

**MINNESOTA STATE  
BOARD OF TRUSTEES**

**BOARD ACTION**

APPPOINTMENT OF PRESIDENT OF ALEXANDRIA TECHNICAL AND COMMUNITY COLLEGE

**1 BACKGROUND**

2 Following the announcement of President Urban’s retirement, Chancellor Malhotra initiated a  
3 national search for president of Alexandria Technical and Community College in the winter of  
4 2018-2019. The executive search firm Cizek Associates, Inc. was retained to assist with the  
5 recruitment and vetting process for this position. A search advisory committee was appointed  
6 consisting of the following members;

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- 8 Hara Charlier, President of Central Lakes College
- 9 Gregg Raisanen, Senior Dean of Academic Affairs and Students (ATCC)
- 10 Merilee Retzlaff, Dean of Nursing and Health (ATCC)
- 11 Dan Klassen, Groundskeeper, Shipping and Receiving (ATCC)
- 12 Tam Bukowski, Safety Coordinator (ATCC)
- 13 Julie Fenlason, Director of Financial Operations (ATCC)
- 14 Andy Grieve, Diesel Mechanics Instructor (ATCC)
- 15 Kellie Tatge, Liberal Arts-English/Speech Communications Instructor (ATCC)
- 16 Morgan Thielen, Student (ATCC)
- 17 Nicole Fernholz, Executive Director, Alexandria Area Economic Development Commission
- 18 Katie Perry, Chief Development & Strategy Officer, Senior Vice President, Knute Nelson

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20 The following individuals provided support to the committee:

- 21 Shari Maloney, Chief Human Resource Officer, (ATCC)
- 22 Renée Hogoboom, System Office Search Liaison

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24 The position was advertised nationally in a variety of higher education and diversity  
25 publications. At the same time, the search consultant initiated an aggressive recruitment  
26 campaign. There were a total of 41 applicants. From this pool, the search advisory committee  
27 selected eight individuals for initial interviews and forwarded its assessment of the candidates  
28 to Chancellor Malhotra. On the committee’s recommendation, Chancellor Malhotra selected  
29 three finalists who participated in public interviews at the campus, including sessions with  
30 students, faculty, staff and community members. Reference checks were conducted. Interviews  
31 were conducted by Chancellor Malhotra, members of the chancellor’s cabinet, and Trustees Jay  
32 Cowles, Dawn Erlandson and Roger Moe.

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1 After careful consideration of information received from each element of the interview process,  
2 the chancellor selected one candidate to recommend to the Board of Trustees for approval.

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4 At this time Chancellor Malhotra recommends Michael Seymour to be the next president of  
5 Alexandria Technical and Community College.

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7 **RECOMMENDED COMMITTEE ACTION**

8 The Human Resources Committee recommends that the Board of Trustees adopt the following  
9 motion.

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11 **RECOMMENDED BOARD MOTION**

12 The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints Michael  
13 Seymour as president of Alexandria Technical and Community College effective July 1, 2019,  
14 subject to the completion of an employment agreement. The Board authorizes the chancellor,  
15 in consultation with the chair of the board and the chair of the human resources committee to  
16 negotiate and execute an employment agreement in accordance with the terms and conditions  
17 of the Minnesota State Colleges and Universities Personnel Plan for Administrators.

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19 *Date Presented to the Board of Trustees:* 04/17/19

20 *Date of Implementation:* 07/01/19

# MICHAEL P. SEYMOUR

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## **Executive Experience**

Vice President of Academic & Student Affairs, Lake Superior College (LSC), Duluth, Minn. March, 2015 – Present

Serve as Chief Academic and Student Affairs Officer responsible for supporting teaching, learning and administrative activities leading to student success.

