

Minnesota State Colleges and Universities

Board of Trustees

Bemidji State University

November 20, 2019

Present: Chair Jay Cowles, Vice Chair Roger Moe, and Trustees AbdulRahmane Abdul-Aziz, Ashlyn Anderson, Alex Cirillo, Dawn Erlandson, Bob Hoffman, Jerry Janezich, April Nishimura, Rudy Rodriguez, George Soule, Louise Sundin, Cheryl Tefer, Michael Vekich, and Chancellor Devinder Malhotra

Absent: Trustee Samson Williams

Convene and Call to Order

Chair Jay Cowles called the meeting to order at 2:35 pm. Trustees Abdul-Aziz, Nishimura, Rodriguez, and Vekich participated in the meeting by telephone.

Chair's Report, Jay Cowles

Chair Cowles thanked President Hensrud and everyone at Bemidji State University and Northwest Technical College for hosting the board meetings. He commented that the trustees have discovered a vital and vibrant community offering a wide range of programmatic offerings. The trustees also learned of the unique programs at each institution, and enjoyed the opportunity to engage with the many students, faculty, and administrators on those campuses. Bemidji State University and Northwest Technical College also have a strong level of partnerships with various businesses and foundations throughout the region. Chair Cowles invited President Hensrud to make a few comments.

President Hensrud made the following comments.

Board of Trustees and Chancellor Malhotra it has indeed been an honor for Bemidji State University and Northwest Technical College to host the Board of Trustees for your November meeting here in Bemidji. For the past two days, we hope that we have shared with you some information on our partnerships and provided opportunities for you to engage with our students, faculty, and staff, while showcasing programs and our facilities. Our staff and faculty at both institutions are very proud of the work that they do and they are passionate about serving students and have worked very hard to demonstrate that to you. Thank you for coming to Bemidji.

Chair Cowles thanked President Hensrud again for hosting the board meeting. He asked her to thank everyone at the college and the university who worked to make the meetings a success.

Association of Community College Trustees Annual Congress

Chair Cowles announced that he and Trustees Anderson, Erlandson, Nishimura, Tefer, Williams, and Chancellor Malhotra attended the Association of Community College Trustees Annual Congress in October. They served as a host committee when Trustee Dawn Erlandson became

the chair of the Board of Directors of the Association of Community College Trustees. The board and chancellor are honored that Trustee Erlandson is representing Minnesota State in this national higher education organization. Congratulations were offered to Trustee Erlandson.

Chancellor's Report, Devinder Malhotra

Chancellor Malhotra made the following comments.

Chair Cowles, Vice Chair Moe, members of the board, I would like to echo Chair Cowles sentiments and begin my remarks by thanking President Hensrud and the Bemidji State University and Northwest Technical College students, faculty, and staff for an amazing two days. You have showcased what it truly means to be a place of higher education in that you are not only in your community, you are also for the community. And indeed, over the last two days, it has been evident to me that the Bemidji State University and Northwest Technical College are accelerating their pace of progress so much that in a couple months they will indeed be able to walk on water.

As I shared yesterday during the Outreach and Engagement Committee meeting, I was joined by Trustee Moe, President Hensrud, and Chief of Staff Simonsen when we met with the chairman and elected officials of Leech Lake Band of Ojibway. The connection between the work we do and the communities we serve was amplified during the opening yesterday morning at the American Indian Resource Center and again in our discussions with the tribal college presidents. During our discussion with the tribal college presidents, opportunities were identified to deepen and enhance our partnership with tribal colleges and native communities. I view these identified opportunities as commitments that we need to meet head on if we are to truly live into our mission of being a partner of choice for the state of Minnesota.

FY2020 Chancellor and System Office Workplan

Trustees, at your place is the FY2020 Chancellor and System Office Workplan. This document was developed over the past few months seeking input and feedback from trustees, presidents, and the Cabinet. This version has been updated since the initial September draft reflecting feedback from the Chancellor Performance Review Committee. I have been intentional in naming this document the Chancellor and System Office Workplan. The activities listed in this document are where I am directly involved from a strategic perspective. However, it should be noted, that the document does not reflect the totality of the system office work. There are numerous activities that are operational in nature and are directly related to our work in providing leadership and oversight and direct support of our colleges and universities which is not reflected in this document. As the year progresses, I will share updates with the Chancellor Performance Review Committee.

