



**BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING
TUESDAY, DECEMBER 11, 2012
8:00 AM**

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
30 7TH STREET EAST
ROOM 3310, 3RD FLOOR
SAINT PAUL, MN**

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

Clarence Hightower, Chair

- (1) Minutes of June 6, 2012**
- (2) Special Meetings
 - Date to Be Determined: Audit Committee and Board of Trustees to Approve and Release Audited Financial Statements
 - February 26, 2012: Human Resources and Board of Trustees for Presidential Appointments
- (3) Discuss Policy 3.24 System and College and University Missions
- (4) Follow-up from Retreat
 - Protocol for Working Together as a Board
 - Board Policy 3.36 Academic Programs
 - Other

Executive Committee

Clarence Hightower, Chair
Thomas Renier, Vice Chair
Michael Vekich, Treasurer
Duane Benson
Cheryl Dickson
Philip Krinkie
Louise Sundin

BOLD denotes action item

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
MEETING MINUTES
June 6, 2012**

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

Executive Committee Members Absent: Dan McElroy

Other Members Present: Brett Anderson, Jacob Englund, Phil Krinkie, Alfredo Oliveira, Thomas Renier and James Van Houten

Also Present: Chancellor Steven Rosenstone and President Edna Szymanski

Chair Scott Thiss convened the Executive Committee at 8:00 a.m., at 30 7th St., E., 3rd Floor, Room 3310, St. Paul, on June 6, 2012. A quorum was present. Trustees Clarence Hightower, Alfredo Oliveira and Thomas Renier and President Edna Szymanski participated by telephone.

(1) Minutes of May 2, 2012, Meeting

The Executive Committee meeting minutes of March 2, 2012, were approved as written.

(2) FY2013 Board Operating Budget

Trustee Duane Benson reported that as requested by the Executive Committee, line items were added to the board's operating budget for the amplification and audio-streaming of the meetings, membership dues in national higher education organizations and the board's travel accident insurance coverage.

(3) Draft Schedule/Agendas for Annual Board Meeting on June 19-20, 2012

The draft schedule and agendas for the committee and board meetings on June 19-20, 2012, were reviewed. Chancellor Steven Rosenstone commented on the two study sessions. Greg Page, CEO, Cargill, and chair of the Itasca Project's Higher Education Task Force will report on "Higher Education Partnership for Prosperity." Brenda Cassellius, Education Commissioner and Larry Pogemiller, Director, Office of Higher Education will present "A Vision for Redesigning Grades 11, 12, 13 and 14 in Minnesota." The proposed new policy 1C.4, Fiduciary Duty, System Pension Plans will be presented for a second reading at the Finance and Facilities Committee, instead of a joint meeting with the Human Resources Committee. Responding to a question about the election of officers, General Counsel Gail Olson stated that secret ballots are not allowed, but written ballots are permissible. Any trustee may ask for the elections to be conducted by ballot.

(6) Leadership Council Comments

President Edna Szymanski, Minnesota State University Moorhead, reported that this will be her last time reporting on the Leadership Council to the Executive Committee. President Larry Lundblad, Central Lakes College, is the incoming co-chair and will report next time. She announced that Chancellor Rosenstone's leadership has actively engaged the presidents in advancing the strategic framework.

Adjournment

Chair Thiss adjourned the meeting at 8:55 a.m.



**Minnesota State Colleges and Universities
Board Policies
Chapter 3 – Educational Policies**

3.24 System and College and University Missions

Part 1. Purpose. The purpose of this policy is to establish conditions and processes for the review of system and college and university missions.

Part 2. Definitions. The following definitions apply to this policy and related procedure.

Mission: Mission means the distinct purpose of the college or university, the constituents served and the expected outcomes, values and goals, and aspects such as institution culture, decision making processes, and the principles and behaviors to reach aspirational outcomes.

Vision: Vision means the aspirations of the college or university, the primary products or services, the distinctive or unique attributes of the college or university, and assumptions about the college and university and its environment in the future.

