



**Minnesota State Colleges and Universities  
Board of Trustees Meeting Agenda  
Wednesday, May 20, 2015, 2:00 PM  
30 7th Street East, St. Paul, Minnesota**

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All meetings are in the McCormick Room on the fourth floor unless otherwise noticed. Committee/board meeting times are tentative and 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. In addition to the board or committee members attending in person, some members may participate by telephone.

1. Call to Order
2. Chair's Report, Thomas Renier
  - a. **Minutes of the April 22, 2015 Board of Trustees Meeting (pp. 1-4)**
  - b. **Minutes of the May 5, 2015 Executive Committee Meeting (pp. 5-6)**
  - c. **Approval of One-Day Training Workshop (p. 7)**
  - d. Proposed FY2017 Meeting Calendar (First Reading) (p. 8)
3. Chancellor's Report, Steven Rosenstone
4. **Consent Agenda**
  - a. **Minneapolis Community and Technical College: Approval of College Mission Statement (pp. 13-17 of the Academic and Student Affairs Committee)**
  - b. **Approval of Contract Over \$1M for North Hennepin Community College Construction Project (pp. 5-11 of the Finance and Facilities Committee)**
  - c. **Information Technology Services Authorizations (pp. 12-16 of the Finance and Facilities Committee)**
    - **Interagency Agreement with State of Minnesota Exceeding \$3M**
    - **Information Technology Services Licensing Contract with Uniface**
5. Board Policy Decisions
  - a. **Proposed Amendment to Policy 2.2 State Residency (Second Reading) (pp. 3-8 of the Academic and Student Affairs Committee)**
  - b. **Proposed Amendment to Policy 2.6 Intercollegiate Athletics (Second Reading) (pp. 9-12 of the Academic and Student Affairs Committee)**
6. Board Standing Committee Reports
  - a. Human Resources Committee, Alex Cirillo, Chair
    1. **Appointment of President of North Hennepin Community College (pp. 3-4)**
    2. **Appointment of President of Hennepin Technical College (pp. 5-6)**
    3. **Appointment of President of Minnesota West Community and Technical College (pp. 7-8)**

- 4. Appointment of President of Pine Technical and Community College (pp. 9-10)**
- 5. Appointment of Vice Chancellor for Academic and Student Affairs (pp. 11-12)**
- b. Academic and Student Affairs Committee, Margaret Anderson Kelliher, Chair
  1. Centers of Excellence (pp. 18-20)
  2. Program Inventory and Collaboration Report (pp. 21-22)
  3. Study Session on Developmental Education (pp. 23-24)
  4. Spotlight: Minnesota State University, Mankato 3-D Technology Innovations (pp. 25-26)
- c. Audit Committee, Philip Krinkie, Chair
  1. Proposed Amendment to Policy 1D.1 Office of Internal Auditing (First Reading) (pp. 4-9)
  2. Results of Financial Aid Audit (pp. 10-20)
- d. Finance and Facilities Committee, Michael Vekich, Chair
  1. 2015 Legislative Summary
  2. FY2016 Operating Budget (First Reading) (p. 17)
  3. Minnesota State College Student Association Consideration of Fee Increase (First Reading) (pp. 18-20)
  4. FY2016-FY2020 Capital Budget Proposal (First Reading) (pp. 21-32)
  5. Proposed Amendment to Policy 7.7 Gifts and Grants Acceptance (First Reading) (pp. 33-36)
- e. Diversity and Equity Committee, Ann Anaya, Chair
  - Partnering with Communities of Color (p.8)
7. Joint Council of Student Associations
  - a. Minnesota State University Student Association
  - b. Minnesota State College Student Association
8. Minnesota State Colleges and Universities' Bargaining Units
  - a. Inter Faculty Organization
  - b. Administrative and Service Faculty
  - c. Minnesota State College Faculty
  - d. Minnesota Association of Professional Employees
  - e. American Federation of State, County, and Municipal Employees
  - f. Middle Management Association
9. Trustee Reports
10. Other Business
11. Adjournment

**Minnesota State Colleges and Universities**  
**Board of Trustees Meeting Minutes**  
**April 22, 2015**

Present: Chair Thomas Renier, Trustees Margaret Anderson Kelliher, Duane Benson, Kelly Charpentier-Berg, Alexander Cirillo, John Cowles, Dawn Erlandson, Robert Hoffman, Philip Krinkie, Maleah Otterson, Elise Ristau, Louise Sundin, Michael Vekich, Erma Vizenor, and Chancellor Steven Rosenstone

Absent: Ann Anaya

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**1. Call to Order**

Chair Thomas Renier called the meeting to order at 2:00 PM and announced that a quorum was present.

