

MINNESOTA STATE COLLEGES AND UNIVERSITIES

BOARD OF TRUSTEES MEETING MINUTES

MAY 18, 2011

WELLS FARGO PLACE

ST. PAUL, MN

Trustees Present: Chair Scott Thiss, Duane Benson, Cheryl Dickson, Jacob Englund, Christopher Frederick, Clarence Hightower, Philip Krinkie, Alfredo Oliveira, David Paskach, Thomas Renier, Christine Rice, Dan McElroy, James Van Houten and Michael Vekich

Trustees Absent: Louise Sundin

1. Call to Order

Chair Scott Thiss called the meeting to order at 1:10 p.m. and reported that a quorum was present. Trustee Jacob Englund led the assembly in the Pledge of Allegiance.

2. Chair's Report

a. Minutes of Board of Trustees Meeting of April 20, 2011

The minutes of the Board of Trustees meeting of April 20, 2011, were approved as written.

b. Report of the Executive Committee Meeting of May 4, 2011

Chair Thiss reported that the Executive Committee met on May 4, 2011.

The committee received the third quarter FY11 Board Operating Budget report and approved a proposed budget for FY12 of \$212,500, which is the same as the current year's budget. The Board's budget will be included in the system's overall budget which will be presented for approval in June. The committee also discussed the Board's FY12 meeting calendar. The calendar will be presented for approval at the Annual Board of Trustees meeting in June.

c. Transition Update

Vice Chancellor Olson gave a brief update on the Chancellor-designate transition. Chancellor McCormick and Chancellor-designate Rosenstone have been meeting biweekly. Chancellor-designate Rosenstone also has met with each Trustee and has visited several campuses. Chancellor McCormick has traveled with Chancellor-designate Rosenstone to meet with other Minnesota leaders and constituents. The installation of Dr. Rosenstone is being planned for October.

d. Chair's Celebration of Innovation

Chair Thiss stated that innovation at the campuses happens every day and he thought that there should be recognition and celebration of innovation within the system. Proposals for an Innovation Award were received from thirteen campuses.

Chair Thiss congratulated Minneapolis Community and Technical College, Minnesota State University, Moorhead, and the Northeast Higher Education District. He stated that each proposal was a winner and that he would visit each campus to celebrate their unique innovations.

3. Consent Agenda

(1) Minnesota State University Moorhead Property Surplus Declaration

(2) Board Committee Goals:

- **Three-year Baccalaureate**
- **12-Month Academic Calendar**

(3) Board Committee Goal:

- **Developmental Education**

Chair Thiss withdrew Consent Agenda item 2, Board Committee Goals: Three-year Baccalaureate, and the 12-Month Academic Calendar which would be addressed at the report of the Academic and Student Affairs Committee.

General Counsel Olson stated that the Academic and Student Affairs Committee accepted Consent Agenda item 3, Board Committee Goal: Developmental Education at the Committee meeting.

Chair Thiss called the question and Consent Agenda items 1 and 3 carried.

4. Board Policy Decisions

(1) Proposed Amendment to Board Policy 5.12 Tuition and Fee Due Dates, Refunds, Withdrawals and Waivers (Second Reading)

Trustee Dan McElroy moved that the Board of Trustees approves the changes in Board Policy 5.12 as noted in Attachment A of the Finance and Facilities meeting materials. Chair Thiss called the question and the motion carried.

(2) Proposed Amendment to Board Policy 3.22 Course Syllabi (Second Reading)

Trustee Christine Rice moved that the Board of Trustees approves the amendment to Policy 3.22 Course Syllabi. Chair Thiss called the question and the motion carried.

5. Board Standing Committee Reports

a. Finance and Facilities Committee

Dan McElroy, Chair

- (1) Finance and Facilities Update Including Results of FY2011 Committee Goals
Committee Chair McElroy reported that the committee heard an update from Vice Chancellor King on the activities of the Finance and Facilities division including a report of the committee's FY2011 goals.

- (2) Revenue Fund Sale - Normandale Community College Parking Ramp
(First Reading)

Committee Chair McElroy reported that the committee heard a first reading of the Revenue Fund Sale - Normandale Community College Parking Ramp. This will be a second reading at the June meeting.

b. Advancement Committee

Cheryl Dickson, Chair

- (1) Advancement Update

Committee Chair Dickson reported that the committee heard updates from Director Mary Davenport, Associate Vice Chancellor Linda Kohl and Executive Director Maria McLemore on the Government Relations, Public Affairs and the System and Foundation Relations divisions, respectively.

- (2) State and Federal Legislative Update

Committee Chair Dickson reported that the committee heard updates on the state and federal legislative session. Budget discussion for FY2012 continues to on-going. It remains questionable whether the federal budget will be completed by the end of the current fiscal year.