As Vice President of this multi-campus Minnesota State College with more than 10,000 students and 90 academic programs, I work in a collective bargaining environment with more than 350 faculty and staff. Under my executive leadership, the Office of Academic and Student Affairs at Lake Superior College:

- Leads three growing academic divisions, Liberal Arts & Sciences, Business & Industry, Allied Health & Nursing with a job placement/transfer rate of 97.5%
- Works closely with employers to ensure program outcomes align with community needs and in support of equipment donations and summer youth academies/camps
- Contributes to the implementation of the college's strategic plan and inclusive campus culture by engaging faculty and student leaders in accomplishing annual work plan priorities and new initiatives
- Oversees accreditation and certification activities – the college has nine accredited health programs and Part 141 aviation certification
- Manages three off-site centers: Aviation, Manufacturing, Emergency Response
- Developed a strategic enrollment management plan that increased new degree-seeking students by 8% and Fall to Spring retention rates by 3% - Fiscal 2017, Fall to Fall retention rates by 5.6% (students of color 4.7%) - Fiscal 2018, International students 22% and Students of Color 13.5% - Fall 2018
- Increased Customized Training net revenues/profit by more than \$1 million Fiscal 2016 – Fiscal 2018
- Facilitated the development of the college's faculty-driven 2016-2020 Master Academic Plan
- Strengthened university partnerships by supporting reverse transfer agreements, academic/career pathways and on-campus program options
- Increased high school partnerships to 59
- Cultivates relationships with college donors, community and government leaders
- Secures grant funds (TRIO SSS/EOC, Cyber Security), over \$2 million since 2015
- Directs six varsity athletic teams (basketball, soccer, clay target, mountain biking)
- Promotes continuous improvements in support of academic and operational excellence
- Uses data in decision-making to support enhanced and new academic programming
- Supports professional development of faculty and staff with an emphasis on cultural competence, accessibility, data privacy and OER development

Vice Chancellor for Finance and Operations, University of Minnesota, Duluth (UMD), Duluth, Minn. June, 2012 – February, 2015

Served as Chief Financial Officer responsible for business operations, human resources, facilities, police and emergency management. Provided support for athletics, legislative and advancement initiatives.

As Vice Chancellor of this land and sea grant institution with over 11,000 students and budgets exceeding \$240 million, I worked in a collective bargaining environment with more than 1,900 employees and 3 million square feet of facilities. Under my executive leadership, the Office of the Vice Chancellor for Operations and Finance at the University of Minnesota Duluth:

- Leveraged real estate and intellectual property assets as sources of new revenue
- Facilitated operational excellence activities including unified ticketing and events management systems
- Formed the Twin Ports CFO Group to improve local collaboration
- Developed and implemented shared services models in human resources, facilities management and business services
- Created a sustainable budget plan for athletics (closed a \$1.2 million budget gap)
- Reallocated over 5% from central and administrative cost areas to direct instruction
- Developed public/private partnerships to address high end housing needs
- Facilitated increased University of Minnesota Duluth system allocations by more than \$2 million in support of instruction and facilities operations
- Initiated and provided oversight for the alignment of academic and nonacademic human resources
- Initiated an employee voluntary reduction program to address a significant budget deficit
- Negotiated fine/ticket revenue sharing contract with City of Duluth
- Partnered with student life on tobacco free policy and Title IX compliance
- Improved its customer service orientation in support of the Medical, Pharmacy, Business, Science/Engineering, Education/Human Services and Liberal/Fine Arts Colleges
- Enhanced relationships with system-wide facilities, public safety and budget and finance leadership
- Uncovered and resolved a \$2.5 million dollar fringe benefit and \$4 million dollar summer tuition deficit
- Completely overhauled an antiquated budget approach allowing for more accurate monitoring, reporting and improved accountability

Vice President, Anoka-Ramsey Community College & Anoka Technical College – Anoka/Cambridge/Coon Rapids, Minn. 2008/09–2011/2012

Served as Anoka-Ramsey's Provost and Chief Operating Officer responsible for administrative and educational service units 2008, 2009, 2010 and as both colleges Chief Financial Officer 2011/2012.

As Vice President of this multi-campus dual college Minnesota State enterprise with 16,000 credit students and budgets exceeding \$75 million, I worked in a collective bargaining environment with more than 900 employees. Under my executive leadership, the colleges:

- Aligned operations in the areas of finance, facilities, technology, safety/security and customized training and continuing education

Under my executive leadership, the campuses of Anoka-Ramsey:

- Expanded grant support from \$7 million to more than \$13 million
- Expanded off-site course offerings from eight to 14 community locations, increasing participation from 400 to 800 students
- Increased concurrent enrollment program from 700 to 900 students
- Expanded online learning options from 12 to 26 percent of overall credit-course registrations
- Initiated Weekend College and expanded service hours