**2. Chair's Report:** *Thomas Renier*

**a. Minutes of the March 17, 2015, Study Session on Demographic Trends and Their Implications for Minnesota State Colleges and Universities**

**b. Minutes of the March 17, 2015, Study Session on Minnesota State Colleges and Universities Positioning**

**c. Minutes of the March 18, 2015, Board of Trustees Meeting**

The above minutes were approved as written.

**d. Other**

Chair Renier announced that the Board of Trustees Awards for Excellence in Teaching luncheon and ceremony were held today. This year's Awards for Excellence in Teaching recipients are:

- Victoria Hutson, Art, Lake Superior College
- Elizabeth Longley, Chemistry, Normandale Community College
- Shana Petermann, Biology, Minnesota State Community and Technical College
- Lisa Smith, Chemistry, North Hennepin Community College

Also, new this year is the Professional Excellence Award for Administrative Service Faculty. Shahzad Ahmad, director of Multicultural Student Services at St. Cloud State University received the award. Chair Renier congratulated all of the outstanding faculty.

Chair Renier concluded his remarks by thanking the trustees for their continued presence at legislative hearings and committee meetings. On April 7, Trustee Cowles, Chancellor Rosenstone, and President Collins testified on our budget request before the Senate Higher Education and Workforce Development Committee. And, just last week, Trustees Charpentier-Berg, Cowles, Hoffman, Otterson, Sundin, and Vizenor appeared before the same committee for their confirmation hearings. Trustee Cowles' confirmation hearing is on Thursday.

**3. Chancellor's Report: Steven Rosenstone**

Chancellor Rosenstone joined the board in congratulating the faculty honored today and thanked Associate Vice Chancellor Lynda Milne for the outstanding job she does every year to make certain the awards luncheon comes off seamlessly.

Chancellor Rosenstone shared the news that North Hennepin Community College student Audua Pugh has been selected as a 2015 All USA Community College Academic Team Scholar, an award given by Phi Theta Kappa Honor Society. 1,700 students from over 1,000 community colleges across the nation were nominated by their colleges for this honor. Only 20 students – nationwide – were selected and Ms. Pugh was one of them. The chancellor asked Ms. Pugh to stand and be recognized.

Chancellor Rosenstone thanked the leaders of our student associations for their leadership this year and welcomed new leaders for the 2015-16 academic year:

- *MSUSA outgoing leadership*: State Chair Kari Cooper and officers Joseph Wolf and Richa Neupane; *MSUSA leadership for 2015-16*: Chair-elect Cara Luebke, Vice Chair-elect Joseph Wolf, and Treasurer-elect Skeeter Rogers.
- *MSCSA outgoing leadership*: President Kayley Schoonmaker and officers Kerrie Maleski, Will Tully, and Matt Rubel; *MSCSA leadership for 2015-16*: President-elect Kevin Parker, Vice President-elect Tim St. Claire, Public Relations Coordinator-elect Austin Ruport, and Treasurer-elect Richard Barnier.

Chancellor Rosenstone reiterated MnSCU's gratitude to Governor Dayton for his support of MnSCU's entire legislative budget request, noting that "there is no better investment in our state and no better investment in the future vitality of communities across Minnesota than the request we have made." He also thanked the student associations, faculty and staff bargaining units, presidents, and the board for standing united behind the request.

Finally, Chancellor Rosenstone recognized John O'Brien's last board meeting as senior vice chancellor for academic and student affairs. He asked the board to join him in wishing Senior Vice Chancellor O'Brien well as he embarks on his next great adventure and in expressing everyone's profound gratitude for his decades of service.

