

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

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

Executive Committee Members Absent: None

Other Members Present: Jacob Englund and Alfredo Oliveira

Also Present: Chancellor Steven Rosenstone and President Edna Szymanski

The Minnesota State Colleges and Universities Board of Trustees Executive Committee met at 30 7th St., E., 3rd Floor, Room 3310, St. Paul, on Wednesday, November 2, 2011. Chair Scott Thiss convened the meeting at 8:00 AM and announced that a quorum was present. Trustees Jacob Englund, Alfredo Oliveira and Christine Rice, and President Edna Szymanski, Minnesota State University Moorhead, participated by conference call.

(1) Minutes of October 5, 2011, Meeting

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

(2) FY2012 First Quarter Board Operating Budget Report

Trustee Duane Benson, Treasurer, reviewed the FY2012 First Quarter Board Operating Budget report for the period July 1, 2011, through September 30, 2011. The Board's operating budget for FY2012 is \$212,500, but \$17,520 was carried forward from FY2011 for obligations incurred in FY2011 for former Chancellor McCormick's retirement event on July 19, 2011. Including the carry-forward funds, the board spent \$37,301 or 16 percent of its budget in the first quarter. Encumbered funds were \$133,245 with a balance of \$59,474.

(3) FY2012 Budget Discussion

Chair Thiss commented that Chancellor Rosenstone has asked all divisions in the system office to look at reducing their budgets between five and ten percent. He added that the board would like to participate. The board's budget has fallen from \$268,000 in FY2008 to its current level. The budget is leaner, but it is more accurate in covering the board's expenses. Chair Thiss continued that he is not recommending reducing per diem, meeting or in state travel expenses. The contingency fund of \$23,700 includes \$15,000 to support trustee development, conference registrations and fees. The board has reduced the number of trustees attending national higher education conferences, so the contingency fund is one area in the budget with some flexibility. A reduction of five percent of the board's budget is \$10,625, while ten percent is \$21,250. Chair Thiss favored a five percent reduction. Trustee Louise Sundin expressed the importance of trustees attending national higher education organizations because conferences provide opportunities to learn from others. Chancellor Rosenstone thanked the trustees and said that he will consider this discussion in making reductions to the system office budget.

(4) Draft Schedule/Agendas for Meetings on November 15-16, 2011

The draft schedule/agendas for the meetings on November 15-16, 2011, were reviewed. Chair Thiss recommended that each committee pick one goal consistent with the chancellor's goals

that will be accomplished by the end of the fiscal year. Chancellor Rosenstone proposed that the Academic and Student Affairs and the Advancement committees wait until the arrival of the new vice chancellors to identify their goals. He added that each Cabinet member will discuss a goal that is connected and aligned with the work plan for their committee. Trustee Duane Benson suggested inviting Senator Larry Pogemiller, who had been appointed recently by Governor Mark Dayton as the new director of the Office of Higher Education, to a future board meeting. Chair Thiss he will extend an invitation to him to attend a future board meeting.

Chancellor Rosenstone commented that he will provide an update on the progress on the Strategic Framework in November. At the January board meeting, he will cross-reference the Strategic Framework with the Strategic Plan and include goals and timelines. The chancellor also reported on the status of the searches for the vice chancellors for academic and student affairs and advancement. If all goes as planned, he will make his recommendations to the board at the November meeting. Board members will be included in the interview process, and also able to tune in to the candidate forums that will be held via WebEx.

Chancellor Rosenstone reported that without the need for a task force or outside consultants, he was recommending “system office” as the new name for the office of the chancellor. “Office of the chancellor” refers only to the chancellor and his immediate staff. “System office” reflects all of the employees. The Executive Committee was pleased with the recommendation. General Counsel Gail Olson explained that the board will need to take action on this change, as all of the policies will need to be amended as there are references to office of the chancellor throughout them. Chair Thiss recommended that the name change/policy amendment be presented at the November meeting, if possible.

(5) Recognition of Students in Career/Technical Student Organizations

Chair Thiss explained that the reception immediately following the board meeting on November 16 will be to recognize the students in career/technical student organizations who won award awards during the past year. There will be a short program during the reception.

(6) Leadership Council Comments

President Edna Szymanski, Minnesota State University Moorhead reported that the Leadership Council met via WebEx on November 1. She added that it was an excellent meeting and that they are moving forward on the Strategic Framework.

(7) Other

Trustee Cheryl Dickson acknowledged the Installation Planning committee for a very successful event. Chair Thiss agreed and thanked Trustee Dickson for serving on the committee. Chancellor Rosenstone commented that it was an opportunity to tell the story of what the faculty and staff do for the people of Minnesota. The ceremony showcased the system’s students and faculty to all that were present, including the many legislators and to those listening to the live audio-stream. Governor Mark Dayton’s comments were supportive. The event was modest and proper display of decorum for the system. Trustee Dan McElroy added that he has attended many events in the Rotunda and Great Hall and the installation made an impressive use of both spaces.

(8) Adjournment

Chair Thiss adjourned the meeting at 9:00 AM.