



**BOARD OF TRUSTEES
MEETING AGENDA
WEDNESDAY, JULY 21, 2010
1:00 PM**

**WELLS FARGO PLACE
30 7TH STREET EAST
SAINT PAUL, MN**

Chair's Report: *Scott Thiss, Chair*

- a. Minutes of Board of Trustees Study Session of June 16, 2010**
- b. Minutes of Board of Trustees Meeting of June 16, 2010**
- c. Chancellor Search Advisory Committee**

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
BOARD STUDY SESSION
MEETING MINUTES
June 16, 2010**

Board Committee Members Present: David Olson, Chair; Duane Benson; Cheryl Dickson; Jacob Englund; Christopher Frederick; Ruth Grendahl; Clarence Hightower; Dan McElroy; David Paskach; Thomas Renier; Christine Rice; Louise Sundin; Scott Thiss; James Van Houten

Board Committee Member Absent: Terri Thomas

Office of the Chancellor: James H. McCormick, Chancellor; Lori Lamb, Vice Chancellor for Human Resources

The Minnesota State Colleges and Universities Board of Trustees held a study session to discuss the chancellor search on Wednesday, June 16, 2010, at Wells Fargo Place, 4th Floor, Board Room, 30 Seventh Street East, in St. Paul. Chair Olson called the meeting to order at 10:35 a.m.

CHANCELLOR SEARCH

Chair Olson introduced Mr. Kent Eklund, Chairman of Cincinnatus, who led and facilitated a brainstorming exercise on attributes for the next chancellor of the Minnesota State Colleges and Universities system. Mr. Eklund stated that the outcome of this session was to design the “ideal” candidate who would have the ability to position the system well for addressing the critical issues of higher education going into the next decade. He began by listing three important characteristics of the position—leadership, management and background. All trustees participated in the discussion by naming attributes, which were then categorized into one of the three characteristics with the assistance of Mr. Eklund. He further stated that this exercise would be helpful for the search firm that gets selected to conduct the search.

Following the exercise, Vice Chancellor Lamb stated that she will work with Mr. Eklund in creating a survey for trustees to rank order of importance with regard to the listed attributes and indicate which qualifications should be required or preferred.

Meeting adjourned at Noon.

Submitted by,
Vicki Schoenbeck, Recorder

MINNESOTA STATE COLLEGES AND UNIVERSITIES

BOARD OF TRUSTEES MEETING MINUTES

JUNE 16, 2010

WELLS FARGO PLACE

ST. PAUL, MN

Trustees Present: Chair David Olson, Duane Benson, Cheryl Dickson, Jacob Englund, Christopher Frederick, Ruth Grendahl, Clarence Hightower, Dan McElroy, David Paskach, Thomas Renier, Christine Rice, Louise Sundin, Scott Thiss, Terri Thomas and James Van Houten

Trustees Absent: None

1. Call to Order

Chair David Olson called the meeting to order at 1:05 p.m. and reported that a quorum was present.

2. Chair's Report

a. Minutes of Board of Trustees Meeting of May 19, 2010

The minutes of the Board of Trustees meeting of May 19, 2010, were approved as written.

b. Report of Closed Session Meetings on the Chancellor's Evaluation

Chair Olson reported that the Board met in a closed session on Chancellor McCormick's annual performance evaluation. Chair Olson commented that the evaluation was positive and highly complimentary of Chancellor McCormick's performance. Chair Olson read a summary of the evaluation at the meeting as follows:

The Board of Trustees' overall assessment of Chancellor McCormick was positive and complimentary of his performance. Trustees are pleased with Chancellor McCormick's overall leadership and progress toward achieving system goals. Trustees continue to appreciate and value Chancellor McCormick's performance in this large, complex system.

The Board of Trustees noted progress on goals related to the Students First initiative. The Board looks forward to the Chancellor's completion of this important project in the next year.

The Board also noted Chancellor McCormick's role in the updating of the system strategic goals, with particular added emphasis on student success and financial sustainability.

One of the other priorities for the Chancellor was the development and mentoring of the system's executives, including presidents and cabinet members. The Board appreciates the Chancellor's emphasis on improving performance management tools for senior leaders and incorporating measurable outcomes.

The Board of trustees also recognizes the Chancellor's efforts in the past year to respond to the Office of the Legislative Auditor's review of the system office and looks forward to completion of this work in the coming year.

Chancellor McCormick again has provided strong leadership to the system. He is an outstanding spokesperson for the system at the national, regional, and local levels. The Board of Trustees looks forward to working with Chancellor McCormick in the last year of his contract.

