



MINNESOTA STATE
Board of Trustees

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

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Executive Committee
June 7, 2023
8:00 a.m.
Conference Room 3310, 3rd floor

1. Chancellor's Updates
2. Chair's Updates
- 3. Minutes of May 3, 2023**
- 4. Revised FY2024 meeting calendar (Second Reading)**
5. Update on 2023 legislative session
6. Update on system office space planning
7. Board assessment planning

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
May 3, 2023**

A meeting of the Executive Committee of the Board of Trustees was held on May 3, 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, Tim Huebsch

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

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

Chair Moe called the meeting to order at 8:00 a.m.

Chancellor's Updates

Chair Moe, Vice Chair Soule, trustees-

Good morning! I would like to start with a Legislative Update. The Higher Education Conference Committee's first meeting is later this afternoon. Vice Chancellor Maki is prepared to provide testimony on Minnesota State's behalf. We continue to work hard to advocate for our colleges and universities and our students, faculty, and staff and look forward as these historic investments get closer to the finish line.

Regarding Presidential Searches, the Search Advisory Committee has concluded the confidential interviews with candidates for the next president of Fond du Lac Tribal and Community College. I made a commitment from the beginning that this would be a partnership between Minnesota State and the Fond du Lac Tribal College Board of Directors. The next step in the process is to meet with them to review the process and our next proposed steps. Finalists will visit the college campus and the system office the week of May 30th. My thanks to Chair Moe, Vice Chair Soule, and Trustee Janezich for their willingness to assist with these interviews. It is my intent to bring my recommendation to the June Board meeting.

I want to talk about the Chancellor Transition. Well, it has finally dawned on me that there are consequences for my actions. When I said I wanted to retire, you took it seriously and really did search for a new chancellor! This is an exciting time for our system and for the future of Minnesota State and I look forward to an announcement soon of my successor. Thoughts will quickly turn to transition and how to assist the chancellor-designate in their preparation not only over the next three months, but as they embark on their first few months at the helm of this thing called Minnesota State. I have had discussions with my cabinet over the past few months to help me in my own thinking about the transition. In consultation with Chair Moe, I will share with the board a transition plan that will serve as a springboard for conversations with the chancellor-designate.

The transition plan will focus on three primary areas: Background and Information Set; Relationship Cultivation and Management; and Communication. In addition, with the Chair's guidance, we will identify critical areas for consultation (in the short-term) with the chancellor-designate to keep them apprised of issues or operational matters. Just as we aim to customize and personalize the educational experience for our students – we must embrace the same philosophy for the chancellor-designate. I stand ready to work with the chancellor-designate on a smooth transition.

Finally, I am pleased to make an introduction this morning – Shannon Bryant. Shannon is on Day 3 as our new Executive Director for Workforce and Economic Development. So, with the Chair's permission, I would like to ask Shannon to join us.

Chair's Update

Thank you, Chancellor. Since we last met, things have been quite busy. Last week we had the ASA awards banquet, which is always a highlight of the year and recognizes outstanding faculty and support staff. Truly an enjoyable event. I'm newly updated on the Next-Gen project and staff have been diligent in following all of that – I thank them for the time and effort. As we know, this is an enormous undertaking and that things are moving along. I now call on Bernie Omann to provide an update on the legislative matters.

Agenda Item 3: Minutes of January 4, 2023

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

Agenda Item 4: FY2024 New President Orientation an Onboarding Pilot

Chair Moe invited Chancellor Malhotra and Chief of Staff Simonsen to provide an overview of the FY2024 New President Orientation an Onboarding Pilot. The meeting materials for this item begin on page 6.

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

Agenda Item 5: Revised FY2024 meeting calendar (First Reading)

Chair Moe invited Executive Director Campbell to provide an overview of the revised FY2024 meeting calendar. The meeting materials for this item begin on page 7.

This being first reading, there was no vote taken.

Agenda Item 6: Proposed FY2024 Board Operating Budget

Chair Moe again invited Executive Director Campbell to provide an overview of the proposed FY2024 Board Operating Budget. The meeting materials for this item begin on page 10.

Feedback was received from committee members.

Vice Chair Soule made the motion and Trustee Cowles seconded. A roll call vote was conducted. The vote was as follows:

Trustee Cowles	Yes
Trustee Erlandson	Yes
Chair Moe	Yes
Trustee Nishimura	Yes
Trustee Sheran	Yes
Vice Chair Soule	Yes
Trustee Tefer	Yes

The committee voted to approve the recommended motion.

Adjournment

Chair Moe adjourned the meeting at 8:52 a.m.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Executive Committee

DATE: June 7, 2023

TITLE: Revised FY2024 board meeting calendar (Second 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. Since the first reading at the May 3 Executive Committee meeting, the following changes have been made:

- July 2023 joint Board of Trustees/Leadership Council meeting: cancel this meeting due to lower numbers of students and employees in the summer with which to engage.
- September 2023 board retreat: Minnesota North College, Itasca (Grand Rapids) has offered to host.
- October 2023 board meetings: Hennepin Technical College, Brooklyn Park campus has offered to host.
- November 2023 joint Board of Trustees/Leadership Council meeting: Minnesota State University, Mankato has offered to host the joint meeting and South Central College has offered to provide a campus tour.

