



## Meeting Minutes October 17-18, 2023

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**Outreach and Engagement Committee  
Meeting Minutes  
Oct. 17, 2023**

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A meeting of the Outreach and Engagement Committee of the Board of Trustees was held on October 17, 2023, in Hennepin Room G120 at Hennepin Technical College, Brooklyn Park.

Committee members present: Dawn Erlandson, Chair; Jerry Janezich, Vice Chair; Jim Grabowska, Idman Ibrahim, Christopher Richter, and Cheryl Tefer.

Committee members absent: Alex Cirillo

Other board members present: Micah Coatie, Jay Cowles, Tim Huebsch, Roger Moe, April Nishimura, Kathy Sheran, and George Soule.

Staff present: Scott Olson, Chancellor; Noelle Hawton, Chief Marketing and Communications Officer.

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Erlandson called the meeting to order at 10:05 a.m.

**Agenda Item 1: Approval of the Meeting Minutes for May 16, 2023**

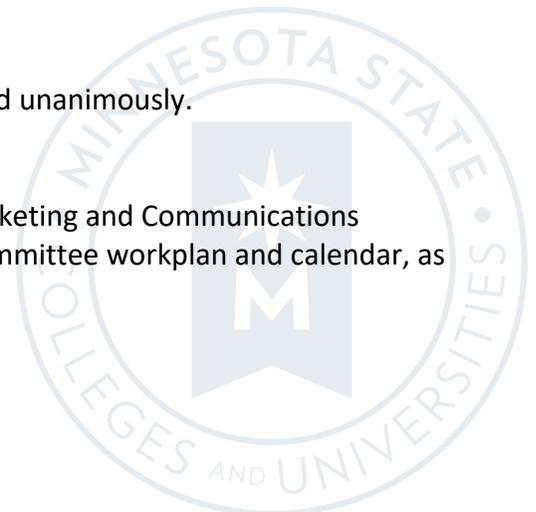
Committee Chair Erlandson asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Janezich made the motion and Trustee Tefer provided a second.

A roll call vote was conducted and the minutes were approved unanimously.

**Agenda Item 2: FY2024 Committee Workplan**

Committee Chair Erlandson invited Noelle Hawton, Chief Marketing and Communications Officer, to present the FY2024 Outreach and Engagement Committee workplan and calendar, as detailed in the meeting materials.

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



**Agenda Item 3: Promoting the North Star Promise**

Committee Chair Erlandson invited Noelle Hawton, Chief Marketing and Communications Officer, to present on Minnesota State's promotion of the North Star Promise and efforts to engage with prospective students and their influencers about the overall affordability of Minnesota State colleges and universities, as detailed in the meeting materials.

Committee Chair Erlandson invited Sharon Pierce, President, Minneapolis College, to present on the college's efforts to provide critical personal, academic, and basic-needs support services to students to help them persist and graduate, as detailed in the meeting materials.

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

**Adjournment**

The committee chair adjourned the meeting at 11:01 a.m.



**Diversity, Equity and Inclusion Committee**  
**Meeting Minutes**  
**October 17, 2023**

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A meeting of the Diversity, Equity and Inclusion Committee of the Board of Trustees was held on October 17, 2023.

Committee members present: George Soule, Chair; Jim Grabowska, Idman Ibrahim, April Nishimura, Christopher Richter and Kathy Sheran

Diversity, Equity and Inclusion Committee members absent: Javier Morillo, Vice Chair

Other board members present: Alex Cirillo, Micah Coatie, Dawn Erlandson, Tim Huebsch, Jerry Janezich, Roger Moe, and Cheryl Tefer

Staff present: Devinder Malhotra, Chancellor; Andriel Dees, Vice Chancellor for Equity and Inclusion

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Soule called the meeting to order at 11:09 a.m.

**Agenda Items 1: Approval of the Meeting Minutes of June 20, 2023**

Committee Chair Soule asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Grabowska made the motion and Trustee Richter provided a second.

A roll call vote was conducted and the minutes were approved unanimously.

