

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
November 17, 2010**

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***Human Resources Committee Members Present:*** Clarence Hightower, Chair; Thomas Renier, Vice Chair; Cheryl Dickson; Dan McElroy; David Paskach; Scott Thiss

***Human Resources Committee Member Absent:*** Christine Rice

***Other Board Members Present:*** Duane Benson; Jacob Englund; Christopher Frederick; Phil Krinkie; Alfredo Oliveira; Louise Sundin; James Van Houten

***Leadership Council Committee Members Present:*** Lori Lamb, Vice Chancellor for Human Resources, and Earl Potter, President, St. Cloud State University

The Minnesota State Colleges and Universities Human Resources Committee held its committee meeting on Wednesday, November 17, 2010, at Wells Fargo Place, 4<sup>th</sup> Floor, Board Room, 30 Seventh Street East, in St. Paul. Chair Hightower called the meeting to order at 8:45 a.m.

**1. MINUTES OF SEPTEMBER 15, 2010**

*Chair Hightower called for the motion to approve the minutes of the Human Resources Committee meeting on September 15, 2010. The minutes were moved, seconded and passed without dissent.*

**2. HUMAN RESOURCES UPDATE**

Vice Chancellor Lamb reported that the fall human resources conference was held on October 13 and 14, 2010, at Arrowwood Conference Center near Alexandria. Highlights included presentations made to this year's recipients of the HR All Star awards and the announcement of the new HR scholarship fund.

**3. UPDATE ON SEARCHES**

Vice Chancellor Lamb stated that progress on the chancellor search is proceeding well. The Search Advisory Committee will meet on November 30, 2010, to narrow the candidate field for initial interviews. Initial interviews will be held on December 13 and 14, 2010, and finalist interviews are scheduled before the full Board of Trustees on February 2, 2010.

With the announcement of President Danahar's retirement at Southwest Minnesota State University and upon his departure effective on June 30, 2011, Chancellor McCormick has determined that it would be most effective to appoint an interim president for a one-year period. He believes that it would be appropriate to conduct a thorough study of the regional educational needs in southwest Minnesota prior to making any decision about permanent leadership in that area. This study will include consideration of whether it is appropriate to consider some type of alignment of educational services between Southwest Minnesota State University and Minnesota West Community and Technical Colleges. A study will begin

immediately and include consultation with the community stakeholders in the 18-county region in southwest Minnesota, as well as all campus constituents. A final recommendation will likely be available in spring or summer 2011.

Anoka Technical College and Anoka-Ramsey Community College presently have interim presidents whose agreements expire on June 30, 2011. The Chancellor has reviewed whether it would be in the best interest of the colleges and system to align these two colleges under the direction of one president. Following consultation with both the surrounding communities and campus constituencies, the Chancellor has concluded that alignment of the two institutions under one president will better serve students and will allow for administrative efficiencies. As such, a search process for one president to lead both institutions starting July 1, 2011, has been initiated.

National searches are underway for presidents at Century College and Saint Paul College.

#### **4. SUCCESSION PLANNING**

Todd Harmening and Anita Rios from the Office of the Chancellor presented information on the initial development of a succession planning framework intended to identify, develop and promote leaders who can ensure the success of the system. They discussed the following components:

- Purpose of the program
- Measurable objectives
- Competencies needed for success
- Assessing employee performance and potential
- Narrowing gaps through development
- Evaluating results

It is further intended to develop a communications plan and identify the barriers and challenges. Succession planning will be brought back to the Board upon its conclusion.

#### **5. EXECUTIVE SEARCH PROCESS**

Vice Chancellor Lamb provided an overview of improvements which have been made to the executive search process. She introduced the newest member of her staff, Janet Korpi, who has been hired as director of talent acquisition to assist with and guide presidential searches. Being piloted this year is the creation of an internal screening committee whose purpose is to narrow down the applicants before forwarding to the campuses for further vetting. Previously, campuses have had to screen all applicants. Another new effort in the search process is the establishment of a public Web page showing the current status of all executive searches.

Not being recommended at this time are a separate process for sitting presidents who are in the candidate pool and having the full Board of Trustees interview candidates. Vice Chancellor Lamb stated reasons for the decisions made in these areas. Trustee Englund requested revisiting the issue about the Board interviewing candidates at a later date. Chair Thiss asked about the current guidelines on search committees to ensure we are meeting the full intent of trustee involvement and recommended policy. Vice Chancellor Lamb stated that the current policy describes having one to three trustees involved in the search process and that we are in compliance with that policy.

**6. FOLLOW-UP TO OLA EVALUATION OF THE SYSTEM OFFICE**

Two issues had been assigned to the Human Resources Committee from the OLA Evaluation of the System Office: Classification Delegation and Two-Year Faculty Credentialing. Recommendations are to have both processes delegated to the campuses, and plans are in progress to make that happen.

Meeting adjourned at 9:40 a.m.

Submitted by,  
Vicki Schoenbeck, Recorder