



MINNESOTA STATE
Board of Trustees

Executive Committee Meeting
Minnesota State Colleges and Universities
System office, 30 East 7th Street, St. Paul, MN
May 3, 2023 8:00 AM - 10:00 AM CDT

Table of Contents

I. Agenda.....2

II. Chancellor's Updates

III. Chair's Updates

IV. Minutes of January 4, 2023.....3

V. FY2024 New President Orientation and Onboarding Pilot.....6

VI. Revised FY2024 meeting calendar (First Reading).....7

VII. Proposed FY2024 Board Operating Budget.....10



Executive Committee
May 3, 2023
8:00 a.m.
Conference Room 3310, 3rd floor

1. Chancellor's Updates
2. Chair's Updates
- 3. Minutes of January 4, 2023**
4. FY2024 New President Orientation and Onboarding Pilot
5. Revised FY2024 meeting calendar (First Reading)
- 6. Proposed FY2024 Board Operating Budget**

Committee Members:

Roger Moe, Chair
George Soule, Vice Chair
Jay Cowles, Treasurer
Dawn Erlandson
April Nishimura
Kathy Sheran
Cheryl Tefer

Bolded items indicate action required.



**Executive Committee
Meeting Minutes
January 4, 2023**

A meeting of the Executive Committee of the Board of Trustees was held on January 4, 2023.

Committee members present: Roger Moe, Chair; George Soule, Vice Chair; Jay Cowles, Treasurer; Dawn Erlandson, April Nishimura, Kathy Sheran, Cheryl Tefer

Committee members absent: None

Other board members present: Jim Grabowska

Staff present: Devinder Malhotra, Chancellor; Kari Campbell, Executive Director

The meeting materials are available [here](#).

Chair Moe called the meeting to order at 7:58 a.m.

Chancellor's Updates

Chair Moe, Vice Chair Soule, and trustees-

Happy New Year to everyone! 2022 was a tough year, but it is behind us, and we approach 2023 with a renewed sense of hope optimism and good things to come. Towards the end of last fall, we had developed a very bold and aggressive agenda for the legislative request. Now we are in the process of developing an aggressive advocacy plan around that aggressive agenda. Melissa Fahning will give an update on this shortly, but I do take a lot of comfort in the fact that our priorities are in aligned with those of our student and faculty groups, so we are united on this front. I know Chair Moe has been making the rounds meetings union, state and regional leadership and informing them of the importance of being funded in this effort.

Tomorrow, Chair Moe and I will meet with the Governor and Lieutenant Governor to and their staff to bring our message with regard to our legislative request. We are also meeting with the higher education committee leaders.

Besides that, I also wanted to update you on some of the executive searches we have going on. The presidential searches for both MSU-Moorhead and Riverland College are both

progressing in an appropriate manner and as we move forward, we will continue to update you.

In December, we had announced that we had selected our inaugural Executive Director for our New Center for Data Access and Analytics. I am proud to inform you that today we have selected Dr. Priyank Shah. The expression eludes me now, but something to the effect of the fruit of the tree does not fall far from it. Dr. Shah is well known to us, as he was our Assoc. VC in office of Equity and Inclusion. He has been instrumental in leading and advancing system wide efforts in collaboration with system leaders faculty and staff. Most notable are his contributions to Equity 2030, launching the equity scorecard, and the system wide campus climate initiative. Welcome, Dr. Shah. With your indulgence, Chair Moe, I will ask him to introduce himself to the executive committee.

Another Cabinet position that we are nearing completion on is the Executive Director of Workforce and Economic Development. Larry Lundblad has been serving in this role currently. Larry came out of his second or third retirement...I lost count...to assist in this effort. The search advisory committee will interview semi-finalists, determine finalists and expect to make an announcement towards the end of January.

Lastly, you may recall Minnesota State was struck with tragedy when President Stephanie Hammitt of Fond du Lac passed away. I will be visiting Fond du Lac campus on January 19th and meet with the tribal board of education, as well as internal stakeholders, to identify the process and approach to identify the next leader of the college. In the interim, Anita Hanson is serving as the acting president. I must say, she walked into a very difficult situation, but she has done a remarkable - phenomenal – job in keeping the campus community together, their spirits up, and focusing them on a forward momentum, as Stephanie would have liked us to do. As the search progresses, I will keep both Chair Moe and Vice Chair Soule apprised of the situation.

With that Chair Moe concludes my remarks.