- Secured \$800,000 FIPSE congressionally directed grant award to expand biomedical device curriculum and programming
- Increased revenues in Professional Training Center by 55 percent to more than \$1.3 million in FY11
- Initiated reorganization and cross training of student services staff between campuses, increasing total number of students served by more than 50 percent
- Improved processes and performance to reduce administrative overhead, resulting in a rate 32 percent lower than IPEDS comparison group
- Implemented Services for Veterans, serving more than 300 students annually
- Added men's and women's varsity soccer and women's varsity softball (five nationally ranked teams in FY11)
- Expanded tutoring services for math and English, increasing number of sessions to more than 35,000 between 2008 and 2011
- Facilitated focus on data-driven decision making by increasing reliance on the Institutional Research and Evaluation Office
- Provided leadership for the development of new programs including Business and Technology, Fitness, Biomedical Sciences, Associate in Fine Arts, Associate in Arts with emphasis areas, and Workforce Development certificates
- Maintained lowest tuition in Minnesota (since 2002)
- Added 90,000+ square feet of new student and instructional space through innovative use of existing college resources and capital funding mechanisms
- Creatively secured funding for a 45,000 square-foot Health/Wellness Center
- Increased profits from auxiliary enterprises to more than \$1 million annually
- Provided oversight for enrollment management planning; enrollment increased by over 30 percent – Fall 2006 to Fall 2011
- Had no significant audit findings or federal/state repayments.

Interim Vice President of Educational Services – Anoka-Ramsey Community College  
Cambridge/Coon Rapids, Minn. 2004/05, 2007/08

Served as Chief Academic and Student Affairs Officer. Maintained responsibilities as Chief Financial Officer.

Vice President for Administration – Anoka-Ramsey Community College  
Cambridge/Coon Rapids, Minn. 2001/02 – 2005/06

Served as Chief Financial Officer responsible for college-wide fiscal, facilities, technology, safety/security, records/registration and human resource management. Provided leadership for college-wide Student Life.

Chief Information Officer/Dean – Anoka-Ramsey Community College, Cambridge/Coon Rapids, Minn. 1997–2001

Department Leader/Grant Manager – Riverland Community College (RCC), Albert Lea/Austin, Minn. 1994–1997

### **Noteworthy Accomplishments**

As a twenty-five year leader in Minnesota's higher education systems, I have shared in the following accomplishments:

#### **Diversity & Campus Climate**

- Established the Diversity/Multicultural Affairs Office at ARCC
- Facilitated the development of ARCC's first diversity plan

- Initiated math curriculum redesign project to address barriers to completion of college level math at ARCC
- Secured TRIO Upward Bound and Student Support Services Grants at ARCC
- Established UMD Campus Service Officer Program as an intentional staff diversity initiative
- Supported UMD Unit (climate/culture) Change Team in offering multicultural education; improved employee hiring policies and retention with an openness to diversity and community development
- Secured TRIO Equal Opportunity Center Grant at LSC
- Established an International Student Support Office at LSC

### **Technology**

- Served as National Advisory Panel Member, Northwest Center for Emerging Technology, Bellevue, Wash. – 1995-1997
- Initiated faculty laptop/tablet program in support of innovative instructional technology integration at ARCC
- Provided oversight for mass desktop, wireless and phone system deployment at ARCC
- Leveraged IP infrastructure across two campuses to include phone mobility, document imaging, energy management programs, security systems and college smart cards at ARCC
- Increased online student services including online advising, online orientation, and nursing and physical therapy information sessions at ARCC
- Established a UMD Finance and Operations web site (<http://www.d.umn.edu/finop/>)
- Created paperless curriculum process at LSC