The Board is aware of the significant challenges ahead for the system and are confident that Chancellor McCormick will continue to provide superior leadership that will assist with the transition to a new Chancellor in 2011.

Chair Olson moved that the Board of Trustees accepted the summary of Chancellor James H. McCormick's assessment for Fiscal Year 2010, and approved a performance pay in the amount of \$40,000, as authorized in his employment agreement. The motion carried unanimously.

c. FY2011 Board of Trustees Operating Budget (Second Reading)

Chair Olson moved that the Board of Trustees approved their FY2011 Operating Budget of \$212,500. The motion carried unanimously.

d. Office of the Chancellor Annual Performance Report

Chair Olson reported that one of the recommendations from the Office of the Legislative Auditor's evaluation report on the System Office was for the Board to exercise stronger oversight of the system office. A compilation of the performance reports for all of the Office of the Chancellor divisions, the Board Office, the Office of General Counsel and the Chancellor's Office was distributed. The Board will receive a report from the divisions each year in June.

e. Special Recognitions

Chair Olson recognized Presidents Cheryl Frank, Inver Hills Community College; Jon Quistgaard, Bemidji State University and Northwest Technical College; Kathleen Nelson, Lake Superior College and Ann Wynia, North Hennepin Community College, who are retiring at the end of the month. Chair Olson also recognized retiring Associate Vice Chancellor Allan Johnson, Senior Vice Chancellor Linda Baer, and Executive Director John Asmussen.

Chair Olson recognized and thanked Trustees Grendahl and Thomas for their service as their terms will end on June 30, 2010. Chair Olson expressed his appreciation to Vice Chair Grendahl for all that she did to serve the system as a Trustee and also as the Vice Chair of the Board.

3. Consent Agenda

a. North Hennepin Community College Property Surplus

b. Wells Fargo Place Lease

Trustee Dickson moved approval of the Consent Agenda. Trustee Renier seconded and the motion carried unanimously.

4. Board Policy Decisions

(1) Proposed Revisions to System Strategic Plan (Second Reading)

Trustee McElroy moved that the Board of Trustees approve the final draft of the System Strategic Plan 2010-2014 Designing the Future. Chair Olson called the question and the motion carried unanimously.

(2) Alexandria Technical College Change in Mission (Second Reading)

Trustee McElroy moved that the Board of Trustees approves the request by Alexandria Technical College to change its mission to become a comprehensive two-year college.

The new mission is Alexandria Technical and Community College creates opportunity for individuals and businesses through education, innovation, and leadership. The college's high-quality technical and transfer programs and services meet their needs, interests, and abilities and strengthen the economic, social, and cultural life of Minnesota's communities. Chair Olson called the question and the motion carried unanimously.

(3) Proposed Amendment to Board Policy 3.26 Intellectual Property (Second Reading)

Trustee McElroy moved that the Board of Trustees approves the proposed amendment to Policy 3.26 Intellectual Property. Chair Olson called the question and the motion carried unanimously.

(4) Alexandria Technical College Name Change Request

Trustee Rice moved to suspend the rules to approve the Alexandria Technical College Name Change Request. The motion carried unanimously. Trustee Grendahl moved that the Board of Trustees approves changing the name of Alexandria Technical College to Alexandria Technical and Community College. Chair Olson called the question and the motion carried unanimously.

5. Board Standing Committee Reports

a. Audit Committee

Scott Thiss, Chair

(1) Appointment of Executive Director of Internal Auditing

Trustee Thiss moved that the Board of Trustees appoints Beth Buse as executive director of internal auditing in the Office of the Chancellor, effective July 21, 2010. Trustee Renier seconded and the motion carried unanimously.

Ms. Buse thanked the Board and Chancellor McCormick for their support and the opportunity to serve in her new position to continue to serve the system. She also thanked Executive Director John Asmussen for his guidance and support.

(2) Office of Internal Auditing Annual Performance Report

Trustee Thiss reported that the committee heard a report on the Office of Internal Auditing Annual Performance Report. The report is provided in response to a recommendation of the Minnesota Office of the Legislative Auditor recommendation that the Board of Trustees improve its oversight of the Office of the Chancellor.

b. Diversity and Multiculturalism Committee

Duane Benson, Chair

(1) Diversity and Multiculturalism Division Update

Committee Chair Benson reported that the committee heard an update from Executive Director Whitney Stewart Harris on the activities of the Diversity and Multiculturalism division.

(2) Access, Opportunity and Success Initiative Update

Committee Chair Benson reported that the committee heard an update on the Access, Opportunity and Success Initiative. Updates will be given to the committee periodically.