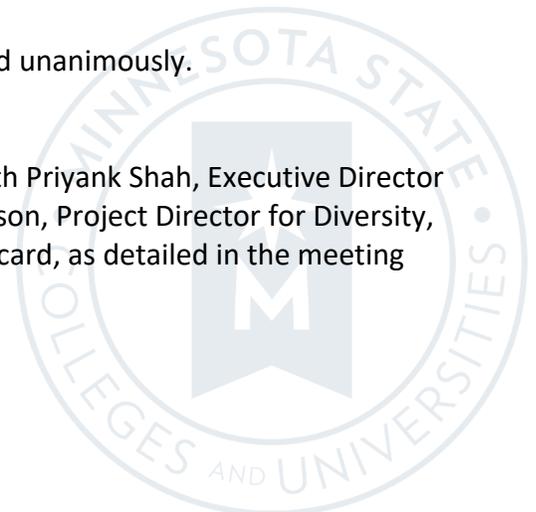
**Agenda Item 2: Equity Scorecard Update**

Committee Chair Soule invited Vice Chancellor Dees along with Priyank Shah, Executive Director for Center for Data Access and Analytics and Tarrence Robertson, Project Director for Diversity, Equity and Inclusion to present an update to the Equity Scorecard, as detailed in the meeting materials.

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

**Adjournment**

The committee chair adjourned the meeting at 12:09 p.m.



**Finance and Facilities Committee  
Meeting Minutes  
October 2023**

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A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Tuesday, October 17, 2023.

Committee members present: Jay Cowles, Chair; Micah Coatie, Jim Grabowska, Tim Huebsch, Jerry Janezich, April Nishimura, and Kathy Sheran.

Committee members absent: None

Other board members present: Alex Cirillo, Roger Moe, Christopher Richter, George Soule, and Cheryl Tefer

Staff present: Scott Olson, Chancellor; Bill Maki, Vice Chancellor for Finance and Facilities

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Cowles called the meeting to order at 2:05 p.m.

**Agenda Item 1: Approval of the Meeting Minutes for June 21, 2023**

Committee Chair Cowles asked if there were any changes or amendments to the minutes, then asked for a motion. Trustee Grabowska made the motion and Trustee Sheran provided a second.

A roll call vote was conducted. The vote was as follows:

Micah Coatie	Aye
Jay Cowles	Aye
Jim Grabowska	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
April Nishimura	Aye
Kathy Sheran	Aye

The committee voted to approve the minutes.



**Agenda Item 2: FY2024 Committee Workplan Review**

Committee Chair Cowles invited Vice Chancellor Maki to present the FY2024 Finance and Facilities Committee workplan as detailed in the meeting materials.

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

**Agenda Item 3: Contracts Requiring Board Approval: System Office Lease**

Committee Chair Cowles invited Brian Yolitz, Associate Vice Chancellor for Facilities to present the contract for the system office lease.

Committee Chair Cowles asked committee members to consider the following recommended committee motion:

*The Finance and Facilities Committee recommends the Board of Trustees authorize the Chancellor or the Chancellor's designee to enter into a 10-year lease at Wells Fargo Place not to exceed \$18.0 million over the term for housing the Minnesota State system office and associated functions. This authorization includes provisions for two (2) five-year options to extend the lease subject to board approval.*

Trustee Huebsch made the motion and Trustee Grabowska seconded. A roll call vote was conducted. The vote was as follows:

Micah Coatie	Aye
Jay Cowles	Aye
Jim Grabowska	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
April Nishimura	Aye
Kathy Sheran	Aye

The committee voted to approve the recommended motion.

**Agenda Item 4: FY2024 Operating Budget Update**

Committee Chair Cowles invited Vice Chancellor Maki to present the FY2024 Operating Budget Update as detailed in the meeting materials. The Vice Chancellor was joined by Steve Ernest, System Director for Financial Planning and Analysis.

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

**Agenda Item 5: FY2024-25 Supplemental Budget Request (First Reading)**

Committee Chair Cowles invited Vice Chancellor Maki to present the first reading of the proposed FY2024-25 Supplemental Budget Request as detailed in the meeting materials. The Vice Chancellor was joined by Steve Ernest, System Director for Financial Planning and Analysis.

Committee Chair Cowles asked committee members to consider the following recommended draft committee motion:

*The Finance and Facilities Committee recommends that the Board of Trustees adopt a motion to request \$61 million in FY2025 in supplemental funding and that it be continued as base-level funding in subsequent years. Specific motion language will appear in the Second Reading of this item in November.*

This being the first reading of the item, there was no vote taken.

**Adjournment**

The committee chair adjourned the meeting at 3:50 p.m.