### **Academic**

- Established Quality Improvement Process (QIP) to support high standards for increased online, hybrid and off-site offerings. More than 60 courses went through the Quality Improvement Process in the first two years of implementation
- Established Service Learning Program with more than 60 agency and school district partnerships at ARCC
- Hosted a nationally attended summer Information Technology Workshop series that served 400+ faculty over three summers at RCC
- Developed new programs in Multimedia, Telecommunications, Networking Communications, Computer Science and Computer Networking at RCC
- Developed Academic Partnerships with several university partners including Minnesota State University Moorhead, Bemidji State University, Metropolitan State University and St. Cloud State University at ARCC
- Implemented the Cisco Academy Program serving as regional provider to as many as 18 participating high schools at ARCC
- Facilitated multiple secondary partnerships including adult basic education, STEM pathways, math tutoring and teacher development training at ARCC
- Partnered with UMD academic affairs on a community college bridge program (ARCHES) and civic engagement reporting
- Hosted over 275 summer academic campers at LSC
- Developed new programs in Health Systems Management and Eco Entrepreneurship at LSC

### **Donations/Grants**

- Principal and co-principal investigator on multiple grant awards. Funding sources include the National Science Foundation, Corporation for Public Broadcasting, Minnesota Job Skills Partnership and State of Minnesota
- Created community partnerships with TCI Cable and Mayo Clinic that resulted in several thousand dollars in funds and equipment donations to RCC
- Created industry partnership with Cisco Systems that resulted in several thousand dollars in leveraged equipment funds and equipment donations to ARCC
- Supplemented developmental instruction at ARCC with a \$230,000 AmeriCorps grant
- Provided vision and fostered development of a new bio-fuels program resulting in a Minnesota Job Skills Partnerships grant supporting a partnership between ARCC and Ever Cat Fuels, LLC.
- Cultivated equipment donations exceeding over \$1 million Fiscal 2016- Fiscal 2019 at LSC

### **Administrative**

- Received a 2007 MnSCU Excellence in Financial Management Award for exemplary auxiliary services
- Initiated and provided oversight for the alignment of the business office, bookstores, facilities, information technology, academic divisions and student services operations between the two campuses of ARCC
- Established a call center to improve customer service and back-office productivity at ARCC and LSC
- Increased ARCC's share of system allocation from 2.3 to 2.9 percent
- Created budget tools including enrollment forecasting, schedule costing and customized training variance plan.

### **Buildings and Grounds**

- Established the Public Safety Office at ARCC
- Negotiated 25-acre land purchase and county road alignment on the ARCC
- Facilitated numerous sustainable building and grounds initiatives including the Office spaces, parking expansion, courtyard/patio improvements, garage additions, athletic fields, and student and academic support center remodels
- Developed several joint-powers agreements with the cities of Cambridge and Coon Rapids
- Received Duluth Zenith Award for UMD area planning implementation
- Supported new UMD sustainability initiatives including waste, transportation and awards programming
- Secured a \$36 million Science Building on University of Minnesota Capital Request list – received planning money in 2014 legislative session

### **Teaching Experience**

Saint Cloud State University – Saint Cloud, Minn. 2008, 2009, 2010

Affiliated Faculty Member – “Higher Education Finance,” Higher Education Administration Graduate Program

Anoka-Ramsey Community College – Cambridge/Coon Rapids, Minn. 1998, 1999, 2000

Part-time faculty member – “Data Telecommunications and Computer Networks,” Computer Networking Program

Riverland Community College (formerly Austin Technical College, Riverland Technical College) – Albert Lea/Austin, Minn. 1989–1997  
Faculty Member – Radio/Television Broadcasting, Media/Telecommunications and Networking Communications Programs

Ferris State University – Big Rapids, Mich. 1988  
Adjunct Faculty Member – “Studio Production 1,” Television Production Program

### **Other Professional Experience**

Vice President – WaveFront Communications, Arden Hills, Minn. 1994–1997  
Television Specialist - Ferris State University, Big Rapids, Mich. 1987–1989  
Television Producer - General Motors, Flint, Mich. 1986

### **Education**

Doctor of Adult and Higher Education – (ABD - Anticipated graduation)  
University of South Dakota, Vermillion, S.D.  
Graduate Certificate – Management Information Systems  
Metropolitan State University, St. Paul, Minn.  
Master of Science in Career and Technical Education – Human Resources  
Ferris State University, Big Rapids, Mich.  
Bachelor of Science in Television Production  
Ferris State University, Big Rapids, Mich.  
Associate of Science in Audio/Visual Technology  
Ferris State University, Big Rapids, Mich.

