



**BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE MEETING AGENDA  
WEDNESDAY, OCTOBER 6, 2010  
8:00 AM**

**WELLS FARGO PLACE  
30 7TH STREET EAST  
WORLD TRADE ROOM, 4TH FLOOR  
SAINT PAUL, MN**

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*In addition to committee members attending in person, additional committee or board members may participate by telephone. Members of the public may attend in person.*

**Executive Committee Agenda**

*Scott Thiss, Chair*

- (1) **Minutes of August 30, 2010**
- (2) National Higher Education Associations/Conferences for Trustees
- (3) Response to Office of the Legislative Auditor Report on System Office
- (4) Review Draft Schedule/Agenda for Retreat, October 19-20, 2010
- (5) Leadership Council Comments
- (6) Other Business

Executive Committee

Scott Thiss, Chair  
Clarence Hightower, Vice Chair  
Duane Benson, Treasurer  
Cheryl Dickson  
Dan McElroy  
Christine Rice  
Louise Sundin

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE  
MEETING MINUTES  
August 30, 2010**

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Executive Committee Members Present: Scott Thiss, Chair, Duane Benson, Cheryl Dickson, Clarence Hightower, Dan McElroy, Christine Rice and Louise Sundin

Other Members Present: Jacob Englund

The Minnesota State Colleges and Universities Board of Trustees Executive Committee met at Wells Fargo Place, 30 7th St., E., 4th Floor, World Trade Room, Saint Paul, on Monday, August 30, 2010. Chair Scott Thiss convened the meeting at 8:00 AM, and announced that a quorum was present. Trustees Duane Benson and Christine Rice participated by conference call.

**(1) Minutes of July 21, 2010**

The minutes of the Executive Committee meeting of July 21, 2010, were approved.

**(2) Revised FY11 Meeting Calendar**

Chair Thiss reviewed a revised FY11 meeting calendar. Executive Committee meetings were added to the calendar. They fall on the day after the Leadership Council meetings. The dates are: October 6; November 3; December 8; January 5, 2011; March 2; April 6; May 4; and June 8.

*Trustee McElroy moved that the Executive Committee recommends that the Board of Trustees approves the revised FY11 meeting calendar. Trustee Hightower seconded and the motion carried.*

The Revised FY11 meeting calendar will be presented for action at the board of Trustees meeting on September 15, 2010.

**(3) FY2010 Year-end Board Operating Budget**

Chair Thiss reviewed the FY2010 Year-end Board Operating Budget report. The Board's budget for July 1, 2009, through June 30, 2010 was \$212,500. During the fiscal year, the Board spent \$170,678 or 80 percent of its budget. The balance at year-end was \$41,822.

**(4) Chair's Charge to the Chancellor Search Advisory Committee**

Chair Thiss reviewed a draft document entitled, "Charge from the Chair of the Board of Trustees to the Chancellor Search Advisory Committee."

Trustee Dan McElroy inquired when the candidates' names would be made public. General Counsel Gail Olson explained that she will meet with the members of the Chancellor Search Advisory Committee at their first meeting in early September to discuss confidentiality. The members of the committee will be asked to sign a confidentiality statement. The candidates' names will not become public until they come before the Board of Trustees.

Chancellor McCormick inquired about how to respond to phone calls from potential candidates. Vice Chancellor Lori Lamb commented that she and General Counsel Olson will develop information for people who receive calls. Vice Chancellor Lamb added that there is a Web site on the chancellor search.

Chair Thiss suggested adding the Chair's charge to the committee to the Web site. He commented that the search consultant will recruit a pool of candidates and then those people will call and make inquiries about the position. Vice Chancellor Lamb commented that a general guide for individuals calling on behalf of candidates or their ambassadors will be very helpful. People should not speak to compensation and other benefits. General Counsel suggested that the Chair's Charge be sent to the presidents and their cabinet members. Trustee Hightower inquired if the Board would receive general guidelines when answering questions about the position. Chair Thiss asked Vice Chancellor Lamb and General Counsel Olson to prepare guidelines for the Board.

**(5) Review Draft Schedule/Agendas for Discuss September 14-15, 2010**

Chair Thiss reviewed the schedule and agendas for the meetings on September 14-15, 2010. Time has been added for photographs, and he suggested that committee chairs take a recess if the meeting lasts longer than two hours.