Chair's Update

As the Chancellor indicated, the major effort now will be with the legislature. We have tried to get ready for all of that. I have had the good fortune to travel around the area here with Bernie for a couple of days. We met with about fifteen or twenty different organizations that ranged from labor unions, chamber of commerce, business partnerships, and various trade organizations. The purpose was to tell them about our budget, how we went about preparing it, and why we think what we spelled out as priorities of the system.

I can say, uniformly, the reaction was twofold. Number one, they really appreciated an opportunity to sit down with us and to talk about the budget. This was a new experience for some of them, and they really appreciated that, so that's positive. Secondly - without exception - everyone has a workforce labor/employee concern. It didn't make any difference

what trade group or what organization it was. Because employees are so scarce, all groups said that they will be there to support our budget. So, it was worthwhile, and I hope will help pay some dividends for us as we move through the legislative session.

Melissa will talk more about this as well, but yesterday I went over to the State Capitol and I was invited to a celebration hosted by the Native American community for Native American women who were elected to the legislature. It was really a wonderful event with great songs and dance. This also highlights something that's really significant: This is the most diverse legislature ever sitting at the capitol and it highlights our efforts here at Minnesota State and hopefully we'll have great, great partners in our efforts.

I also attended the advocates luncheon we had at St. Paul College. And there again, all of the campuses were represented and eager to advance the legislative agenda that we have. If anybody has any kind of relationship whatsoever, I would hope that all of you feel like you can you can lobby just like anybody else.

Agenda Item 3: Minutes of November 2, 2022

Chair Moe asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Tefer made the motion and Trustee Nishimura provided a second. A roll call vote was conducted, and the minutes were approved unanimously.

Agenda Item 4: FY2023 Board Operating Budget Update

Chair Moe invited Executive Director Campbell to provide an overview of FY2023 Board Operating Budget Update. The meeting materials for this item begin on page 6.

This being an informational item, there was no vote taken.

Agenda Item 5: Board Assessment Proposal

Chair Moe again invited Executive Director Campbell to provide an overview of the Board Assessment Proposal. The meeting materials for this item begin on page 7.

This being an informational item, there was no vote taken.

Agenda Item 6: Grassroots Advocacy Update

Chair Moe invited Melissa Fahning, Director of Communications for Government Relations, to provide an overview of legislative advocacy efforts in support of Minnesota State's biennial and capital budget requests during the 2023 Legislative Session. The meeting materials for this item begin on page 9.

This being an informational item, there was no vote taken.

Adjournment

Chair Moe adjourned the meeting at 8:58 a.m.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Executive Committee

DATE: May 3, 2023

TITLE: FY2024 New President Orientation and Onboarding Pilot

Proposed New Policy or
Amendment to Existing Policy

Approvals Required by
Policy

Other Approvals

Monitoring/Compliance

Information

PRESENTERS

Devinder Malhotra, Chancellor
Jaime Simonsen, Chief of Staff

PURPOSE

The committee will receive an update on a pilot program to find ways to support existing and new presidents and to ensure new presidents are set up for success from the outset.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Executive Committee

DATE: May 3, 2023

TITLE: Revised FY2024 board meeting calendar (First Reading)

- Proposed New Policy or Amendment to Existing Policy Approvals Required by Policy Other Approvals
- Monitoring/Compliance Information

PRESENTERS

Kari Campbell, Executive Director

PURPOSE

The revised FY2024 board meeting calendar will be reviewed and approved by the Executive Committee.

BACKGROUND INFORMATION

The FY2023 meeting calendar has been revised with updated information and is included on the next page of materials. The dates for June 2024 board meetings have been adjusted due to the Juneteenth holiday.

RECOMMENDED COMMITTEE MOTION (FIRST READING DRAFT)

The Executive Committee recommends the Board of Trustees approve the revised FY2024 board meeting calendar.

Date Presented to the Executive Committee: 05/03/2024

Date Presented to the Board of Trustees: First reading – no action taken.

Date of Implementation: TBD

FY2024 Board Meeting Dates

The meeting calendar is subject to change. Changes to the calendar will be publicly noticed on the board website. If agendas require less time, the second date will be cancelled for joint Board and Leadership Council meetings and the first date will be cancelled for all other meetings.