Equity 2030

I have had the opportunity over the past few months to engage with leaders across the system to share my vision of Equity 2030 and to listen to their ideas and feedback. I want to thank all three faculty unions for inviting me to their venues and providing me with an

opportunity to engage in a dialog about this work. As I have discussed before, Equity 2030, in different venues, the question that I receive most frequently is, to take a line from Trustee Hoffman, “What on Monday at 9:00 am is going to change?” As I’ve shared before, the equity gaps that we are focusing on have not changed in nearly two decades. I hear the urgency from the board, from our internal and external stakeholders. If we are to do this work right and meet the challenge head-on, we must focus on the foundational work first.

One of the first efforts we have focused on is to augment capacity around this work by identification and selection of the chancellor’s fellows. These individuals will be critical to developing the foundation for the frameworks that will be the underpinnings of our work. I want to thank all those who applied or submitted nominations for chancellor’s fellows. In total, we received 28 applications from our colleges, universities, and the system office. Eleven were selected for initial interviews and of those, six names were forwarded to me. I met with these individuals last week and I greatly enjoyed our discussions and conversations. When we launched this process, it was my intent to bring three fellows on board, however, during the course of our discussions I have made the decision to name four fellows. Based on my discussions, I saw the opportunity to have two individuals work together on the academic equity strategy that brings with them classroom experience from both college and the university sector. By working together and building on their strengths we can be sure we are building models and tools that will provide support to all our faculty as they engage in this work. Offers have been made to four individuals and I look forward to announcing the fellows in the coming weeks once all the logistics have been worked through. I look forward to working with them and when they come on board in January and will be delighted to present them to you at a future board meeting.

NextGen

Now, moving on to NextGen, I have two brief updates to share with the board. November 5 marks the beginning of the first set of four weeks long vendor demonstrations as part of the NextGen RFP evaluation process. Over 50 evaluators from campuses and the system office have been organized to view and provide feedback on specific modules that are part of the ERP solutions that are under consideration by Minnesota State. The demonstrations are being held in St. Paul at the system office with remote participation being available on an as needed basis. Vice Chancellor Padilla expressed his appreciation to me of the energy and thoroughness of staff engagement that he witnessed from the evaluators over the course of the week. These are indeed exciting times. The system office is definitely a buzz of activity. The demonstrations will continue through to December when the last presentations will be made. I would be remiss if I would also not appreciate the vendors who are participating as they are putting a great deal of effort in showcasing their product and their capability. In consultation with the Attorney General’s Office we determined that we needed a law firm with specific experience in software as a service contract. The Attorney General’s office has hired the Minneapolis law firm of Dorsey and Whitney to assist us in the NextGen contracting process. They will provide assistance with the vendor evaluation process and in negotiating with the selected vendor or vendors. Dorsey and Whitney is also expected to

counsel us during the performance phase of the contract implementation. As we have discussed, NextGen is the largest technological and change management effort we have engaged in since the system began. I am pleased to have the expertise of Dorsey and Whitney with us through this process.

It will be some time until we all will be gathered again together and I would like to extend my wishes for a productive end of the semester to our students, faculty, and staff and may everyone find time to celebrate with family and friends over the holidays ahead.

Chair Cowles, Vice Chair Moe that concludes my remarks.

Chair Cowles commented that he appreciated the work that goes on between the board meetings. He congratulated and thanked the chancellor for his report.

Consent Agenda

1. *Minutes of Joint Meeting: Board of Trustees and the Leadership Council, July 23, 2019*
2. *Notes from the Board of Trustees Retreat, September 17-18, 2019*
3. *Minutes of the Executive Committee Meeting, October 2, 2019*
4. *Minutes of the Board of Trustees Meeting, October 15, 2019*
5. *Approval of 2019-2021 Inter Faculty Organization Bargaining Contract*
6. *Approval of 2019-2021 Minnesota State University Association of Administrative and Service Faculty Bargaining Contract*
7. *Approval of 2019-2021 Minnesota State Colleges and Universities Personnel Plan for Administrators*
8. *Contracts Exceeding \$1 Million:*
 - a. *Bookstore Lease, Bemidji State University and Northwest Technical College*
 - b. *Food Service Agreement Extensions: Bemidji State University, Minnesota State University, Mankato, Minnesota State University Moorhead, and St. Cloud State University*
 - c. *Lease Amendment, 1380 Energy Park, Metropolitan State University*
9. *Supplemental Budget Request - \$54.2 million request*
10. *Approval of Mission Statement: Ridgewater College*
11. *Approval of Mission Statement: South Central College*
12. *FY2019 and FY2018 Audited Financial Statements and Student Financial Aid Audit*
13. *Internal Auditing Services: Authorization to Negotiate Baker Tilly Virchow Krause, LLP Contract Extension*
14. *External Auditing Services: Authorization to Negotiate CliftonLarsonAllen, LLP Contract Extension*

Following a motion by Trustee Hoffman and a second by Trustee Cirillo, the Consent Agenda was adopted.