Part 3: Review and Approval of the System Mission and Vision

The Board of Trustees shall review, revise as appropriate, and approve the system mission and vision at least once every five years. The mission and vision shall advance the higher education needs of the state. The Board of Trustees shall assure there is consultation with faculty, students, employers and other essential stakeholders. The Chancellor shall promulgate procedures for the development of the system mission and vision.

Part 4: Review and Approval of College and University Mission and Vision Statements

College or university mission and vision statements require Board of Trustees approval at least once every five years. The Chancellor shall have authority to approve minor revisions to an approved mission and vision statement. A college's or university's mission and vision shall support achievement of the system mission and vision and shall provide a foundation for evaluation, accountability, and regional accreditation. The Chancellor shall promulgate procedures to guide the Board of Trustees' review and approval of a college or university mission and vision. Each college or university, with consultation from faculty, students, employers and other essential stakeholders, shall be given considerable latitude to express its mission and vision.

Part 5. Academic Award. A change in authority to confer an academic award is subject to approval by the Board, following a first and second reading in accordance with Policy 1A.1 Part 6, Subpart A.

Part 6: Alignment of College and University Missions and Visions

The Chancellor shall report to the Board of Trustees on the alignment of college and university missions and visions with the system mission and vision and with Minnesota's higher education needs, statutory authority, structure and resources at least once every five years. Based on this

review which shall include consultation with faculty and staff, students, employers and other essential stakeholders, the Board may redirect a college's or university's mission and vision to advance regional and statewide higher education interests.

Date of Adoption: 06/16/99,

Date of Implementation: 07/01/99,

Date and Subject of Revision:

04/21/10 - *Changed Institutional to College and University in the Policy title as well as throughout the policy. Added part 1 Purpose, Part 2 Definitions, and Part 5 Academic Award. Other amendments to ensure that college missions and visions clearly reflect the priorities set in state law and decisions of the Board of Trustees.*



Minnesota State Colleges and Universities Board Policies Chapter 3 – Educational Policies

3.36 Academic Programs

Part 1. Purpose and Applicability. The purpose of the Academic Programs policy is to direct decision-making regarding the development, approval and management of credit-based academic programs.

The academic programs of the Minnesota State Colleges and Universities should prepare graduates for work, life, and citizenship. Academic programs should create graduates who are creative, innovative, and able to respond with agility to new ideas, new technologies, and new global relationships. Graduates should be able to lead their professions and adapt to the multiple careers they will have over their lifetimes. Graduates should have the ability to think independently and critically; be able to resourcefully apply knowledge to new problems; proactively expect the unexpected, embrace change and be comfortable with ambiguity; and be able to communicate and work effectively across cultural and geographic boundaries.

In order to meet Minnesota's educational needs, the Minnesota State Colleges and Universities shall endeavor to:

1. Ensure quality and excellence that is competitive on a national and international level in meeting the needs of students for occupational, general, undergraduate, and graduate education;
2. Facilitate ease of transfer among schools and programs, integrate course credit, and coordinate degree programs;
3. Give highest priority to meeting the needs of Minnesota employers for a highly skilled and adaptable workforce;
4. Enhance Minnesota's quality of life by developing understanding and appreciation of a free and diverse society; and
5. Eliminate unnecessary duplication and achieve efficient and streamlined operations.

Part 2. Definitions. The following definitions have the meanings indicated for all Board policies unless the text clearly indicates otherwise.

Subpart A. Academic award. Academic award means a certificate, diploma or degree.

Subpart B. Academic program. Academic program means a cohesive arrangement of college-level credit courses and experiences designed to accomplish predetermined objectives leading to the awarding of a degree, diploma, or certificate. Undergraduate degree programs shall include a general education component. The purpose of an academic program is to:

1. increase students' knowledge and understanding in a field of study or discipline,

2. qualify students for employment in an occupation or range of occupations, and/or
3. prepare students for advanced study.

Subpart C. Academic program inventory. Academic program inventory means the official list of academic programs offered by system colleges and universities.

Subpart D. Credit. Credit means a quantitative measure of instructional time assigned to a course or an equivalent learning experience such as class time per week over an academic term.

Subpart E. General education. General education means a cohesive curriculum defined by faculty through system college or university procedures to develop reasoning ability and breadth of knowledge through an integration of learning experiences in the liberal arts and sciences.

