



**BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING
WEDNESDAY, APRIL 6, 2011
8:00 AM**

**WELLS FARGO PLACE
30 7TH STREET EAST
ROOM 3310, 3RD FLOOR
SAINT PAUL, MN**

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 March 2, 2010**
- (2) Discuss FY 2012 Meeting Calendar
- (3) Review Academic and Student Affairs Study Session on April 13, 2011
- (4) Board of Trustees Study Session on Committee Goals
- (5) Review Draft Schedule/Agendas for Meetings on April 19-20, 2011
- (6) Leadership Council Comments
- (7) Other Business

Executive Committee

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

BOLD denotes action item

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
MEETING MINUTES
March 2, 2011**

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

Executive Committee Members Absent: Scott Thiss

Other Members Present: Jacob Englund, Alfredo Oliveira and James Van Houten

The Minnesota State Colleges and Universities Board of Trustees Executive Committee met at Wells Fargo Place, 30 7th St., E., 3rd Floor, Room 3310, Saint Paul, on Wednesday, March 2, 2011. Vice Chair Clarence Hightower convened the meeting at 8:00 AM and announced that a quorum was present.

Trustees Jacob Englund, Dan McElroy and Alfredo Oliveira and President Kevin Kopischke participated by conference call.

(1) Minutes of January 5, 2011

The Executive Committee meeting minutes of January 5, 2011, were accepted as written.

(2) Second Quarter FY2011 Board Budget Report

Trustee Duane Benson, Treasurer, reported on the second quarter budget report for the period October 1 through December 31, 2010. The Board's operating budget for FY11 is \$213,722. Actual expenses through the second quarter were \$65,240, or 31 percent of the budget. Encumbered funds are \$99,935, leaving a balance of \$48,547. For the same period in FY10, actual expenses were \$77,269, or 36 percent; encumbered funds were \$103,974, with a balance of \$31,257.

Trustee Benson continued that expenses are down compared to last year in part because of reduced attendance at national conferences. No one attended the Association of Community College's fall conference and only two Trustees attended ACCT's National Legislative Summit in February. One Trustee is attending the Association of Governing Board's National Conference in April.

The third quarter will end on March 31. We then will forecast year-end expenses and begin drafting a budget for FY12. The year-end forecast will include Trustees' participation in spring commencements and the Board's "Connecting with Campus Initiative." Trustee Benson encouraged Trustees to schedule their campus visits.

(3) Update on Searches

Lori Lamb, Vice Chancellor for Human Resources, reported that three presidential searches are underway: Saint Paul College, Century College and the aligned Anoka-Ramsey Community College and Anoka Technical College. The search committees will select the candidates to be invited for on-campus interviews and then send their recommendations to Chancellor McCormick. The finalists will be interviewed by three Trustees, Chancellor McCormick, Vice Chancellor Lamb and Chancellor-designate

Steven Rosenstone. Chancellor McCormick will make recommendations for each presidency to the Board of Trustees for approval. The searches are on track for three new permanent presidents in April or May and one interim for Southwest Minnesota State University.

Responding to a question on how the new search process is working, Vice Chancellor Lamb said it is working very well and that the experiences have been varied. It is a pilot project at some levels, and feedback will be reviewed for improving the process. Vice Chancellor Lamb continued that feedback on the chancellor search has been scheduled for the Human Resources Committee in April.

(4) Review Draft Schedule/Agenda for Meetings on March 15-16, 2011

Vice Chair Hightower led the discussion on the review of the draft schedule and agendas for the meetings on March 15-16, 2011. Trustee Rice requested additional time for the Academic and Student Affairs Committee to meet to accommodate Winona State University's mission approval and profile. Also, the Human Resources Committee will add feedback on the chancellor search process to their March agenda.

(5) Leadership Council Comments

President Kopischke, Alexandria Technical and Community College, and co-chair of the Leadership Council, reported that the Leadership Council met on the March 1, 2011. They heard a report on Students First and discussed the legislative session. President Kopischke reported that Dr. Rosenstone is making his first campus visit to Alexandria Technical and Community College today.

Trustee Benson commented about the Trustees' confirmation hearing before the Senate Higher Education Committee and that budget concerns were mentioned. He continued that the economic outlook for FY2012-2013 on the Finance and Facilities Committee's agenda in March might be of interest to the full Board. President Kopischke thought it a good idea to begin with Harvard's "Pathways to Prosperity," which leads students to two-year colleges. Vice Chancellor Laura King explained that the economic outlook is intended to advise the Board of the results of a new revenue forecast on our outlook. She asked if the Board was interested in having a study session to look at the larger economic conditions and a macro discussion on what is going on in the nation and state. Chair Hightower said that it cannot be added in March due to the existing demands on the schedule, but it can be added at a later date.

Trustee Sundin added that the Harvard report is good, and she referenced another study on community/technical education for the 21st century that was done by Dr. James Stone, National Research Center for Career and Technical Education, University of Louisville in Kentucky. Both the House and Senate higher education committees took an interest in it. The study claims that there is too much emphasis on STEM and not enough on middle level jobs. Trustee Sundin recommended inviting Dr. Stone to a Board meeting. Vice Chair Hightower commented that this is a consideration for Chair Thiss for a future meeting. Trustee Benson suggested that the Advancement Committee consider some way to engage the Legislature and invite them to the study session.

