



**BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING
MONDAY, JUNE 3, 2013
8:00 AM**

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
30 7TH STREET EAST
FOURTH FLOOR, MCCORMICK ROOM
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

Clarence Hightower, Chair

- (1) Minutes of May 2, 2013**
- (2) Proposed FY2014-2015 Meeting Calendar (Second Reading)
- (3) Update on Chancellor's Evaluation Process
- (4) Board Meeting, June 19, 2013
 - Charting the Future of Minnesota State Colleges and Universities

Executive Committee

Clarence Hightower, Chair
Thomas Renier, Vice Chair
Michael Vekich, Treasurer
Duane Benson
Cheryl Dickson
Philip Krinkie
Louise Sundin

BOLD denotes action item

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
MEETING MINUTES
May 2, 2013**

Executive Committee Members Present: Clarence Hightower, chair, Duane Benson, Cheryl Dickson, Philip Krinkie, Thomas Renier, Louise Sundin and Michael Vekich

Other Members Present: Dawn Erlandson and Alfredo Oliveira

Also Present: Chancellor Steven Rosenstone

Chair Clarence Hightower convened the Executive Committee at 8:05 a.m., at 30 7th St., E., 3rd Floor, Room 3310, St. Paul. A quorum was present. Trustees Duane Benson, Alfredo Oliveira, Thomas Renier and Louise Sundin participated by telephone.

(1) Minutes of December 11, 2012

The Executive Committee meeting minutes of December 11, 2012, were approved as written.

(2) Chancellor's Evaluation Timeline

Chair Hightower reviewed a timeline for Chancellor Rosenstone's annual evaluation. The board will hire Dr. John Asmussen, former executive director of the Office of Internal Auditing, to interview several internal and external constituents on the chancellor's performance.

Chair Hightower commented that he and Vice Chair Tom Renier and Trustees Alex Cirillo and Michael Vekich will meet with Dr. Asmussen to review the process. A memo providing additional details on the evaluation process will be sent to all of the board members.

Chancellor Rosenstone will prepare a self-appraisal that will be delivered to the board on June 7, along with Dr. Asmussen's report on the constituent interviews. The board will meet in closed session on June 18 to discuss the report with the chancellor. Chair Hightower added that the timeline will be reviewed again at the board meeting on May 22.

Chair Hightower noted that the board needs to do a better job of defining the chancellor's annual evaluation process, including which constituents may be interviewed on his performance. The process got off to a late start this year. The board will review the current process and how to make it better sometime in the fall.

(3) FY2013 Third Quarter Board Operating Budget Report

Trustee Vekich, treasurer, reviewed the third quarter operating budget that was included with the meeting materials. As of March 31, 2013, the board has disbursed 39 percent or \$73,055, of its operating budget of \$188,000. Projections are that there will be unspent funds returned to the system budget at the end of the year.

(4) Proposed FY2014 Board Operating Budget

Trustee Vekich reviewed the proposed FY2014 operating budget of \$184,500 that was distributed. He reviewed the line items, noting that per diem remained the same over FY2013. Meeting expenses are projected to be less because of the reduction in the number of two-day meetings. The amount for in-state travel remained the same over FY2013 to allow for travel for graduations and other campus events. The budget for development and national conferences for

trustees also remained unchanged over FY2013. The amount of \$15,000 provides for six trustees to attend three national higher education conferences - two trustees at each conference.

There was a discussion about not having enough time for committee meetings. Chair Hightower commented that the committee chairs are involved in the development of the committees' agendas, which drives how much time is needed by each committee. If the agenda is sufficient, two days, or a day and a half or one day will be scheduled. One trustee observed that there have been fewer policy discussions and more study sessions.

Trustee Vekich moved that the Board of Trustees approve a FY2014 Operating Budget of \$184,500. The motion was seconded by Trustee Dickson and carried.

Trustee Vekich explained that the board's FY2014 operating budget will be included in the overall system budget that will be presented for a first reading to the Finance and Facilities Committee on May 22, 2013.

(5) Annual Meeting on June 19, 2013

Discussion FY2014-2015 Meeting Calendar

Chair Hightower commented that the board has traditionally approved a one-year calendar, but given everyone's busy schedules, he asked members what they thought of a two-year calendar. Several trustees thought it a good idea. Chair Hightower asked staff to prepare a proposed meeting calendar for FY2014 and 2015 for a first reading at the May board meeting.

Election of Officers

Chair Hightower announced that elections for the chair and vice chair of the board will be held at the annual meeting. Board Policy 1A.2, Part 4, Subpart E outlines the process. Board members will receive a memo with the details for the election of officers.

Recognition Reception

Chair Hightower noted that Trustee Brett Anderson's appointment is scheduled to end on June 30. In addition, several Leadership Council members also will be leaving at the end of June. At the conclusion of the board meeting on June 19, the board will host a reception for Trustees Brett Anderson, Presidents Don Supalla, Jessica Stumpf, Ron Thomas and Ron Wood, and Vice Chancellor Doug Knowlton.

Other

Trustee Benson reported that at the Association of Governing Boards Annual Conference on Trusteeship, he learned that the lower middle income class has to provide a greater portion of their income on tuition. He recommended that orientation or a study session be devoted to an overview of the system's budget detailing the state appropriation and tuition revenues and how a student's income affects their tuition costs.

Next Meeting

Chair Hightower announced that the next meeting of the Executive Committee is on Monday June 3, 2013.

Adjournment

Chair Hightower adjourned the meeting at 8:45 a.m.