



**HUMAN RESOURCES COMMITTEE
MARCH 21, 2012
8:30 A.M.**

**MCCORMICK ROOM
30 7TH STREET EAST
SAINT PAUL, MN**

Please note: Committee/Board meeting times are tentative. Committee/Board meetings may begin up to 45 minutes earlier than the times listed below if the previous committee meeting concludes its business before the end of its allotted time slot.

Committee Chair Clarence Hightower calls the meeting to order.

- (1) Minutes of November 16, 2011 (pp. 1-3)**
- (2) Human Resources Update
- (3) Update on Presidential Searches (pp. 4-5)

Members

Clarence Hightower, Chair
Thomas Renier, Vice Chair
Brett Anderson
Cheryl Dickson
Dan McElroy
David Paskach
Louise Sundin

Bolded items indicate action required.

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
HUMAN RESOURCES COMMITTEE
MEETING MINUTES
November 16, 2011**

Human Resources Committee Members Present: Clarence Hightower, Chair; Thomas Renier, Vice Chair; Brett Anderson, Cheryl Dickson; Dan McElroy; David Paskach; Louise Sundin

Human Resources Committee Member Absent: None

Other Board Members Present: James Van Houten

Leadership Council Committee Members Present: Lori Lamb, Vice Chancellor for Human Resources; Richard Davenport, President, Minnesota State University, Mankato; Jim Johnson, President, Minnesota State College-Southeast Technical

The Minnesota State Colleges and Universities Human Resources Committee held its committee meeting on November 16, 2011, in the McCormick Room, 30 Seventh Street East, St. Paul. Chair Hightower called the meeting to order at 9:40 a.m.

1. MINUTES OF JULY 19, 2011

Chair Hightower called for the motion to approve the minutes of the Human Resources Committee meeting on July 19, 2011. The minutes were moved, seconded and passed without dissent.

2. HUMAN RESOURCES UPDATE

Vice Chancellor Lamb reported that the Minnesota Partnership for Executive Leader Development held its first meeting last month, which was an important succession planning event for our system. She further reported that presidential searches have commenced at Winona State University and Minnesota State Community and Technical College (M State).

Trustee Sundin inquired about additional strategies for succession planning in executive leadership. Vice Chancellor Lamb responded that there are multiple strategies being used, examples of which include the Luoma Leadership Program and the creation of a succession plan toolkit for the campuses. Also, they are working closely with the Office of Diversity and Multiculturalism to ensure all issues are addressed.

3. APPOINTMENT OF VICE CHANCELLOR FOR ACADEMIC AND STUDENT AFFAIRS

Chancellor Rosenstone stated that a national search was initiated prior to his becoming chancellor on August 1. He appreciated the opportunity to collaborate with Chancellor Emeritus McCormick and the search committee at the beginning of the search. Steve Leo, Storbeck/Pimentel, was retained as search consultant, and Pat Johns, President of Lake Superior College, served as search chair. The public interview process included sessions with Trustees Hightower, Benson and Rice, Chancellor Rosenstone, and the Chancellor's Cabinet, as well as two WebEx sessions for system employees' participation in a round of questions and answers. As a result of this process, Chancellor Rosenstone

recommended Douglas Knowlton to be the next vice chancellor for academic and student affairs in the Minnesota State Colleges and Universities system.

The Human Resources Committee recommended that the Board of Trustees adopts the following motion:

The Board of Trustees, upon the recommendation of Chancellor McCormick, appoints Douglas Knowlton vice chancellor for academic and student affairs effective on February 15, 2012, subject to the completion of an employment agreement. The Board authorizes the Chancellor, in consultation with the Chair of the Board and Chair of the Human Resources Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Personnel Plan for Minnesota State Colleges and Universities Administrators.

The motion passed without dissent.

4. APPOINTMENT OF VICE CHANCELLOR FOR ADVANCEMENT

Chancellor Rosenstone initiated the search process for a vice chancellor for advancement as a result of combining the units of Public Affairs, Government Relations and Development into a single unit, Advancement. We chose not to retain a consultant, but used our own resources to operate the search. During the interim Bernie Omann led the Advancement unit, and Chancellor Rosenstone expressed his appreciation for the support. John O'Brien, President of North Hennepin Community College, chaired the search. The search resulted in a strong pool of applicants. The public interview process included sessions with Trustees Hightower, Dickson and Renier, Chancellor Rosenstone, and the Chancellor's Cabinet, as well as two WebEx sessions for system employees' participation in a round of questions and answers. As a result of this process, Chancellor Rosenstone recommended Michael Dougherty to be the next vice chancellor for advancement in the Minnesota State Colleges and Universities system.