RECOMMENDED COMMITTEE MOTION

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

Date Presented to the Executive Committee: 06/07/2023

Date Presented to the Board of Trustees: 06/21/2023

Date of Implementation: 06/21/2023

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
<p><u>July 2023</u> <u>No meetings</u> July 18-19, 2023 Board Meeting/Combined meeting Leadership Council</p>	
<p>August 2023 New Trustee Orientation – date TBD pending governor appointments</p>	
<p>September 19-20, 2023 Board Retreat Location: <u>Minnesota North College, Itasca (Grand Rapids)</u>TBD</p>	
<p>October 4, 2023 Executive Committee</p> <p>October 17-18, 2023 Committee / Board Meetings <u>Location: Hennepin Technical College, Brooklyn Park</u></p>	<p>Association of Governing Boards of Universities and College (ACCT) Leadership Congress: October 9-12, 2023, Las Vegas</p>
<p>November 1, 2023 Executive Committee</p> <p>November 14-15, 2023 Committee / Board Meetings Combined with Leadership Council <u>Location: Minnesota State University, Mankato/South Central College</u></p>	

MEETINGS	OTHER IMPORTANT DATES
<p>December 2023 No meetings</p>	
<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>Association of Governing Boards of Universities and College 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>	



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Executive Committee

DATE: June 7, 2023

TITLE: Update on 2023 legislative session

Proposed New Policy or
Amendment to Existing Policy

Approvals Required by
Policy

Other Approvals

Monitoring/Compliance

Information

PRESENTERS

Bernie Omman, Special Assistant to the Chancellor/Government Relations

PURPOSE

The committee will receive an update on the 2023 legislative session which concluded on May 22 including a summary of legislation that passed with impact on Minnesota State.

BACKGROUND INFORMATION

The 2023 legislative session came to a close at approximately 10 p.m. on Monday, May 22, after passing legislative for all areas of state government, including higher education, bonding, and a tax bill. The focus this session was largely on setting the state's two-year budget for the 2024-2025 biennium. Minnesota Management and Budget was projecting a \$17.6 billion budget surplus, which DFL leadership in both chambers and Gov. Walz used to build a \$72 billion state budget.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Executive Committee

DATE: June 7, 2023

TITLE: Update on system office space planning

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

PRESENTERS

Brian Yolitz, Associate Vice Chancellor for Facilities

PURPOSE

The committee will receive an update on efforts to outline strategies and major steps for securing space for Minnesota State system office functions prior to the conclusion of the current lease at Wells Fargo Place in July 2024.

BACKGROUND INFORMATION

The Minnesota State system office has been located and housed at Wells Fargo Place (WFP) in some capacity since 1998. In 2005, Minnesota State entered into the current WFP Lease. Initially, the lease was for approximately 103,000 square feet spread across six floors and was amended in 2012 to give back approximately 14,000 square feet (one (1) floor) and extend the term of the lease through July 31, 2022. The current footprint of the premises is 89,000 square feet.

The Board of Trustees approved a two-year lease extension in January 2022 which extended the lease through July 31, 2024. This short-term extension was intended to provide time to assess and outline how the system office workforce posture will look in the future and how best to configure and equip physical spaces, including size and configuration, to allow the workforce to most effectively lead and serve the colleges and universities of Minnesota State. This extension will also provide adequate time to pursue and secure long-term space in either WFP or a comparable location.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Executive Committee

DATE: June 7, 2023

TITLE: FY2024 board assessment

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

PRESENTERS

Kari Campbell, Executive Director

PURPOSE

The committee will review plans for FY2024 board assessment with assistance from Association of Governing Bodies (AGB) Consulting. The Executive Committee is asked to offer feedback and provide guidance on whether assessment representatives are desired.

BACKGROUND INFORMATION

The Executive Committee is charged with evaluating the effectiveness of the board annually as detailed in [Board Policy 1A.2 Board of Trustees Part 5., Subpart A](#) and the committee [charter](#). At the November 2022 committee meeting, the committee reviewed its FY2023 workplan and agreed to forego an annual board assessment in FY2023 and plan an assessment in FY2024 that provides a process that identifies areas for improvement and a clear plan to address the findings.

At the January 2023 Executive Committee meeting, the committee reviewed options for board assessment services offered by the Association of Governing Bodies (AGB). During this meeting, the committee expressed support for the premium assessment option. During its May 2023 meeting, the Executive Committee approved the FY2024 board operating budget which included funds for a premium assessment utilizing AGB Consulting.

AGB's premium board assessment is designed to assist boards in improving their performance and effectiveness through a process of self-assessment, discussion of issues, and goal setting. AGB Consulting will lead this effort in collaboration with the board's executive director, board chair, chancellor/chancellor-designate, and potentially one or two board nominated assessment representatives. This assessment will focus on major areas of the board's work, including mission and strategy; leadership; quality of board development programs; board structure; board culture; and trustee engagement and satisfaction. Additionally, board assessment can help prepare for and navigate inflection points, so the timing for this in-depth assessment is beneficial considering the upcoming chancellor transition.

The scope of work and deliverables include:

- Comprehensive 50-75 question electronic survey tailored to our needs, administered to all trustees and system leadership (up to thirty-five recipients)
- One-on-one interviews with all trustees
- Review of key governance documents
- Final report on observations and recommendations
- Workshop with the board to review/discuss assessment results and recommended actions

Activities related to this assessment will tentatively take place as follows:

June 2023	<ul style="list-style-type: none">• Review of governance documents• Determine assessment representatives
July 2023	<ul style="list-style-type: none">• Finalize survey questions and list of recipients
August 2023	<ul style="list-style-type: none">• Launch survey for 2-week timeframe• Conduct one-on-one interviews with trustees• Provide draft report of results, observations and recommendations
September 2023	<ul style="list-style-type: none">• Provide final report of results, observations and recommendations• Facilitate workshop with board around assessment results