

HUMAN RESOURCES COMMITTEE NOVEMBER 14, 2012 2:00 PM

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.

- (1) Minutes of Special Meeting on July 9, 2012 (pp. 1-2)
- (2) Appointment of Vice Chancellor for Human Resources (pp. 3-4)
- (3) Appointment of Interim Vice Chancellor for Information Technology (pp. 5-6)
- (4) Authorization of Leadership Employment Agreements (pp. 7-8)
- (5) Recognition of Presidential Years of Service (pp. 9-10)

<u>Members</u> Thomas Renier, Chair David Paskach, Vice Chair Margaret Anderson Kelliher Alexander Cirillo Clarence Hightower Alfredo Oliveira Maria Peluso

Bolded items indicate action required.

MINNESOTA STATE COLLEGES AND UNIVERSITIES BOARD OF TRUSTEES HUMAN RESOURCES COMMITTEE MEETING MINUTES July 9, 2012

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

Human Resources Committee Member Absent: Dan McElroy

Other Board Members Present: Philip Krinkie; Christine Rice; Scott Thiss, James Van Houten, Michael Vekich

Leadership Council Committee Members Present: Steven Rosenstone, Chancellor; Jim Johnson, President of Minnesota State College-Southeast Technical; Sheila Reger, Interim Associate Vice Chancellor for Human Resources

The Minnesota State Colleges and Universities Human Resources Committee held a special committee meeting on July 9, 2012, in the McCormick Room, 30 Seventh Street East, St. Paul. Chair Hightower called the meeting to order at 3:30 PM.

1. MINUTES OF MAY 16, 2012

Chair Hightower called for the motion to approve the minutes of the Human Resources Committee meeting on May 16, 2012. The minutes were moved, seconded and passed without dissent.

2. APPOINTMENT OF INTERIM PRESIDENT OF RIVERLAND COMMUNITY COLLEGE

Chancellor Rosenstone stated that with the announcement of President Terry Leas' acceptance of a new presidency at Big Bend Community College in Moses Lake, Washington, and in consideration of the presidential transition, it is necessary to recommend an interim president until such time as a permanent president begins service. Nominations and expressions of interest were sought from external and internal stakeholders, including President Leas, Riverland Community College's administrative leadership team, MSCF faculty leadership, AFSCME, MAPE and MMA leadership, local legislators, and leaders of the Riverland Community College Foundation. As a result, Chancellor Rosenstone recommended Dr. Kent Hanson to serve as interim president of Riverland Community College until a permanent appointment is made.

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

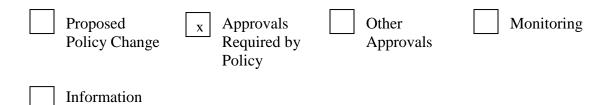
The Board of Trustees, upon the recommendation of Chancellor Rosenstone, appoints Kent Hanson as interim president of Riverland Community College effective August 2, 2012, subject to the completion of an employment agreement. The Board authorizes the Chancellor, in consultation with the Chair of the 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. Meeting adjourned at 3:50 PM.

Submitted by, Vicki Tschida, Recorder

Agenda Item Summary Sheet

Committee: Human Resources Committee Date of Meeting: November 14, 2012

Agenda Item: Appointment of Vice Chancellor for Human Resources



Cite policy requirement, or explain why item is on the Board agenda: 1A.4, Subpart A. System Administration Appointment of Administrators

Scheduled Presenter(s):

Steven Rosenstone, Chancellor

Outline of Key Points:

It is anticipated that the chancellor will recommend an individual for the position of vice chancellor for human resources.

Background Information:

The vice chancellor finalist interviews were held on October 31, 2012, in the system office.

BOARD ACTION

APPOINTMENT OF VICE CHANCELLOR FOR HUMAN RESOURCES

BACKGROUND

It is anticipated that Chancellor Rosenstone will recommend an individual for the position of vice chancellor for human resources.

RECOMMENDED COMMITTEE ACTION

The Human Resources Committee recommends that the Board of Trustees adopts the following motion.

RECOMMENDED MOTION

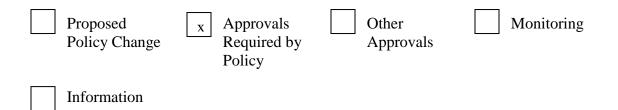
The Board of Trustees, upon the recommendation of Chancellor Rosenstone, appoints _______as vice chancellor for human resources effective _______, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the board and chair of the Human 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.

