigu, Bordelon and Foster Curtis have already completed the program; it is important that the leaders of the campus participate in the Connections program. Maimon stated recent emails have had a more positive tone with people commenting on the great service they are receiving. Maimon then distributed a photograph of a PACE bus “wrapped” with an advertising of GSU. She credited PR Director Eric Matanyi for his clever advertising plan. The other side of the bus is wrapped with an ad for Kankakee Community College, a feeder school, with text demonstrating the link of attending KCC and then GSU.

Maimon continued by stating GSU has been doing a good job for many years, as documented by recent Alumni surveys. The classes of 2007 and 2003 were the latest to be contacted, and the Office of Institutional Research received a terrific response rate. More than 90% of alumni stated they would recommend GSU for higher education. This type of information will be very impressive to the HLC Site Team when they visit GSU next month. In terms of the Provost Search, to date 75 candidates have applied for the position. Dr. Jamie Ferrare, GSU’s consultant at Academic Search Inc., is finding there is a positive buzz about GSU nationally, and this group of candidates is very strong. Finally, this year’s Why Not? Award went to Mary Rothenberg, who suggested GSU have a V-Team, or Volunteer Team, to turn to when volunteers are needed for any event. She was recently honored at a luncheon. Maimon concluded by stating “It is the worst of times; it is the best of times, and we are confronted with insurmountable opportunities.”

**Paul Blobaum, President, Faculty Senate**

Blobaum expressed his confidence that the upcoming HLC Site Visit will be a success, stating the document and team are very impressive. As a member of the Provost Search Committee he has been busy going through the 75 applicants, and looks forward to meeting with the Committee later this month to narrow down the list. The 40<sup>th</sup> Anniversary observances look to be very stimulating and enjoyable, and he looks forward to them. The change in the academic calendar in the fall of 2010 is of concern. While he welcomes implementation of strategies that are responsive to students’ needs, a lot of work is involved with such an implementation such as possibly adjusting curriculum, the impact on degree completion, and the issue of faculty summer hours. However Blobaum expressed nothing is insurmountable and the faculty looks forward to the implementation of the revised academic calendar. With regard to budget issues, the faculty is appreciative of the designation of travel funds this year, stating that colleagues at other institutions have no travel funds. Blobaum commended Student Senate President Garnica for her efforts to enlist students to write legislators, go to local rallies, and go to Springfield. Blobaum anticipates that at next week’s Faculty Senate meeting a resolution will be passed in support of the reinstatement of MAP funding. Finally, Blobaum stated it has been an honor to serve as Faculty Senate President these past two years, and as representative to the Board of Trustees. Next week the Faculty Senate will elect new officers, however he will continue to serve the University through his other campus commitments.

Samuels expressed to Blobaum that it has been great working with him, and congratulated him on his Excellence Award.

**Carmin Garnica, President, Student Senate**

Garnica was absent due to illness.

**Kathleen Miller, President, Civil Service Senate**

Miller stated all materials for the HLC Site Team Resource Room have been provided to Dean Dates Casey and she feels the University is well prepared. She apologized for missing the last Board meeting, and thanked former Student Trustee Elizabeth Green for delivering her report. Since that time the Civil Service Senate held a picnic for staff which included a friendly softball game. Feedback from staff was overwhelmingly positive, with participants stating it was the most fun they ever had. The Annual Civil Service Cookout, which takes place in August, earned over \$1000. Miller thanked FSI Manager, Shannon Lauridsen, for allowing the Senate to store food in the kitchen during the sale. The proceeds will enable the Senate to award four \$250 scholarships each trimester. Eligibility requirements for staff scholarship applicants have been amended, lowering the minimum SCH to 3, in order to garner a larger pool of applicants. Family member applying will still be required to be enrolled in 6 SCH. In November five Civil Service Senate Senators will be traveling to SIU-Edwardsville for the Council of Councils. Miller concluded by reminding the assembly Civil Service Day will take place on Wednesday, December 9.

Maimon reported some late breaking news: GSU received reimbursement from the State in the amount of \$2,000,000 today.

**EXECUTIVE SESSION**

An Executive Session was not required.

**PUBLIC COMMENT**

There were no requests for public comment.

**COMMENTS BY THE TRUSTEES**

Johnsen commended Garnica for her efforts to back continued MAP funding. He recounted how she arranged for computers, electronic letter templates, as well as lunch so students could easily contact legislators. He stated the computer terminals were full from 11:00 a.m. to 6:00 p.m. and over 200 letters were signed and sent to legislators. Johnsen will be meeting with the Student Government next week to organize for the rally in Springfield.

Beaupre applauded the authors of the GSU View, Eric Matanyi and Lindsay Gladstone, for the fine job they are doing. It is a very informative piece.

DeLaurentiis thanked Professor Blobaum for his efforts participating in this body over the past two years. Mayer echoed her sentiments, stating that it has been a great pleasure to work with Blobaum.

Samuels entertained a motion to adjourn. DeLaurentiis made a motion. Mayer seconded. The motion passed by unanimous voice vote. The Board of Trustees Full Board Meeting adjourned at 12:53 p.m.

Respectfully submitted,

Joan Johns Maloney