- (3) Website Redesign

Committee Chair Dickson reported that the committee saw a preview of the Website Redesign. The public website from 1996 to the present had several changes in design and philosophy. Over the past year, 1.3 million visitors have been to the website from countries throughout the world. The new site will have a more clear and simple design focusing on the students.

c. Audit Committee

James Van Houten, Chair

- (1) Review Results of Annual Student Financial Aid Audit

Committee Chair James Van Houten reported that the committee heard a report of the Annual Student Financial Aid Audit. The report contained four isolated compliance findings related to certain federal financial aid regulations.

- (2) Audit Planning Related to Systemwide Risk Assessment

Committee Chair Van Houten reported that the committee heard a report on the Audit Planning Related to Systemwide Risk Assessment. The committee will present their fiscal year 2012 plan at the June meeting.

d. Academic and Student Affairs Committee

Christine Rice, Chair

(1) Academic and Student Affairs Update

Committee Chair Rice reported that the committee heard an update from Interim Vice Chancellor Scott Olson on the activities of the Academic and Student Affairs division.

e. Technology Committee – Board Room

David Paskach, Chair

(1) Information Technology Update

Committee Chair David Paskach reported that the committee heard an update from Vice Chancellor Darrel Huish on the Information Technology division.

(2) Report on ITS Annual Conference

Committee Chair Paskach reported that the committee heard a report on the Information Technology Services (ITS) Annual Conference that was held on April 21-22, 2011. The conference provided technical staff with an opportunity to learn of emerging technology and changes in best practices.

(3) Students First Report

Committee Chair Paskach reported that the committee heard a Students First Report. The report provided information on the Students First project waitlist through email communication. The waitlist has enabled the institutions to become more efficient at managing courses and to improve management practices.

(4) Service Delivery Strategy

Committee Chair Paskach reported that the committee heard a report on Service Delivery Strategy. The report was carried over from the April meeting for additional review and discussion.

f. Human Resources Committee

Clarence Hightower, Chair

(1) Human Resources Update

Committee Chair Clarence Hightower reported that the committee heard an update from Vice Chancellor Lori Lamb on the Human Resources division.

(2) Chancellor's Evaluation Timeline

Committee Chair Hightower reported that the committee reviewed the timeline for the Chancellor's Evaluation. The Board of Trustees will meet with the Chancellor on June 8, 2011. A summary of the Chancellor's evaluation will be provided at the June meeting.

- (3) Proposed Amendments to Board Policy 4.8 – Emeritus Status (First Reading)
Committee Chair McElroy reported that the committee heard a first reading of the Proposed Amendments to Board Policy 4.8 – Emeritus Status. This will be a second reading at the June meeting.

6. Joint Council of Student Associations

- a. Minnesota State College Student Association (MSCSA)
No representative addressed the Board.

- b. Minnesota State University Student Association (MSUSA)
No representative addressed the Board.

7. Minnesota State Colleges and Universities' Bargaining Units

- a. American Federation of State, County and Municipal Employees
No representative addressed the Board.

- b. Administrative and Service Faculty
Ms. Barbara Oertel, President, addressed the Board of Trustees.

- c. Inter Faculty Organization
Dr. Jan Loft, Southwest Minnesota State University Faculty Association and Dr. Bruce Svingen, Winona State University Faculty Association, addressed the Board of Trustees.

8. Trustees' Reports

Trustee Dickson reported that she participated in Saint Paul College's Commencement. Trustee Frederick reported that he participated in commencements at Minnesota State College - Southeast Technical in Red Wing and South Central College. Chair Thiss participated in commencements at Itasca Community College, Minnesota State University, Mankato and Riverland Community College. Trustee Krinkie participated in Winona State University's commencement ceremony.

Trustee Benson reported that he attended a Connecting with Campus visit to St. Cloud State University. Trustee Van Houten reported that he and Trustee Vekich attended a Connecting with Campus visit to Hennepin Technical College.

9. Chancellor's Comments

Chancellor McCormick recognized and welcomed the constituents, faculty and staff to the meeting. Chancellor McCormick remarked that he will miss the Board meetings and the opportunity to hear the good things happening within the system.

Chancellor McCormick stated that his goals are winding down in all six areas with some target dates of completion in June. Chancellor commented that he is pleased with the Students First report given by Vice Chancellor Huish. He recognized President John O'Brien for launching and initially shaping the initiative.

Chancellor McCormick concluded that he appreciates the Trustees and thanked them for their time and talent they offer to the system and the citizens of Minnesota. Chancellor McCormick will offer his reflections on the past ten years at his final meeting in July.

10. Requests by Individuals to Address the Board

There were no requests to address the Board.

11. Other Business

Chair Thiss announced the next meetings of the Board are the Executive Committee on June 8, a Closed Session of the Board on the Chancellor's Evaluation also on June 8, a special meeting of the Finance and Facilities Committee on June 15, and the committee meetings and annual Board meeting on June 21 and 22, 2011. At the annual meeting, the Board will elect officers and approve the FY12 meeting calendar.

12. Adjournment

Chair Thiss adjourned the meeting at 2:35 p.m.

Ingeborg K. Chapin
Secretary to the Board