**4. Consent Agenda**

**1. Approval of Contracts Exceeding \$1M**

- **Inver Hills Community College**
- **Minnesota State University, Mankato**
- **Riverland Community College**

**2. Approval of Surplus and Sale of Real Estate and Improvements**

- **Minneapolis Community and Technical College**
- **St. Cloud State University Sale and Purchase**

*Trustee Vekich moved approval of the Consent Agenda. The motion carried.*

**5. Board Policy Decisions**

There were no Board Policy Decisions.

**6. Board Standing Committee Reports**

a. Audit Committee

Philip Krinkie, Chair

- Results of Minneapolis Community and Technical College Internal Control and Compliance Audit

Committee Chair Krinkie reported that the committee reviewed the results of the Minneapolis Community and Technical College Internal Control and Compliance Audit.

b. Academic and Student Affairs Committee

Margaret Anderson Kelliher, Chair

(1) Proposed Amendment to Policy 2.2 State Residency (First Reading)

Committee Chair Anderson Kelliher reported that the committee heard a first reading of the proposed amendment to Policy 2.2 State Residency. This will be presented for a second reading and approval at the May meeting.

(2) Proposed Amendment to Policy 2.6 Intercollegiate Athletics (First Reading)

Committee Chair Anderson Kelliher reported that the committee heard a first reading of the proposed amendment to Policy 2.6 Intercollegiate Athletics. This will be presented for a second reading and approval at the May meeting.

(3) Spotlight: Saint Paul Public Schools and Saint Paul College Launch Gateway to College Program

Committee Chair Anderson Kelliher reported on a new collaboration between Saint Paul College, Saint Paul Public Schools, and the Gateway to College National Network, called "Gateway to College."

Gateway to College is a new dual-credit pathway to a high school diploma for students who need an alternative route to graduation. The program serves students ages 16 to 20 years who have either dropped out of high school or are significantly behind in credits and unlikely to graduate. Credits earned can also be applied toward a college degree or certificate.

Students take classes at the Saint Paul College campus, getting a feel for the college environment. They receive free tuition and books as well as one-on-one advising and mentoring. Instructors use innovative methods to keep students on the right track to success, and Gateway to College staff provide ongoing training, support and technical assistance to enroll and track student progress.

Twenty-five percent of the 52 students enrolled in the first year of the program are also taking college-level courses. Saint Paul College and Saint Paul Public Schools aim to enroll 200 students over the next three years.

Nationally, students average 28 college credits by the time they receive their high school diploma, putting them well on their way to earning a college credential.

President Rassoul Dastmozd, Thomas Matos, vice president of student development and services, and Victoria Yang, a student of the Gateway to College program, gave brief remarks. Trustee Anderson Kelliher thanked them for coming to the meeting.

- c. Joint Academic and Student Affairs and Diversity and Equity Committees  
Margaret Anderson Kelliher and Ann Anaya, Co-chairs
  - Closing the Achievement Gap  
Committee Chair Anderson Kelliher reported that the joint committees had a study session on closing the achievement gap.
- d. Finance and Facilities Committee  
Michael Vekich, Chair  
Committee Chair Vekich reported on the Finance and Facilities Committee meeting.

**7. Joint Council of Student Associations**

- a. Minnesota State University Student Association  
Kari Cooper, state chair, addressed the Board.
- b. Minnesota State College Student Association  
Kayley Schoonmaker, president, addressed the Board.

**8. Minnesota State Colleges and Universities Bargaining Units**

- a. Administrative and Service Faculty  
Adam Klepetar, president, addressed the Board of Trustees.

**9. Trustee Reports**

Trustee Charpentier-Berg reported that she attended the Association of Governing Board's National Conference on Trusteeship. She also attended the Minnesota State College Student Association's spring conference. Trustee Sundin thanked the trustees who attended the Nellie Stone Johnson Scholarship event. Chair Renier reported that he visited Fond du Lac Tribal and Community College at the invitation of President Anderson.

**10. Other Business**

Chair Renier announced that the next meetings are the Executive Committee meeting on May 5 and the Board of Trustees meetings on May 19-20. There was no other business to come before the board.

**11. Adjournment**

The meeting adjourned at 3:15 PM.