Board Policy Decisions

- **Proposed Amendment to Policy 5.14, Contracts and Procurements (Second Reading)**

Chair Cowles explained that the Finance Committee had a second reading of the proposed amendments to Policy 5.14 Contracts and Procurements. The committee approved the amendments and has forwarded it for board approval. It brings the procurement process up to date and it create a process and intention to increase minority and women-owned businesses to become vendors. A motion from a committee does not need a second.

Chair Cowles called the question and it was approved.

Board Standing Committee Reports

Human Resources Committee, George Soule Vice Chair

- **Appointment of President of Fond du Lac Tribal & Community College**

Committee Vice Chair Soule read the following motion that was recommended for approval by the Human Resources Committee.

The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints Stephanie Hammitt as President of Fond du Lac Tribal and Community College effective July 1, 2020, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the board and chair of the Human Resources Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Minnesota State Colleges and Universities Personnel Plan for Administrators.

The motion carried unanimously.

Chair Cowles invited Interim President Hammitt to make some comments. Interim President Hammitt thanked the board, the chancellor, and tribal parties for their support. She commented that the process has been both humbling and gratifying. Humbling because this is not about her; it is about the staff, faculty, and students at Fond du Lac Tribal and Community College. Gratifying because it has been rare in the past that the chancellor and the board have sought out the input of the Fond du Lac Band's Tribal government as well as the Tribal College Board of Directors. This is an example of the commitment to the Memorandum of Understanding, and it has shown the strength and value of the partnership.

Interim President Hammitt added that Fond du Lac is a unique institution and sometimes things are done differently but that difference is the college's strength. The college's mission statement promises a post-secondary education to honor the past for those living in the present and those dreaming of the future. These are important to remember as they honor Jack Brigg's legacy, build off of Larry Anderson's work and now continue to move the college forward. Interim President Hammitt concluded that she is honored and proud to be named the

first female president of Fond du Lac Tribal and Community College. She thanked her husband, family, and the members of the staff and faculty that are present today.

Chair Cowles called on Roxanne DeLille, Dean of Indigenous & Academic Affairs, Fond du Lac Tribal and Community College, for a special presentation. Dr. DeLille presented Interim President Hammitt with an eagle feather symbolizing the special characteristics and humility exemplified by Interim President Hammitt.

Outreach and Engagement Committee, Dawn Erlandson, Chair

- Presentation by Minnesota Tribal College Presidents
Committee Chair Erlandson reported that Interim President Stephanie Hammitt, Fond du Lac Tribal and Community College, President Raymond Burns, Leech Lake Tribal College, President Lorna LaGue, White Earth Tribal and Community College, and President Dan King, Red Lake Nation College provided information on their college's enrollments and programs, funding issues, and collaboration. There was a discussion on serving the 35,000 Native Americans who live in the Twin Cities, and work towards a transfer agreement with the entire Minnesota State system similar to the one that currently exists with Bemidji State University. Chancellor Malhotra is in the process of visiting with all tribal nations in Minnesota to discuss collaboration opportunities.

Finance Committee, Roger Moe, Chair

- Report of the Committee
Committee Chair Moe reported that the board approved three contracts exceeding \$1 million dollars and the supplemental budget request on the Consent Agenda. The board also approved the proposed amendment to Policy 5.14 Contracts and Procurements on the Board Policy Decisions. In addition, the committee heard an update from Interim Vice Chancellor Bill Maki on a number of financial issues including a discussion on the \$54.2 million dollar supplemental budget request. Matthew Snyder, a student at Northwest Technical College and Brent Jeffers, President, Inter Faculty Organization, testified on the supplemental budget request at the meeting.

Academic and Student Affairs Committee, Alex Cirillo, Chair

Committee Chair Cirillo reported that the board approved the mission statements of Ridgewater College and South Central College on the Consent Agenda. The committee heard three proposed amendments to the policies listed below. They will be presented as second readings and for approval at the January meeting.

