



**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)

Members

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.

The motion passed without dissent.

Meeting adjourned at 3:50 PM.

Submitted by,
Vicki Tschida, Recorder

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

Agenda Item Summary Sheet

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

Agenda Item: Appointment of Vice Chancellor for Human Resources

- | | | | |
|--|--|---|-------------------------------------|
| <input type="checkbox"/> Proposed
Policy Change | <input checked="" type="checkbox"/> Approvals
Required by
Policy | <input type="checkbox"/> Other
Approvals | <input type="checkbox"/> Monitoring |
|
<input type="checkbox"/> Information | | | |

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 OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

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.

Date of Board Action: November 14, 2012

Date of Approval: November 14, 2012

Date of Implementation:

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

Agenda Item Summary Sheet

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

Agenda Item: Appointment of Interim Vice Chancellor for Information Technology

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

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 OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

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.

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5 **RECOMMENDED COMMITTEE ACTION**

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

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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.

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17 *Date of Adoption: November 14, 2012*

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

Agenda Item Summary Sheet

Committee: Human Resources Committee

Date of Meeting: November 14, 2012

Agenda Item: Authorization of Leadership Employment Agreements

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

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 OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

BOARD ACTION

AUTHORIZATION OF LEADERSHIP EMPLOYMENT AGREEMENTS

BACKGROUND

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. At this time, Chancellor Rosenstone requests the Board of Trustees' approval to enter into employment agreements during FY13-FY14.

RECOMMENDED COMMITTEE ACTION

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

RECOMMENDED 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 during FY13-FY14.

Date of Adoption: November 14, 2012

Date of Implementation: November 14, 2012

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

Agenda Item Summary Sheet

Committee: Human Resources Committee

Date of Meeting: November 14, 2012

Agenda Item: Recognition of Presidential Years of Service

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

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

INFORMATION ITEM
RECOGNITION OF PRESIDENTIAL YEARS OF SERVICE

1 **BACKGROUND**

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3 In keeping with the practice of recognizing employees' length of service, there are two presidents

4 who have reached a milestone year of presidential service in our system. Recognition for ten years of

5 presidential service will be made at the committee meeting to Richard Davenport, President of

6 Minnesota State University, Mankato; and 15 years of presidential service to Jim Johnson, president

7 of Minnesota State College-Southeast Technical.

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11 *Date presented to the Board: November 14, 2012*

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