(6) Other Business

Vice Chair Hightower asked Chancellor McCormick for an update on the transition. The Chancellor commented that the expectation of Chair Thiss is for a model transition. A transition team that involves the Chancellor's direct staff has been created and it includes three presidents. A fourth president was added so that there would be two community college and two university presidents. Interim Vice Chancellor Scott Olson will convene the team. The Chair and Chancellor will meet with Vice Chancellor Olson prior to the board meeting for updates on the transition.

Adjournment

Vice Chair Hightower adjourned the meeting at 8:51 AM.



**BOARD OF TRUSTEES COMMITTEES AND BOARD
MEETING SCHEDULE
APRIL 19-20, 2011**

**WELLS FARGO PLACE
30 7TH STREET EAST**

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

TUESDAY

APRIL 19, 2011

9:00 A.M. FINANCE AND FACILITIES COMMITTEE – BOARD ROOM

Dan McElroy, Chair

- (1) **Minutes of March 15, 2011**
- (2) Finance and Facilities Update
- (3) **Proposed Amendment to Board Policy 5.9 Biennial Operating Budget Planning and Administration Including Revenue Fund (Second Reading)**
- (4) **Proposed Amendment to Board Policy 5.11 Tuition and Fees (Second Reading)**
- (5) **Minnesota State University, Mankato Lease Amendment**
- (6) Proposed Amendment to Board Policy 5.12 Tuition and Fees Due Dates, Refunds, Withdrawals and Waivers (First Reading)
- (7) Board Goal: Physical Plant and Budget Request Sizing
- (8) College and University Financial Performance

12:00 P.M. LUNCH – WORLD TRADE ROOM

12:30 P.M. TECHNOLOGY COMMITTEE – BOARD ROOM

David Paskach, Chair

- (1) **Minutes of March 16, 2011**
- (2) Information Technology Update
- (3) Students First Report
- (4) Service Delivery Strategy

**1:30 P.M. DIVERSITY AND MULTICULTURALISM COMMITTEE – BOARD ROOM
LOUISE SUNDIN, CHAIR**

- (1) **Minutes of March 15, 2011**
- (2) Diversity and Multiculturalism Division Update
- (3) Demographic Characteristics of College and University Graduates
- (4) The Center for College Readiness - Minnesota State Community and Technical College
- (5) Proposed Amendment to Board Policy 1B.4
Access for Individuals with Disabilities (First Reading)

**3:00 P.M. HUMAN RESOURCES COMMITTEE – BOARD ROOM
Clarence Hightower, Chair**

- (1) **Minutes of March 15, 2011**
- (2) Human Resources Update
- (3) **Appointment of President of Anoka-Ramsey Community College and Anoka Technical College**
- (4) **Appointment of President of Century College**
- (5) **Appointment of President of Saint Paul College**
- (6) **Appointment of Interim President of Southwest Minnesota State University**
- (7) Chancellor Evaluation Timeline

**4:00 P.M. HUMAN RESOURCES COMMITTEE – BOARD ROOM
Clarence Hightower, Chair**

- (1) Closed Session on Bargaining Pursuant to Minnesota Statute § 13D.03 (2010)

5:00 P.M. MEETING CONCLUDES

**WEDNESDAY
APRIL 20, 2011**

**8:00 A.M. ACADEMIC AND STUDENT AFFAIRS COMMITTEE – BOARD ROOM
Christine Rice, Chair**

- (1) **Minutes of March 15, 2011**
- (2) Academic and Student Affairs Update
- (3) **2012-2014 System Action Plan**
- (4) **Mission Approval: St. Cloud State University – Institutional Profile**
- (5) **Proposed Amendment to Board Policy 3.28 Charter School Sponsorship (Second Reading)**
- (6) Proposed Amendment to Board Policy 3.22 Course Syllabi (First Reading)
- (7) (Student Trend Data)

9:30 A.M. ADVANCEMENT COMMITTEE – BOARD ROOM
Cheryl Dickson, Chair

- (1) **Minutes of March 16, 2011**
- (2) Advancement Update
- (3) State and Federal Legislative Update
- (4) Commencement Messages

**10:00 A.M. JOINT ACADEMIC AND STUDENT AFFAIRS AND FINANCE AND FACILITIES
COMMITTEES – BOARD ROOM**
Christine Rice and Dan McElroy, Co-chairs

- (1) Resources for Results

**11:30 A.M. BOARD OF TRUSTEES AWARDS FOR EXCELLENCE IN TEACHING
LUNCHEON – HILTON GARDEN INN ST. PAUL CITY CENTER
411 MINNESOTA STREET, ST. PAUL**

1:30 P.M. BOARD OF TRUSTEES MEETING – BOARD ROOM
Scott Thiss, Chair

Bold Denotes Action Item

Requests to address the Board must be submitted in writing to staff. Request forms are available at the Board meeting on the information counter located near the entrance of the meeting room. Clearly identify the agenda item on your request form. Materials for distribution to the Board of Trustees must be submitted in advance of the committees and Board meetings. Special accommodations are available upon advance request for wheelchair accessibility, interpreter, audiotape, or large print material. Contact Inge Chapin by telephone at 651.201.1705; facsimile at 651.297.2054; or electronic mail: inge.chapin@so.mnscu.edu.