### **Additional Training**

Higher Learning Commission Comprehensive Peer Review and Assessment Academy  
University of Minnesota Diversity Certificate  
Westmoreland/Flint Media Relations  
Minnesota Partnership (MinnState/UofM) for Executive Leadership Development  
Emergency Management (NIMS Certified)  
Intercultural Development Inventory  
Minnesota State Colleges and Universities Diversity Officer  
Minnesota State Colleges and Universities Legal Institute

### **Community/Civic Involvement**

Lake Superior College Foundation – Ex-officio Member  
Duluth Workforce Development – Past Board Member  
Duluth Greater Downtown Council – Board Member  
UMD Center for Economic Development - Advisory Board Member  
Kiwanis Club of Friendly Duluth– President  
Woodland Hills Neighborhood Youth Services – Volunteer  
Anoka Area Kiwanis Club – Past President  
Anoka-Hennepin School District Future Focus – Task Force Member  
Anoka-Ramsey Youth Athletic Association – Past Volunteer/Coach  
Cambridge Development Alliance (CDA) – Past Board Member  
Coon Rapids Lions Club Foundation – Past President  
Emma B. Howe Family YMCA – Past Board Member

### **Higher Education Committees**

Lake Superior College Academic Affairs and Standards  
Lake Superior College Strategic Planning

Lake Superior College Faculty Shared Governance Council  
Lake Superior College Athletics Task Force  
University of Minnesota System-wide Emergency Management  
University of Minnesota Duluth Campus Climate Leadership  
University of Minnesota Duluth Physical Facilities  
Anoka-Ramsey Community College Higher Learning Commission Planning  
Anoka-Ramsey Community College Strategic Planning  
Anoka-Ramsey Community College Affirmative Action, Chair  
Metro Alliance Chief Financial Officers and Chief Academic Officers  
Minnesota State Colleges and Universities Information Technology Finance and Personnel  
Minnesota State Colleges and Universities Technical Advisory – Performance Funding  
Minnesota State Colleges and Universities Tuition and Fees Advisory Group

### **Selected Presentations**

“Academic and Career Pathways,” Concurrent Enrollment Consortium, Duluth, Minn., 2016  
“Enrollment Strategies,” LSC Faculty Development Day, Duluth, Minn., 2016  
“Space Utilization,” LSC Faculty Development Day, Duluth, Minn., 2015  
“The Risks of Innovation at the University,” University of Minnesota Office of General Counsel, Minneapolis, Minn., 2014  
“Higher Education Challenges & Opportunities,” University of Minnesota Duluth Alumni Association, Minneapolis, Minn., 2014  
“The Role of IT in Fiscally Challenging Times,” Maximizing Organizational Resources Leadership Development Training, Duluth, Minn., 2013  
“High School - College Partnerships,” Concurrent Enrollment Teacher Orientation and Development Day, Coon Rapids, Minn., 2011  
“From IT to VP, IT Career Paths,” Advanced IT Minnesota, Minneapolis, Minn., 2011  
“The Business of Student Success and Retention,” Anoka-Ramsey Community College Faculty Development Days, Cambridge, Minn., 2011  
“Planning for an Uncertain Future,” Society for College and University Planning, Minneapolis, Minn., 2010  
“Integrating Services at Anoka-Ramsey Community College,” Shared Services Summit, Saint Cloud, Minn., 2010  
“Anoka-Ramsey Community College’s Master Facilities Plan,” MnSCU Office of the Chancellor, St. Paul, Minn., 2010  
“Creating Knowledge Clusters: Establishing Cross-Departmental Relationships,” MnSCU Chief Finance and Facilities Officer Conference, Duluth, Minn., 2007  
“Meeting the Demand for the Baccalaureate in a Rapidly Growing Suburban Region: The Portal Concept at Anoka-Ramsey Community College in Minnesota,” Community College Baccalaureate Association, New York, N.Y., 2005

### **Selected Papers and Writing Contributions**

“Pathways to Distinction”, Lake Superior College Master Academic Plan  
“Challenges to Creating a Sustainable Budget in Higher Education”  
University of Minnesota 2013/2014, 2014/2015 Compact & Budget Proposal  
*Daring, Dreaming, Designing* – Anoka-Ramsey Community College HLC Self-Study Report  
Anoka-Ramsey Community College Facilities & Academic Master Plans

**References** - Available upon request.