



**BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE MEETING  
WEDNESDAY, DECEMBER 8, 2010  
8:00 AM**

**WELLS FARGO PLACE  
30 7TH STREET EAST  
ROOM 3310, 3RD FLOOR  
SAINT PAUL, MN**

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*In addition to committee members attending in person, additional committee or board members may participate by telephone. Members of the public may attend in person.*

**Executive Committee Agenda**

*Scott Thiss, Chair*

- (1) Minutes of November 3, 2010**
- (2) Update on Searches
- (3) Electronic Board Book - iPads
- (4) Leadership Council Comments
- (5) Other Business

Executive Committee

Scott Thiss, Chair  
Clarence Hightower, Vice Chair  
Duane Benson, Treasurer  
Cheryl Dickson  
Dan McElroy  
Christine Rice  
Louise Sundin

**BOLD denotes action item**

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE  
MEETING MINUTES  
November 3, 2010**

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Executive Committee Members Present: Scott Thiss, Chair, Duane Benson, Cheryl Dickson, Clarence Hightower, Dan McElroy, Christine Rice and Louise Sundin

Executive Committee Members Absent: None

Other Members Present: Jacob Englund and Alfredo Oliveira

The Minnesota State Colleges and Universities Board of Trustees Executive Committee met at Wells Fargo Place, 30 7th St., E., 4th Floor, World Trade Room, Saint Paul, on Wednesday, November 3, 2010. Vice Chair Clarence Hightower convened the meeting at 8:02 AM and announced that a quorum was present. Chair Scott Thiss and Trustees Jacob Englund, Alfredo Oliveira and Christine Rice participated by conference call.

**(1) Minutes of October 6, 2010**

The minutes of the Executive Committee meeting of October 6, 2010, were approved.

**(2) First Quarter FY11 Board Operating Budget**

Trustee Duane Benson, Treasurer, reported that the first quarter report is for the period July 1, 2010, through September 30, 2010. The Board's operating budget is \$212,500, plus \$1,222 for carry-forward funds from FY10. The carry-forward is for an expense that occurred in FY10, but the invoice was received after the close of FY10. During the first quarter, actual expenses were \$31,000 or 15 percent of the budget. Encumbered funds are \$103,129 with a balance of \$79,567. Trustee Benson reported that the budget is on track. Compared to last year, the budget also was \$212,500; actual expenses were \$27,000, or thirteen percent; and encumbered funds were \$126,748 with a balance of \$58,685.

**(3) Update on October 19-20, 2010 Retreat**

Trustee Benson gave an update on the outcomes from the retreat. One was that the Board wanted to start a statewide discussion around a common agenda for higher education, including the University of Minnesota, the Minnesota Private College Council and K-12. A motion was introduced at the retreat to accept the concept, but it was withdrawn after consultation with General Counsel Gail Olson. Also, some trustees felt a motion was not needed. Other ideas introduced at the retreat were reducing costs by Trustee James Van Houten; a guaranteed tuition by Trustee Phil Krinkie; and increasing the graduation rate and closing the achievement gap by Trustee Dan McElroy. Chair Scott Thiss commented that some of these suggestions can be assigned to committees. He continued that the retreat was the idea phase and that the next phase would be developing a plan that would be introduced after the first of the year. Trustee Benson noted that the common agenda has a consensus. He concurred with Chair Thiss that the other ideas can be referred to committees where the substantive work must take place. Trustee Cheryl Dickson supported Chair Thiss' suggestion and noted that while there was agreement on a common agenda, the other issues were introduced but did not have agreement. Trustee Louise Sundin noted that another idea from the retreat was year-round education.

Chancellor James McCormick explained that he is a member of the Higher Education Advisory Council (HEAC). The other members are the heads of the Minnesota Career College Association, the Minnesota Department of Education, the Minnesota Private College Council, and the University of Minnesota. The Chancellor will suggest that the Council invite the Board chairs to a future meeting to discuss a common agenda.

Vice Chair Hightower commented that there are two separate issues – the common agenda and the additional ideas. There was a discussion about whether to take action on the additional ideas. Chair Thiss explained that some of the ideas are good, but his concern is that the committees already are working on their big ideas and goals for the year. For example, wasteful spending is on the Finance and Facilities Committee's agenda and Academic and Student Affairs is studying a three-year baccalaureate. Chancellor McCormick noted the need for a cohesive voice on higher education, adding that it is important for the governor to take the lead with the encouragement of the Board of Trustees and the Board of Regents and to work with the director of the Office of Higher Education.