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Ingeborg K. Chapin, Secretary to the Board

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
SPECIAL MEETING OF THE EXECUTIVE COMMITTEE  
MINUTES  
May 5, 2015**

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Executive Committee Members Present: Thomas Renier, chair, Ann Anaya, Margaret Anderson Kelliher, Alexander Cirillo, Philip Krinkie, and Michael Vekich

Other Members Present: John Cowles, Robert Hoffman, and Louise Sundin

Also Present: Chancellor Steven Rosenstone

Chair Renier convened the meeting at 8:00 am. Trustees Cowles and Hoffman participated by phone.

**Minutes of May 7, 2014 and April 13, 2015**

The Executive Committee approved the minutes of May 7, 2014, and April 13, 2015.

**One-Day Training Workshop**

Trustee Cirillo updated the committee on the planning for a training seminar for the board. He highlighted the consulting services offered by the Association of Governing Boards of Universities and Colleges and John Stout, an attorney in Minnesota and an expert on corporate governance. Trustee Cirillo noted that AGB and Mr. Stout are capable of conducting the training seminar. Trustee Cirillo suggested that the board may wish to conduct an annual evaluation of its performance.

During the discussion, trustees voiced support for Mr. Stout's expertise, particularly with respect to his familiarity with Minnesota laws.

*Trustee Vekich moved that the Executive Committee authorize the board chair to enter into negotiations with John Stout for a training workshop not to exceed \$15,000. Vice Chair Anderson Kelliher seconded the motion and it carried.*

Mr. Stout will interview the chancellor, the chancellor's direct reports, and others as directed by the chair of the board. The date of the workshop will be determined later.

**Proposed FY2016 Board Operating Budget**

Trustee Vekich reviewed the proposed FY2016 board operating budget of \$180,000. The board's operating budget for FY2015 is \$184,500. At the end of April, the board has spent \$120,000, or 65 percent, of its budget. Projected expenses through June 30, the end of the fiscal year, are about \$172,000, or 91 percent, of the budget. System office budget planning guidelines for the next year proposed reductions in many of the divisions. The target for the Board of Trustees operating budget is \$177,983, a reduction of about 3.5 percent.

Trustees' per diems are projected to be about \$23,000 at the end of the year. \$25,000 is proposed for FY2016. For meeting expenses, an estimated \$29,000 will be spent this year and \$32,000 is proposed for next year. No change is proposed to the \$10,000 for amplification and audio streaming. In-state travel for this year is projected to be about \$45,000. The current budget is \$42,000. An increase in-state travel to \$47,000 is recommended.

No change is proposed to the \$20,000 for development and national conferences. Membership dues in two national organizations (the Association of Community College Trustees and the Association of Governing Boards of Universities and Colleges) are projected to increase from \$19,709 to \$21,000. The board's travel accident insurance policy will expire on September 26, 2015. The three-year policy with The Hartford Insurance Company was \$4,050. A new policy is estimated to cost \$5,000. The board may still hire consultants for a training workshop and the chancellor's evaluation in FY2015. The board budgeted \$8,000 for consultants and has spent \$7,500. It is recommended that this amount be increased to \$12,000 for FY2016. No change is proposed to the chair's budget of \$7,000. Trustee Vekich concluded his review.

*Vice Chair Anderson Kelliher moved that the Executive Committee approve the FY2016 Board Operating Budget of \$180,000 and refer it to the Finance and Facilities Committee to be included in the overall budget that will be presented to the Board of Trustees for a first reading in May and a second reading and approval in June. In addition, any remaining funds in the board's FY2015 operating budget will be carried forward to FY2016, if needed. Trustee Cirillo seconded the motion and it carried.*

### **Annual Meeting on June 17, 2015**

- **Draft FY2017 Meeting Calendar**

The draft calendar for FY2017 follows the same pattern of meetings on the third Tuesday and Wednesday of each month. The orientation and retreat are in September and two-day meetings are scheduled in October, November, January, March, April, May, and June. If there are not enough agenda items for two days, then the first date will be cancelled. Meetings can be cancelled and added to the calendar with the approval of the chair. The chair will suggest dates for the Executive Committee meetings. The proposed FY2017 calendar will be presented for a first reading in May with a second reading and approval in June.

Once the new committee roster is announced, committee chairs will meet with their staff liaisons to map out future agenda items. Chancellor Rosenstone added that there will be an opportunity at the September retreat to discuss agenda items.