Part 3. Authorized Academic Awards.

Subpart A. System college and university award authority. System colleges and universities have authority to confer academic awards only as specified below.

1. **Community colleges.** Community colleges have the authority to confer undergraduate certificates, diplomas, associate in arts, associate in fine arts, associate in science, and associate in applied science degrees.
2. **Consolidated colleges.** Consolidated colleges have the authority to confer undergraduate certificates, diplomas, associate in arts, associate in fine arts, associate in science, and associate in applied science degrees.
3. **Technical colleges.** Technical colleges have the authority to confer undergraduate certificates, diplomas, associate in science, and associate in applied science degrees.
4. **Universities.** Universities have the authority to confer undergraduate and graduate certificates and associate in arts, associate in fine arts, associate in science, baccalaureate, and graduate degrees.

Approval by the Board of Trustees is required for a system college or university to confer an academic award type for which specific authority is not granted in this policy.

Subpart B. Academic award characteristics. The chancellor shall specify the characteristics of academic awards.

Subpart C. Academic program credit length limits. Academic programs that lead to an associate degree shall be limited to 60 credits and academic programs that lead to a baccalaureate degree shall be limited to 120 credits unless the chancellor grants a waiver based on industry or professional accreditation standards that require a greater number of credits.

The chancellor shall set program credit length requirements and waiver criteria for undergraduate certificates, diplomas and graduate level awards.

Part 4. Authority to Establish Academic Program Locations. Approval of the chancellor is required for establishment of a location at which an academic program may be offered.

Part 5. Academic Program Approval. Approval of the chancellor is required for new academic programs, changes to existing academic programs, suspension of academic programs, and closure of academic programs at system colleges and universities.

An approved academic program shall include curricular requirements for earning an academic award, such as credits in general education, a major and/or minor, and all prerequisite courses. The chancellor shall maintain the academic program inventory and annually report to the Board of Trustees on the status of the inventory. The annual report to the Board will include data and analysis of programs measured against program goals established by the Chancellor. The goals will be based on aligning program offerings to workforce needs statewide, regionally and locally in collaboration with the Department of Employment and Economic Development and the Governor's Workforce Development Council (GWDC), and including data from the State Demographer. Only academic programs approved by the chancellor as recorded in the academic program inventory may be offered by system colleges and universities.

Part 6. Student Options when Academic Programs are Suspended, Closed, or Changed. A system college or university shall provide a student admitted to an academic program an opportunity, consistent with system college or university policy, to complete the academic program when it is suspended or closed or when the requirements have changed.

Part 7. Academic Review. Each system college and university shall regularly review its academic programs for the purpose of academic planning and improvement.

Each system college and university shall submit an annual summary of its academic program review activity to the chancellor.

The chancellor, as appropriate, may conduct statewide or regional reviews of academic programs or program clusters, report findings to the Board of Trustees and, when necessary, impose conditions on academic programs.

Date of Adoption: 06/20/07,

Date of Implementation: 08/01/07,

Date and Subject of Revision:

11/16/11 – Amends Part 1 to include foundational language that specifically reflects legislation found in State Higher Education Objectives, Budget Priorities, Powers and Duties, Missions, Courses and Programs, and Education Priorities. Amends Part 5 to require that the annual academic program status report to the Board include data and analysis of programs measured against program goals established by the Chancellor.

01/21/09 - Amends Part 2, Subp. B to require undergraduate degree programs to include a general education component. Adds Part 3, Subp C, Academic Program Credit Length Limits.

06/20/07 – Repealed the following policies:

3.2 - Academic Program Inventory

- 3.10 - Academic Program Review*
- 3.12 - Academic Program Suspension and Reinstatement and Closure*
- 3.14 - Academic Program Approval*
 - Procedure 3.14.1 - Addressing Transfer in Approval of New Programs*
- 3.17 - Degrees, Diplomas and Certificates*
 - Procedure 3.17.1 - Degrees, Diplomas and Certificates*
- 3.19 - Academic Program Redesign.*
- 3.20 - Academic Program Replication or Relocation.*
- 3.25 - Degree Granting Authority*