**(4) Approach to Response to the Office of the Legislative Auditor Report**

Vice Chair Hightower said this item is on the agenda because questions have come up on how the Board and Chancellor are going to respond to the report. Chair Thiss proposed a response letter to Senator Ann Rest, Chair of the Legislative Audit Commission, with an attachment summarizing the status of issues that were cited in the report. Beth Buse, Executive Director, Office of Internal Auditing, explained that this item is on each of the Board's committees' agendas in November for discussion. The Audit Committee will review it prior to a study session for the Board to review a draft response.

Trustee Benson said that he once was a member of the Legislative Audit Commission, and typically there is no follow-up after it hears a report. He inquired if there was an opportunity to share the story with the help of Public Affairs about how the Board, Chancellor and system responded to the report. Chair Thiss and Chancellor McCormick thought it a good idea.

**(5) Review Draft Schedule/Agenda for Meetings on November 16-17, 2010**

Vice Chair Hightower reviewed the draft schedule/agenda for the meetings on November 16 and 17, 2010. Finance and Facilities needs extra time for the FY2012 budget request. Dr. Eugenia Paulus, a chemistry instructor at North Hennepin Community College, will report (during the Advancement Committee) on the White House Summit on Community Colleges. She was the only Minnesota at the invitation-only event. Trustee Sundin inquired if there will be a legislative agenda, which she believes important given the turnover in both houses. Trustee Rice reported that Academic and Student Affairs will need more time and may have a study session in December to review completion rates and developmental education. Following up to a question on mission reviews, General Counsel Gail Olson explained that Board Policy requires they be reviewed every five years. Vice Chancellor Lori Lamb said there will be a closed session during the Human Resources Committee on bargaining.

**(6) Update on Searches**

Vice Chancellor Lamb reported that the Chancellor's search is underway. The next meeting of the Search Advisory Committee is on November 30, 2010. The committee

will also meet in December for preliminary interviews and then refer names to the Chair of the Board. The Board will meet on February 2, 2011, for finalist interviews.

Vice Chancellor Lamb announced that President David Danahar, Southwest Minnesota State University, will retire on June 30, 2011. The Chancellor plans to conduct a study of the area's educational needs to determine whether an alignment of services between Southwest Minnesota State University and Minnesota West Community and Technical College would be appropriate. A recommendation may be available by spring, when the Chancellor also will recommend an interim appointment for a president at the university. Vice Chancellor Lamb explained that the Chancellor also conducted a study on aligning Anoka Technical College and Anoka-Ramsey Community College under one president. The results were positive. While each institution will maintain its separate missions and accreditations, there will be efficiencies in services and delivery. Trustee Dickson inquired if an alignment with Anoka-Ramsey Community College and Pine Technical College had been considered given the gap in baccalaureate preparation and availability in that area north of the Twin Cities. Chancellor McCormick replied that alignment may be considered but not until President Robert Musgrove, Pine Technical College, retires.

Other retirements include President Larry Litecky, Century College and President Donovan Schwichtenberg, Saint Paul College, effective June 30, 2011. A national search will be conducted for new presidents at both colleges.

#### **(7) Leadership Council Comments**

Dr. Kevin Kopischke, President, Alexandria Technical and Community College, and Co-chair of the Leadership Council reported that the council met on November 1. The transition of credentialing to the campuses was moving along. The council discussed the FY12-13 operating budget and concerns with future wage and benefit increases; persistence and completion and number of degrees conferred; and heard a report on transfer within the system from Jessica Medearis, Associate Director, Minnesota State College Student Association and Shannah Moore-Mulvihill, Director of University and System Relations, Minnesota State University Student Association.

President Kopischke reported that Minnesota Power is hosting a conference on integration between K-12 and higher education. Chancellor McCormick added that businesses also are excited about the system's FastTRAC program, a collaborative service delivery for improving education and employment outcomes of adult Minnesotans.

#### **(6) Other Business**

Trustee Rice inquired about the Academic and Student Affairs Committee convening for a study session in December to better understand remedial education and best practices. Chair Thiss approved the request for a study session. Trustee Sundin inquired about the status of encouraging and rewarding alternative energy on the system's campuses. Vice Chancellor/Chief Financial Officer Laura King replied that two projects are underway, and she will forward more information on them and other energy management and alternative energy projects.

#### **Adjournment**

Vice Chair Hightower adjourned the meeting at 9:25 AM.