

**GOVERNORS STATE UNIVERSITY
BOARD OF TRUSTEES
BUDGET AND FINANCE COMMITTEE**

Approved at 5-15-20
B&F Committee Meeting

Minutes of the Monday, March 23, 2020 Meeting

Note: As permitted by Illinois Governor Executive Order number 2020-07, dated March 16, 2020, the March 23, 2020 Budget and Finance Committee meeting was held via Zoom.

Call to Order and Roll Call

The Governors State University Board of Trustees Budget and Finance Committee meeting for Monday, March 23, 2020 was called to order by Chair Angela Sebastian-Hickey at 9:01 am. Roll call was taken and Trustees Kevin Brookins, John Brudnak, Pedro Cevallos-Candau, Lester Van Moody, and Angela Sebastian-Hickey were in attendance. Trustee Jim Kvedaras also attended.

Also in attendance:

Elaine P. Maimon, President

Sarah Boeckman, Interim General Counsel, Burke Burns & Pinelli, Ltd.

W. Paul Bylaska, Vice President for Administration and Finance

Elizabeth A. Cada, Provost and Vice President for Academic Affairs

Penny Perdue, Chief of Administrative Operations and Liaison to the Board

Catherine Balthazar, Dean, College of Health and Human Services

Villalyn Baluga, Associate Vice President for Finance

Will Davis, Vice President for Institutional Advancement and CEO of the GSU Foundation

Shannon Dermer, Dean, College of Education

Kristoffer Evangelista, Chief Internal Auditor

Anne Gill, Interim Associate Vice President, HR

David Golland, Faculty Senate President

Sarah Hirsch, Marketing and Communication

Joseph Kearns, ITS Associate

Andrae Marak, Dean, College of Arts and Sciences

Paul McGuinness, AVP Enrollment Management

Heather Penn, Digital Learning and Media Design

Bonnie Phillips, Chicago State University

John Potempa, Associate VP for Facilities Development and Management

Chuck Pustz, AVP for Information Technology

Sanat Ranganathan, General Counsel

Ruth Salgado, Burke, Burns & Pinelli, Ltd.

Tracy Sullivan, Assistant Vice President of Procurement

Renee Theiss, Faculty, College of Health and Human Services

Jun Zhao, Dean, College of Business

Sandra Zurawski, Director of Budget and Financial Planning

Other members of the general public were also in attendance.

Public Comment

William Kresse, Associate Professor, College of Business

Professor Kresse provided his comments regarding the impact to the University's expenses due to COVID-19 situation.

Approval of Minutes

Chair Sebastian Hickey asked for a motion to approve the minutes of the November 15, 2019 and the January 27, 2020 Budget and Finance Committee meetings. Trustee Brookins motioned. Trustee Cevallos-Candau seconded. The minutes were approved via a unanimous voice vote.

Information Items

Chair Sebastian-Hickey explained that the agenda item titled "Open/Follow-up Items from Previous Meeting" will be included in all Budget and Finance meetings. In relation to that agenda item, Paul Bylaska, Beth Cada, Provost, and Shannon Dermer, Dean of the College of Education, reported on the Family Development Center enrollment plan. Discussion ensued.

Bylaska called the Committee's attention to a Usage of Surplus Funds chart provided in the Board Book. Discussion ensued. Sebastian-Hickey requested a list of GSU position vacancies be provided at a future board meeting.

Bylaska called the Committee's attention to the Contractual Services Expenditures and the Facilities Projects charts provided in the Board Book. Discussion ensued. Cevallos-Candau asked that Bylaska provide more information regarding the engineering issues with the proposed athletic fields.

Bylaska called the Committee's attention to the memorandum from Columbia Capital, regarding the possibility of refinancing GSU debt, provided in the Board Book. Discussion ensued.

Bylaska called the Committee's attention to a list of legislators in the legislative districts that GSU primarily serves. The list was included in the Board Book. There was no discussion.

Bylaska called the Committee's attention to the BEP/Purchasing chart provided in the Board Book. Discussion ensued.

Bylaska called the Committee's attention to a list of the different types of financial aid, provided in the Board Book. There was no discussion.

Bylaska called the Committee's attention to a document in the Board Book which outlines the actions being taken to address timesheet requirements and audit findings. Discussion ensued.

Bylaska called the Committee's attention to the Update on Capital and Deferred Maintenance Projects provided in the Board Book. Discussion ensued. This was the last of the Open/Follow-up Items.

Bylaska and Lyn Baluga reported on the FY19 Financial and Compliance Audit agenda items, explaining that the FY19 Financial Audit was just made available Feb. 19 and that the Compliance Audit is not yet available. Discussion ensued.

Bylaska and Kristoffer Evangelista, Internal Auditor, presented the Internal Audit Plan, which introduced the work of the Internal Audit Office to the Committee. Discussion ensued.

Bylaska and Sandra Zurawski, Director of Budget and Financial Planning, reported on the planning for the Preliminary Operating Budget for FY21. Discussion ensued.

Action Items

Chair Sebastian-Hickey requested a motion to place Resolution 20-41, Consideration and Possible Recommendation to Approve Increase in AY20/21 Tuition Rates on the May 8th Board agenda for the full Board's consideration and discussion . Trustee Brookins motioned. Trustee Brudnak seconded. The motion passed unanimously on a voice vote.

The meeting adjourned at approximately 11:10am with a motion from Trustee Brudnak and a second from Trustee Cevallos-Candau. The motion passed unanimously on a voice vote.

Respectfully submitted,
Penny Perdue
Recording Secretary