1. Proposed Amendment to Policy 3.27 Copyrights (First Reading)
2. Proposed New Policy 3.43 Accreditation (First Reading)
3. Proposed Amendment to Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration (First Reading)

Committee Chair Cirillo thanked Senior Vice Chancellor Ron Anderson, Senior System Director for Education Innovations Kim Lynch, Innovation Program Coordinator Stephen Kelly, Senior

System Director for Workforce Development Mary Rothchild, and Interim President Michael Berndt, and President Robbyn Wacker for their presentation that taught us that success and innovation is basically around process.

Audit Committee, George Soule, Chair

Committee Chair Soule reported that the committee discussed and approved the FY2019 and FY2018 Audited Financial Statements and the Student Financial Aid Audit and they were approved on the board's Consent Agenda. Also on the Consent Agenda were authorizations for Internal Audit to negotiate contract extensions with Baker Tilly Virchow Krause, LLP and CliftonLarsonAllen, LLP.

Committee Chair Soule reported that the proposed amendment to Policy 1D.1 was presented as a first reading. It was thoroughly vetted according to procedures and it appears to be uncontroversial, so the committee proposes to adopt it by suspending the rules.

- **Proposed Amendment to Policy 1D.1 Office of Internal Auditing (First Reading)**
Chair Cowles called for a motion and a second to suspend the rules in accordance with Policy 1A.1, Part 6, Subpart D to consider action on an item not marked for action. The motion to suspend the rules was made by Committee Chair Soule, seconded by Trustee Hoffman and carried unanimously.

Chair Cowles called for a motion to approve the proposed amendment to Policy 1D.1 Office of Internal Auditing. The motion was made by Committee Chair Soule, seconded by Trustee Cirillo and approved unanimously.

Closed Session: Joint Meeting of the Audit and Finance Committees, George Soule and Roger Moe, Co-chairs

Co-chair Soule reported that in a closed session the Audit and Finance Committees received a briefing on Information security including audit results.

1. Information Security Briefing
2. Information Security Audit Results

Closed Session: Human Resources Committee, George Soule, Vice Chair

- Update on Labor Negotiations Strategy
Committee Vice Chair Soule reported that in a closed meeting the Human Resources Committee received an update on labor negotiations strategy from Vice Chancellor Eric Davis and Senior System Director for Labor Negotiations Chris Dale.

Human Resources Committee, George Soule, Vice Chair

- Report of the Committee
Committee Vice Chair Soule reported that the committee approved the Inter Faculty Organization's and the Minnesota State University Association of Administrative and

Service Faculty's Bargaining Contract, and the Minnesota State Colleges and Universities Personnel Plan for Administrators. These items were approved earlier on the Consent Agenda. It is anticipated that the Minnesota State College Faculty Bargaining Contract will be presented at the next meeting of the Human Resources Committee in January,

Joint Meeting of the Audit and Human Resources Committees, George Soule, Vice Chair

- Human Resources Transactional Service Model (HR-TSM) Update
Committee Vice Chair Soule reported that the committee heard a condensed presentation on the Human Resources Transactional Services Model.

Diversity, Equity, and Inclusion Committees, George Soule Vice Chair

Committee Vice Chair Soule reported that the committee received an overview of the Strategic Plan from the Office of Equity and Inclusion and heard an update on the Campus Climate Project. The committee engaged in a good discussion on both topics.

1. Review: Office of Equity and Inclusion Strategic Plan
2. Campus Climate Project Update

Student Association

Students United

Campus Coordinator Jonathan McNicholes, Bemidji State University, addressed the Board of Trustees.

Minnesota State Colleges and Universities Bargaining Units

1. Inter Faculty Organization
President Brent Jeffers addressed the Board of Trustees.
2. Minnesota State University Association of Administrative and Service Faculty
Vice President Zak Johnson addressed the Board of Trustees.
3. Minnesota State College Faculty
President Matt Williams addressed the Board of Trustees.

Trustee Reports

Trustee Erlandson thanked the trustees and the chancellor who were present when she became the chair of the ACCT Board of Directors. Her focus as chair of the ACCT Board of Directors is student success.

Adjournment

Chair Cowles thanked President Hensrud for hosting the meeting in Bemidji, noting that everything went very well and the meetings were a success.

Chair Cowles wished everyone a wonderful holiday season. The meeting adjourned at 3:55 pm.