- **Election of Officers**

The chair and vice chair of the board will be elected at the annual meeting. Any trustee who is interested in announcing an intention to run for chair or vice chair is asked to submit his/her name in writing by May 18 to Inge Chapin, secretary to the board.

- **Recognition Receptions**

A reception will be held for Charting the Future's eight Implementation Teams. It will be at the Landmark Center at 4:00 pm on June 16. Another reception will be held after the Board of Trustees meeting on June 17. This reception will recognize Trustee Ristau, whose term is scheduled to end on June 30, and the presidents who are retiring or leaving at the end of June. They are: Cecilia Cervantes, Sue Collins, Lisa Larson, Barbara McDonald, Robert Musgrove, and Anne Temte.

### **Adjournment**

Chair Renier adjourned the meeting at 9:00 am.



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

<b>ACTION</b>
<b>ONE-DAY TRAINING WORKSHOP</b>

**BACKGROUND**

Board Chair Tom Renier asked Trustee Alex Cirillo, the chair of the Human Resources Committee, to obtain information and proposals for a training workshop on governance for the Board of Trustees. Trustee Cirillo contacted the Association of Governing Boards of Universities and Colleges and John Stout, an attorney in Minnesota and an expert on corporate governance. At the Executive Committee meeting on May 5, 2015, Trustee Cirillo reviewed the consulting services offered by AGB and Mr. Stout. Following a discussion, the Executive Committee approved a motion to retain Mr. Stout for the one-day training workshop.

In preparation for the workshop, Mr. Stout will be briefed on the interviews of the trustees that were conducted in April of this year by the Association of Governing Boards. In addition, Mr. Stout will interview the chancellor, the vice chancellors and chief of staff, and others as directed by the chair of the board. The date for a workshop will be determined after Mr. Stout has concluded the interviews.

**RECOMMENDED BOARD MOTION**

The Board of Trustees ratifies the Executive Committee's motion of May 5, 2015 authorizing the board chair to enter into negotiations with John Stout for a one-day training workshop not to exceed \$15,000.

*Date Presented to the Board of Trustees: May 20, 2015*

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

*First Reading*

**INFORMATION**

**PROPOSED FY2017 MEETING CALENDAR**

**BACKGROUND**

In June 2014 the Board of Trustees approved a meeting calendar for FY2016. The meeting dates for FY2017 are now proposed. The board will consider the proposed calendar as a first reading on May 20, 2015 with a second reading on June 17, 2015. Dates for the Executive Committee meeting will be added later. In addition, the calendar is subject to change with the approval of the board chair. Changes to the meeting calendar will be publicly noticed.

**Approved FY2016 Meeting Dates**

<b>Meeting</b>	<b>Date</b>	<b>If agendas require less time, these dates will be cancelled.</b>
Orientation and Board Retreat	September 15-16, 2015	
Committee / Board Meetings	October 20-21, 2015	October 20, 2015
Committee / Board Meetings	November 17-18, 2015	November 17, 2015
Committee / Board Meetings	January 26-27, 2016	January 26, 2016
Committee / Board Meetings	March 15-16, 2016	March 15, 2016
Committee / Board Meetings Awards for Excellence in Teaching	April 19-20, 2016	
Committee / Board Meetings	May 17-18, 2016	May 17, 2016
Committee / Annual Board Meetings	June 21-22, 2016	

**Proposed FY2017 Meeting Dates**

<b>Meeting</b>	<b>Date</b>	<b>If agendas require less time, these dates will be cancelled.</b>
Orientation and Board Retreat	September 20-21, 2016	
Committee / Board Meetings	October 18-19, 2016	October 18, 2016
Committee / Board Meetings	November 15-16, 2016	November 15, 2016
Committee / Board Meetings	January 24-25, 2017	January 24, 2017
Committee / Board Meetings	March 21-22, 2017	March 21, 2017
Committee / Board Meetings Awards for Excellence in Teaching	April 18-19, 2017	
Committee / Board Meetings	May 16-17, 2017	May 16, 2017
Committee / Annual Board Meetings	June 20-21, 2017	June 20, 2017

**RECOMMENDED MOTION:**

The Board of Trustees approves the FY2017 meeting calendar as presented.