Responding to a question about adopting the committee's goals, General Counsel Olson replied that the Board does not have to approve the committees' goals. Trustee Sundin suggested that all of the committees' goals be made available on one sheet or document so that the Board can frame a picture and see how the goals fit together. Chair Thiss agreed that this was a good idea and that they can be reviewed at the October Board retreat. Chair Thiss asked that the list of criteria developed by Trustee Christine Rice and used to guide the goals discussion at the Academic and Student Affairs Committee meeting on August 19 be sent to all of the Trustees.

Trustee Hightower reported that the Human Resources Committee is going to hear a historical background piece on "pay for performance." He continued that "pay for performance" continues to be an issue and source of discussion, so this information item will explain how it was created.

**(6) Update on Retreat on October 19-20, 2010**

Trustee Benson reported that the retreat will be a starting place rather than an ending. The Chair's shift in leading the Board in accountability has resulted in big picture items to focus on. The Trustees will receive two surveys – the first one will ask for their insights on previous retreats and recommendations for discussion topics. The second survey will be based on the results from the first survey.

Responding to a question about a facilitator, Trustee Benson replied that he, Chair Thiss and Interim Vice Chancellor Scott Olson would be the facilitators. Responding to a question about senior staff attending the retreat, Chair Thiss said that he thought it appropriate. Trustee Benson will give an update at the September Board meeting.

**(7) Association of Community College Trustees 41<sup>st</sup> Annual Leadership Congress**

Chair Thiss asked if others thought it a good idea to have a presence at the Association of Community College Trustees Annual Leadership Congress given that the Board is engaged in a chancellor search. Trustee Dickson commented that she reviewed the agenda and did see anything in it that has value at this time. On the other hand, she noted that ACCT's National Legislative Summit in February is important as it provides an opportunity to do lobby Minnesota's congressional delegation. Trustee Dickson continued that she attended the Higher Learning Commission's annual conference where she learned more about higher education in one meeting than in several ACCT meetings.

Trustee Rice agreed with Trustee Dickson about the ACCT meeting. Trustee Benson asked for a calendar with all of the conferences on them so that the Board could discuss and plan which ones to participate in. Chair Thiss said that he attended an Association of Governing Boards for Universities and Colleges and that he found the discussions very good. Trustee Englund added that speakers and panelists at the AGB conference that he attended were very good. Chancellor McCormick added that AGB is an outstanding organization and that he serves on its Advisory Board.

Chair Thiss asked staff to lay out the conferences for the next Executive Committee meeting. Trustee Hightower asked for content around the benefit and value of belonging to these organizations. Trustee Sundin suggested having a discussion about whether to maintain membership in them. Chair Thiss commented that the Executive Committee will have discussed these organizations from the perspective of the Board's budget and membership and benefits.

**(8) Leadership Council Comments.**

Dr. Kevin Kopischke, President, Alexandria Technical and Community College, commented that the Leadership Council did not meet in August. He noted that the presidents have been busy getting the school year off to a good start. Enrollments appear to be strong. Last year, Alexandria had a higher spring enrollment than fall. Trustee Benson thought it important to tell the story about the reverse attrition from fall to spring semester. Trustee Sundin noted that a strong summer enrollment fits well with the Academic and Student Affairs Committee's discussion about a year round calendar, compared to a school year and a summer calendar.

Trustee Sundin inquired if any of the federal funds that were recently approved by Congress were for higher education and Vice Chancellor/Chief Financial Officer Laura King responded that those funds were for health care and K-12.

Chair Thiss observed that he was pleased by the level of participation by the Leadership Council co-chairs at the Board's committee meetings in July.

Trustee Dickson announced that the recent issue of *Washington Monthly* magazine has ranked Saint Paul College as the top college in the nation. The distinction was awarded in conjunction with the college's 100<sup>th</sup> anniversary. Also, several of our other colleges ranked in the top 50. Students at 650 community colleges were surveyed by the Community College Survey of Student Engagement. The rank also resulted from graduation data from the U.S. Department of Education.

There was a discussion on ways to inform legislators and other constituents of this news. Suggestions included, recognizing the colleges who won the awards at the September Board meeting, sending releases to the local chambers of commerce for inclusion in their newsletters, and putting up a poster at the State Fair.

**Adjournment**

Chair Thiss asked the members if they felt that the Executive Committee meeting was productive. Trustee McElroy responded that it was, but he recommended that the meeting be scheduled with a start and end time. Trustee Benson added that the Chair can wrap up a discussion if the committee is spending more time on an agenda item than allotted. Trustee Hightower said he thought it was better as opposed to meeting after two full days of committee and board meetings. .

Chair Thiss adjourned the meeting at 9:25 AM.