The Human Resources Committee recommended that the Board of Trustees adopts the following motion:

The Board of Trustees, upon the recommendation of Chancellor Rosenstone, appoints Michael Dougherty vice chancellor for advancement effective on December 12, 2011, subject to the completion of an employment agreement. The Board authorizes the Chancellor, in consultation with the Chair of the Board and Chair of the Human Resources Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Personnel Plan for Minnesota State Colleges and Universities Administrators.

The motion passed without dissent.

5. AUTHORIZATION OF LEADERSHIP EMPLOYMENT AGREEMENTS

This was an annual request to grant authority to the chancellor to enter into employment agreements with the presidents and vice chancellors. Therefore, Chancellor Rosenstone requested the Board of Trustees' approval to enter into employment agreements with said parties whose agreements end on June 30, 2012.

The Human Resources Committee recommended that the Board of Trustees adopts the following motion:

The Board of Trustees authorizes the Chancellor, in consultation with the Chair of the Board of Trustees and Chair of the Human Resources Committee, to enter into employment agreements with presidents and vice chancellors whose agreements expire on June 30, 2012.

The motion passed without dissent.

6. BOARD COMMITTEE GOALS

Vice Chancellor Lamb stated that Human Resources identified one goal that supports the strategic framework established by Chancellor Rosenstone: to provide leadership and support in the development and implementation of human resources shared services initiatives across the system. The intent would be to implement ten or more initial projects by January 2012 and report back to the Human Resources Committee on the progress. Discussions have included Presidents Davenport and Johnson as HR liaisons, and we have been collaborating with Vice Chancellor King's staff and the Campus Service Cooperative. Vice Chancellor Lamb provided examples of current projects. The Board stated their support of this goal.

7. CLOSED BOARD SESSION

The Board of Trustees met in closed session for an update on bargaining prior to the public session (8:30-9:35 a.m.).

Meeting adjourned at 10:20 a.m.

Submitted by,
Vicki Tschida, Recorder

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committee: Human Resources Committee **Date of Meeting:** March 21, 2012

Agenda Item: Update on Presidential Searches

- Proposed Policy Change Approvals Required by Policy Other Approvals Monitoring
- Information

Cite policy requirement, or explain why item is on the Board agenda:
Trustees are interested in knowing how the current presidential searches are progressing.

Scheduled Presenter(s):
Sheila Reger, Interim Associate Vice Chancellor for Human Resources

- Outline of Key Points:**
- Search committee representation
 - Demographics of applicant pool
 - Timeline

Background Information:
Currently there are two presidential searches in progress—Minnesota State Community and Technical College (M State) and Winona State University.

1 **BOARD OF TRUSTEES**
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3

INFORMATION ITEM

UPDATE ON PRESIDENTIAL SEARCHES

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7 **BACKGROUND:**
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9 Sheila Reger, Interim Associate Vice Chancellor for Human Resources, will report on the
10 current status of the presidential searches at Minnesota State Community and Technical College
11 (M State) and Winona State University. Information will be shared in the following areas:
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- 13 • Search committee representation
- 14 • Demographics of applicant pool
- 15 • Timeline
- 16

17 The following individuals are leading the searches.
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19 Minnesota State Community and Technical College (M State)

20 President Joyce Helens (St. Cloud Technical College), Search Chair

21 Marti Cizek (Cizek and Associates, Phoenix AZ), Search Consultant

22 Dacia Johnson, Chief Human Resources Officer

23 Sheila Reger, Interim Associate Vice Chancellor for HR, System Office Liaison
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25 Winona State University

26 President Earl Potter (St. Cloud State University), Search Chair

27 Steve Leo (Storbeck/Pimentel), Search Consultant

28 Lori Reed, Chief Human Resources Officer

29 Sheila Reger, Interim Associate Vice Chancellor for HR, System Office Liaison
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31 It is anticipated that finalists in both searches will be presented to the Board for approval in May.
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35 *Date: March 21, 2012*