MEETINGS	OTHER IMPORTANT DATES
July 18-19, 2023 Board Meeting/Combined meeting Leadership Council	
August 2023 New Trustee Orientation – date TBD pending governor appointments	
September 19-20, 2023 Board Retreat Location: TBD	
October 4, 2023 Executive Committee October 17-18, 2023 Committee / Board Meetings	<i>ACCT Leadership Congress: October 9-12, 2023, Las Vegas</i>
November 1, 2023 Executive Committee November 14-15, 2023 Committee / Board Meetings Combined with Leadership Council	
December 2023 No meetings	

MEETINGS	OTHER IMPORTANT DATES
<p>January 3, 2024 Executive Committee</p> <p>January 23-24, 2024 Committee/Board Meetings Combined meeting with Leadership Council Location: TBD</p>	
<p>February 2024 No meetings</p>	<p><i>ACCT National Legislative Summit</i> February 4-7, 2024, Washington, D.C.</p>
<p>March 6, 2024 Executive Committee</p> <p>March 19-20, 2024 Committee / Board Meetings</p>	<p><i>AGB National Conference on Trusteeship</i> March 27–28, 2024, Boston</p>
<p>April 3, 2024 Executive Committee</p> <p>April 16-17, 2024 Committee / Board Meetings</p>	
<p>May 1, 2024 Executive Committee</p> <p>May 21-22, 2024 Committee / Board Meetings</p>	
<p>June 5, 2024 Executive Committee</p> <p>June 17-18, 2024 Committee / Board Meetings <i>NOTE: this is Monday-Tuesday due to June 19 Juneteenth holiday</i></p>	

National Higher Education Conferences:

AGB is the Association of Governing Boards of Universities and College

ACCT is the Association of Community College Trustees



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Executive Committee

DATE: May 3, 2023

TITLE: Proposed FY2024 Board Operating Budget

- Proposed New Policy or Amendment to Existing Policy
- Approvals Required by Policy
- Other Approvals
- Monitoring/Compliance
- Information

PRESENTERS

Kari Campbell, Executive Director

PURPOSE

The purpose of this topic is to review and approve the proposed board operating budget for FY2024.

BACKGROUND INFORMATION

Board Policy 1A.2, Part 5, Subpart A states: The Executive Committee shall approve the annual operating budget for the board office, subject to the regular budget review and approval procedures of the finance/facilities committee and the board.

FY2023 Budget Status

The FY2023 Board Operating Budget is \$170,000. As of May 1, 2023 the board has spent \$150,000 or 88 percent of its budget.

Recap of FY2023

By the end of the fiscal year, the board will have had 23 meeting days, including joint meetings with the Leadership Council in November 2022 and January 2023. Trustees attended two commencements during December 2022 and will be attending close to 20 commencements during May 2023. The board’s operating budget also supported several annual scholarship events, including Students United 55th anniversary celebration, Nellie Stone Johnson scholarship dinner, and LeadMN gala.

The Board of Trustees is a member of two national higher education organizations: The Association of Community College Trustees (ACCT) and The Association of Governing Boards of Universities and Colleges (AGB). The organizations sponsor annual conferences that are development and networking opportunities for trustees and Board Office staff. This year’s conferences included:

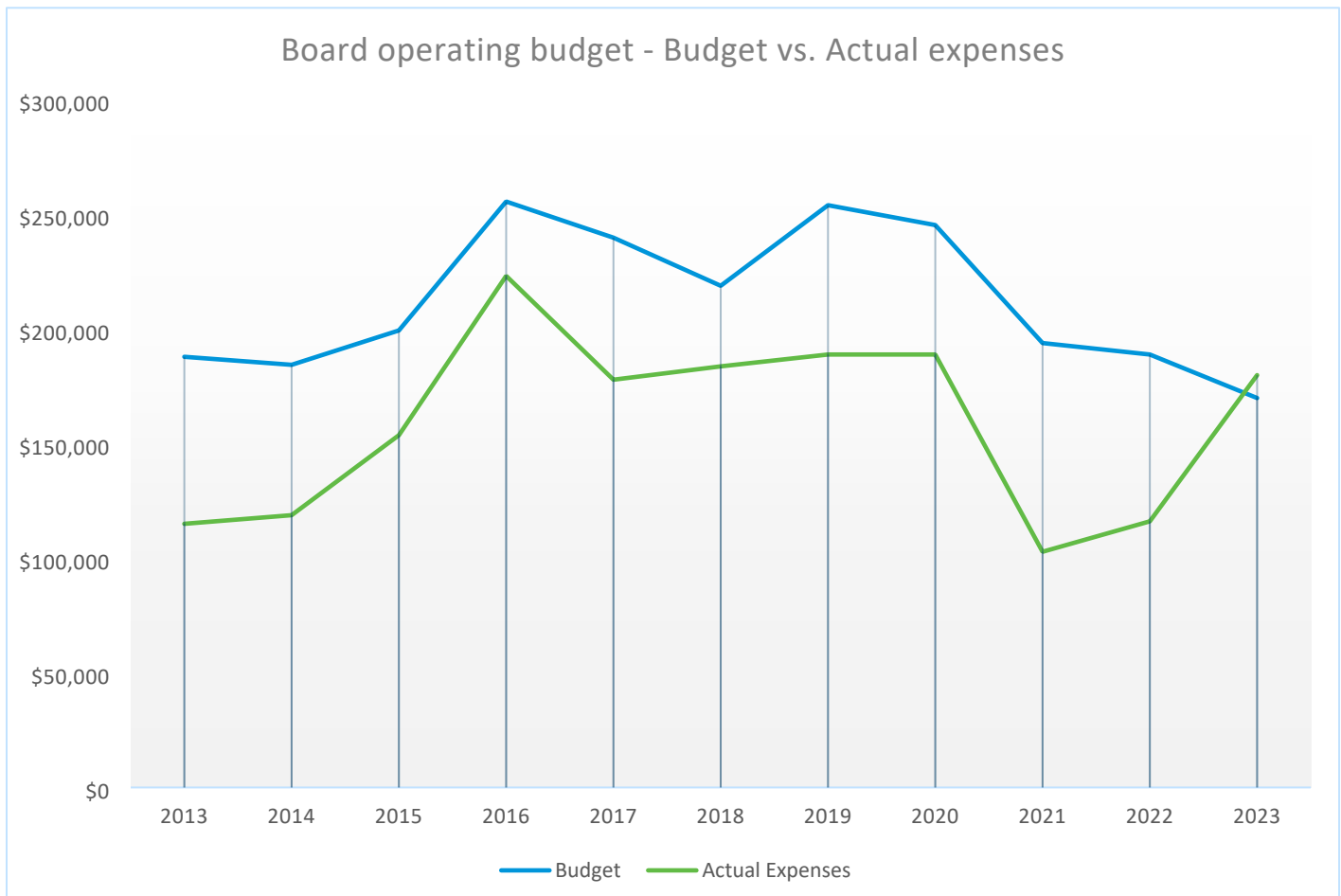
- ACCT Leadership Congress – attended by three trustees; also supported attendance for ACCT Central Regional award winner
- ACCT National Legislative Summit - attended by two trustees
- AGB National Conference on Trusteeship – attended by one trustee

FY 2024 Planning Assumptions

- Joint meetings with the Leadership Council
- Two-day retreat in September at off-site location
- Committee and board meetings in October, November, January, March, April, May, and June
- AGB consultation for board assessment
- Trustee attendance at national conferences:
 - ACCT Leadership Congress in October 2023
 - ACCT National Legislative Summit in February 2024
 - AGB National Conference on Trusteeship in March 2024
- Social events including annual Awards for Excellence reception

History of Board's Operating Budget

The chart below shows the approved operating budget compared to actual expenditures from FY2013 to FY2023.



Proposed FY2024 Board of Trustees Operating Budget

	Approved FY2023 budget	Projected FY2023 year- end expenditures	Proposed FY2024 budget
Per diem reimbursements	\$28,000	\$30,585	\$32,000
Meeting expenses	\$20,000	\$22,912	\$23,000
Consultants	\$15,000	\$13,100	\$30,000
Travel in-state	\$25,000	\$32,378	\$33,000
Trustee development	\$20,000	\$26,398	\$21,000
Memberships	\$26,000	\$24,948	\$26,000
Chair expense account	\$7,750	\$7,750	\$7,750
Board portal	\$18,000	\$21,000	\$23,000
Other supplies & services	\$900	\$470	\$750
Totals	\$160,650	\$179,541	\$196,500

Notes

Meeting expenses - printing, supplies, food, refreshments, room and equipment rental

Consultants - sound engineer during board meetings; other consultants for training, facilitation, etc.

Travel in-state - trustee mileage, meals, lodging, parking

Trustee development - registration and travel to national higher education conferences for trustees

Membership - dues for ACCT and AGB

Chair expense account - board dinners, sponsorship of annual scholarship dinners, floral arrangements, etc.; spent at Chair's discretion

Board portal - OnBoard software subscription

Other supplies & services - misc. supplies and services; includes travel accident insurance policy

RECOMMENDED COMMITTEE MOTION

The Executive Committee approves the FY2024 Board Operating Budget of \$196,500 and refers it to the Finance Committee to be included in the overall FY2024 budget that will be presented to the Board of Trustees for a first reading in May and second reading and approval in June.

Date Presented to the Executive Committee: 05/03/2023