(3) Diversity and Multiculturalism Division Annual Performance Report

Committee Chair Benson reported that the committee heard an update on the Diversity and Multiculturalism Division Annual Performance Report. The report is provided in response to a recommendation of the Minnesota Office of the Legislative Auditor recommendation that the Board of Trustees improve its oversight of the Office of the Chancellor.

c. Human Resources Committee

Ruth Grendahl, Chair

(1) Human Resources Update

Committee Chair Grendahl reported that the committee heard an update from Vice Chancellor Lori Lamb on the Human Resources division.

(2) Appointment of Interim President of Anoka-Ramsey Community College

Committee Chair Grendahl moved that the Board of Trustees, upon the recommendation of Chancellor McCormick, appoints Jessica M. Stumpf as the interim president for Anoka-Ramsey Community College, effective on July 1, 2010, 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. Trustee Englund seconded and the motion carried unanimously.

Dr. Stumpf thanked the Board and Chancellor McCormick for the opportunity to serve as Interim President of Anoka-Ramsey Community College.

(3) Appointment of Interim President of Anoka Technical College

Committee Chair Grendahl moved that the Board of Trustees, upon the recommendation of Chancellor McCormick, appoints Shari L. Olson as the interim president for Anoka Technical College, effective on July 1, 2010, 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. Trustee Thomas seconded and the motion carried unanimously.

Dr. Olson thanked the Board and Chancellor McCormick for their support adding that she looks forward to the challenge with enthusiasm.

(4) Appointment of Interim Vice Chancellor for Academic and Student Affairs

Committee Chair Grendahl moved that the Board of Trustees, upon the recommendation of Chancellor McCormick, appoints Scott R. Olson as interim vice chancellor for academic and student affairs, effective on or after July 1, 2010, 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.

Trustee Frederick seconded and the motion carried unanimously.

Dr. Olson thanked the Board and Chancellor McCormick. He commented that he is prepared to move forward into the position. He commented that he was well mentored through the years by Senior Vice Chancellor Baer and President Davenport.

(5) Staffing Report

Committee Chair Grendahl reported that the Staffing Report was provided as information.

(6) Follow-up to OLA Evaluation of the System Office

Committee Chair Grendahl reported that the committee heard an update on the progress to address the OLA recommendations.

(7) Human Resources Division Annual Performance Report

Committee Chair Grendahl reported that the committee heard an update on the Human Resources Division Annual Performance Report. The report is provided in response to a recommendation of the Minnesota Office of the Legislative Auditor recommendation that the Board of Trustees improve its oversight of the Office of the Chancellor.

d. Academic and Student Affairs Committee

Dan McElroy, Chair

(1) Academic and Student Affairs Update

Committee Chair McElroy reported that the committee heard an update from Senior Vice Chancellor Linda Baer on the activities of the Academic and Student Affairs division.

(2) Follow-up to OLA Evaluation of System Office

Committee Chair McElroy reported that the committee heard a progress report and discussed plans to address the OLA recommendations that include the following:

- Update on Actions Taken to Address the Issues in the OLA Report
- Implications for FY11 Academic and Student Affairs Division Work Plans
- Faculty Professional Development

(3) Academic and Student Affairs Division Annual Performance Report

Committee Chair McElroy reported that the committee heard an update on the Academic and Student Affairs Division Annual Performance Report. The report is provided in response to a recommendation of the Minnesota Office of the Legislative Auditor recommendation that the Board of Trustees improve its oversight of the Office of the Chancellor.

(4) Campus Profile: Minneapolis Community and Technical College

Committee Chair McElroy reported that the committee heard a campus profile on Minneapolis Community and Technical College from President Phil Davis and staff. Chair McElroy thanked President Davis and his staff for the excellent profile of the college.

e. Advancement Committee

Christine Rice, Chair

(1) Advancement Update

Committee Chair Rice reported that the committee heard updates from Associate Vice Chancellor Linda Kohl and Executive Director Maria McLemore on the Public Affairs division and the System and Foundation Relations division, respectively.

(2) Development Division Annual Performance Report

Committee Chair Rice reported that the committee heard an update on the Development Division Annual Performance Report. The report is provided in response to a recommendation of the Minnesota Office of the Legislative Auditor recommendation that the Board of Trustees improve its oversight of the Office of the Chancellor.

(3) Government Relations Division Annual Performance Report

Committee Chair Rice reported that the committee heard an update on the Government Relations Division Annual Performance Report.