16	Date of Board Action:	November 14, 2012
17	Date of Approval:	November 14, 2012
18	Date of Implementation:	

Agenda Item Summary Sheet

Committee: Human Resources Committee Date of Meeting: November 14, 2012

Agenda Item: Appointment of Interim Vice Chancellor for Information Technology



Cite policy requirement, or explain why item is on the Board agenda: 1A.4, Subpart A. System Administration Appointment of Administrators

Scheduled Presenter(s): Steven Rosenstone, Chancellor

Outline of Key Points:

It is anticipated that the chancellor will recommend an individual for the interim vice chancellor for information technology. Additional information will be provided in advance of the committee meeting.

Background Information:

Darrell Huish, Vice Chancellor for Information Technology, recently announced his plans to retire in January. A search advisory committee was formed, and applications and nominations were requested from campus and system office employees.

BOARD ACTION

APPOINTMENT OF INTERIM VICE CHANCELLOR FOR INFORMATION TECHNOLOGY

1 BACKGROUND

- 2 It is anticipated that Chancellor Rosenstone will recommend an individual for vice chancellor for
- 3 information technology.
- 4

5 RECOMMENDED COMMITTEE ACTION

- 6 The Human Resources Committee recommends that the Board of Trustees adopts the following7 motion.
- 8

9 **RECOMMENDED MOTION**

- 10 The Board of Trustees, upon the recommendation of Chancellor Rosenstone, appoints
- 11 ______ as interim vice chancellor for information technology effective January
- 12 _____, 2013, subject to the completion of an employment agreement. The board authorizes the
- 13 chancellor, in consultation with the chair of the board and chair of the Human Resources
- 14 Committee, to negotiate and execute an employment agreement in accordance with the terms and
- 15 conditions of the Personnel Plan for Minnesota State Colleges and Universities Administrators.
- 16

17 Date of Adoption: November 14, 2012

Agenda Item Summary Sheet

Committee:	Human Resou	rces Committee	D	ate of Meeting:	November 14, 2012	
Agenda Item: Authorization of Leadership Employment Agreements						
Propose Policy C		Approvals Required by Policy		other [Monitoring	
Informa	tion					

Cite policy requirement, or explain why item is on the Board agenda:

Pursuant to the Personnel Plan for Minnesota State Colleges and Universities Administrators, the Board of Trustees may authorize the chancellor to enter into employment agreements with the presidents and vice chancellors.

Scheduled Presenter(s):

Steven Rosenstone, Chancellor

Outline of Key Points:

The chancellor seeks authorization to enter into employment agreements with presidents and vice chancellors during FY13-FY14.

BOARD ACTION

AUTHORIZATION OF LEADERSHIP EMPLOYMENT AGREEMENTS

BACKGROUND

1 2 Pursuant to the Personnel Plan for Minnesota State Colleges and Universities 3 Administrators, the Board of Trustees may authorize the chancellor to enter into 4 employment agreements with the presidents and vice chancellors. At this time, 5 Chancellor Rosenstone requests the Board of Trustees' approval to enter into employment agreements during FY13-FY14. 6 7 8 **RECOMMENDED COMMITTEE ACTION** 9 The Human Resources Policy Committee recommends that the Board of Trustees adopts 10 the following motion. 11 12 **RECOMMENDED MOTION** 13 The Board of Trustees authorizes the chancellor, in consultation with the chair of the Board 14 of Trustees and chair of the Human Resources Committee, to enter into employment agreements with presidents and vice chancellors during FY13-FY14. 15 16 17 18 19 *Date of Adoption:* November 14, 2012 20 *Date of Implementation:* November 14, 2012

Agenda Item Summary Sheet

Com	mittee: Human l	Resources Committee	Date of Meetin	g: November 14, 2012		
Agenda Item: Recognition of Presidential Years of Service						
	Proposed Policy Change	Approvals Required by Policy	Other Approvals	Monitoring		
x	Information					

Cite policy requirement, or explain why item is on the Board agenda:

Presentation of certificates to presidents for milestone years of presidential service

Scheduled Presenter(s):

Steven Rosenstone, Chancellor

Outline of Key Points:

Certificates in recognition of service will be presented at the committee meeting to the following presidents for their length of presidential service:

- Richard Davenport, President of Minnesota State University, Mankato 10 years
- Jim Johnson, President of Minnesota State College-Southeast Technical 15 years

Background Information:

It is important to honor presidents for milestone years of presidential service.

INFORMATION ITEM

RECOGNITION OF PRESIDENTIAL YEARS OF SERVICE

BACKGROUND

In keeping with the practice of recognizing employees' length of service, there are two presidents who have reached a milestone year of presidential service in our system. Recognition for ten years of presidential service will be made at the committee meeting to Richard Davenport, President of Minnesota State University, Mankato; and 15 years of presidential service to Jim Johnson, president of Minnesota State College-Southeast Technical.

Date presented to the Board: November 14, 2012