(4) Public Affairs Division Annual Performance Report

Committee Chair Rice reported that the committee heard an update on the Public Affairs Division Annual Performance Report.

f. Finance, Facilities and Technology Committee

Thomas Renier, Chair

(1) Finance, Facilities and Technology Update

Committee Chair Renier reported that the committee heard an update from Vice Chancellor Laura King on the activities of the Finance, Facilities and the Technology divisions.

(2) Proposed Amendment to Board Policy 6.5 Capital Program Planning (First Reading)

Committee Chair Renier reported that the committee heard a first reading on the Proposed Amendment to Board Policy 6.5 Capital Program Planning. This will be presented for a second reading and approval at the July meeting.

(3) Sustainability Update

Committee Chair Renier reported that the committee heard an update on Sustainability. The report presented an overview of the activities undertaken to promote sustainability at the colleges and universities.

(4) Information Technology Services Division Annual Performance Report

Committee Chair Renier reported that the committee heard an update on the Information Technology Services Division Annual Performance Report. The report is provided in response to a recommendation of the Minnesota Office of the Legislative Auditor recommendation that the Board of Trustees improve its oversight of the Office of the Chancellor.

(5) Finance and Facilities Division Annual Performance Report

Committee Chair Renier reported that the committee heard an update on the Finance and Facilities Division Annual Performance Report.

6. Joint Council of Student Associations

- a. Minnesota State University Student Association (MSUSA)
Ms. Jennifer Weil, Chair, addressed the Board of Trustees.

7. Minnesota State Colleges and Universities' Bargaining Units

- a. Administrative and Service Faculty
Shahzad Ahmad, President, addressed the Board of Trustees.

8. Trustees' Reports

There were no Trustees' reports.

9. Chancellor's Comments

Chancellor McCormick welcomed the Trustees, constituents and staff to the meeting.

Chancellor McCormick congratulated the newly appointed interim presidents and Executive Director of Internal Auditing. Chancellor McCormick reported that new Leadership Council will begin, effective July 1, 2010. New Leadership Council Executive Committee members are Presidents Kevin Kopischke, Edna Syzanski, and Richard Davenport. Chairs of the committees are Presidents Sue Hammersmith, Academic and Student Affairs; Donald Suppala, Advancement; Phil Davis, Diversity; Richard Davenport, Finance and Administration; Earl Potter, Human Resources and Judith Ramaley, Technology. Representatives are; Presidents Pat Johns, Board Audit Committee; Sue Hammersmith, university sector; Anne Temte, college sector, and John O'Brien, Student Associations.

Chancellor McCormick expressed his gratitude and appreciation to Chair Olson for his extensive work and contributions made to the system. He also thanked Vice Chair Grendahl for her work and commitment to the system. He congratulated Trustees Benson, Englund and Renier on their re-appointments.

10. Requests by Individuals to Address the Board

There were no requests to address the Board.

11. Other Business

a. Election of Officers

Chair Olson announced that the Chair, Vice Chair and Treasurer positions were up for election.

Chair

Chair Olson called for nominations for the position of Chair. Trustee Benson nominated Scott Thiss for Chair. Chair Olson called for other nominations. There were none and the nominations were closed. Trustee Rice requested that a roll call vote be taken. Board Secretary Ingeborg Chapin called upon each Trustee for their vote.

Chair Olson moved the nomination for Trustee Thiss for the position of Chair, effective July 1, 2010. The motion carried with five abstentions (Trustees Dickson, Grendahl, Rice, Sundin and Thomas.)

Vice Chair

Chair Olson announced that Trustee Clarence Hightower was the candidate for the position of Vice Chair. Chair Olson called for other nominations. There were none and the nominations were closed. Trustee Dickson requested that a roll call vote be taken. Board Secretary Chapin called upon each Trustee for their vote.

Chair Olson moved the nomination for Trustee Hightower for the position of Vice Chair, effective July 1, 2010. The motion carried with five abstentions (Trustees Dickson, Grendahl, Rice, Sundin and Thomas.)

Treasurer

Chair Olson called for nominations for the position of Treasurer. Trustee Thiss nominated Trustee Benson for Treasurer. Chair Olson called for other nominations. There were none and the nominations were closed. Chair Olson stated that a roll call vote would be taken. Board Secretary Chapin called upon each Trustee for their vote.

Chair Olson moved the nomination for Trustee Benson for the position of Treasurer, effective July 1, 2010. The motion carried with five abstentions (Trustees Dickson, Grendahl, Rice, Sundin and Thomas.)

12. Adjournment

Chair Olson announced that the Board's next meetings are on July 20-21, 2010. The meeting adjourned at 2:50 p.m.

Ingeborg K. Chapin
Secretary to the Board