**Workforce and Organizational Effectiveness Committee  
Meeting Minutes  
October 18, 2023**

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A meeting of the Workforce and Organizational Effectiveness Committee of the Board of Trustees was held on October 18, 2023.

Committee members present: George Soule, Chair; Kathy Sheran, Vice Chair; Tim Huebsch, Jerry Janezich, Cheryl Tefer

Committee members absent: Micah Coatie

Other board members present: Alex Cirillo, Jay Cowles, Dawn Erlandson, Jim Grabowska, Roger Moe, Christopher Richter

Staff present: Scott Olson, Chancellor; Eric Davis, Vice Chancellor for Human Resources

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Soule called the meeting to order at 9:39 a.m.

**Agenda Item 1: Approval of the Meeting Minutes for June 21, 2023**

Committee Chair Soule asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Janezich made the motion and Trustee Huebsch provided a second.

A roll call vote was conducted, and the minutes were approved unanimously.

**Agenda Item 2: FY2024 Committee Workplan**

Committee Chair Soule invited Vice Chancellor Davis to present the FY2024 Committee Workplan, as detailed in the meeting materials.

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

**Agenda Item 3: Executive Search Process Overview**

Committee Chair Soule invited Vice Chancellor Davis along with Human Resources Director Gehrke to present the Executive Search Process Overview, as detailed in the meeting materials.

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

**Agenda Item 4: Proposed Amendment to Board Policy 4.4 Weather / Short Term Emergency Closings (First Reading)**

Committee Chair Soule invited Vice Chancellor Davis to present the Proposed Amendment to Board Policy 4.4 Weather / Short Term Emergency Closings (First Reading), as detailed in the meeting materials.

This being the first reading of the item, there was no vote taken.

**Adjournment**

The committee chair adjourned the meeting at 10:09 a.m.



**Academic and Student Affairs Committee  
Meeting Minutes  
October 18, 2023**

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A meeting of the Academic and Student Affairs Committee of the Board of Trustees was held on October 18, 2023.

Committee members present: Cheryl Tefer, Chair; Alex Cirillo, Vice Chair; Dawn Erlandson, Christopher Richter, Kathy Sheran

Committee members absent: Idman Ibrahim, Javier Morillo

Other board members present: Jay Cowles, Jim Grabowska, Tim Huebsch, Jerry Janezich, Roger Moe, George Soule

Staff present: Scott Olson, Chancellor; Satsha Green-Stephen, Sr. Vice Chancellor for Academic and Student Affairs

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Tefer called the meeting to order at 10:30 a.m.

**Agenda Item 1: Approval of the Meeting Minutes for October 18, 2023**

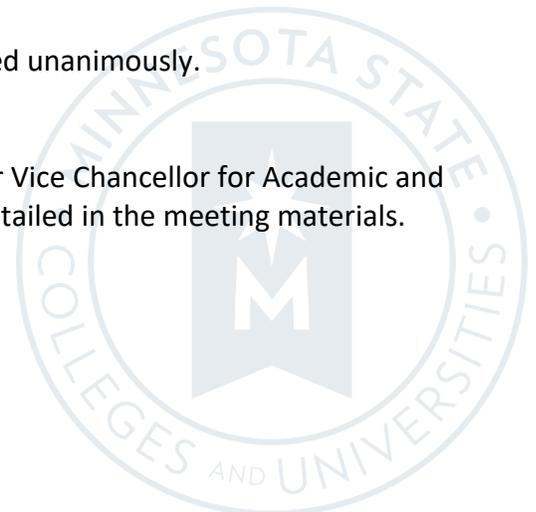
Committee Chair Tefer asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Cirillo made the motion and Trustee Sheran provided a second.

A roll call vote was conducted, and the minutes were approved unanimously.

**Agenda Item 2: FY2024 Committee Workplan**

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs to present FY2024 Committee Workplan as detailed in the meeting materials.

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



**Agenda Item 3: Proposed Amendment to Board Policy 3.35 Credit for Prior Learning (Second Reading)**

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs to present Proposed Amendment to Board Policy 3.35 Credit for Prior Learning (Second Reading) as detailed in the meeting materials.

Committee Chair Tefer asked committee members to consider the following recommended committee motion:

*The Academic and Student Affairs Committee recommends that the Board of Trustees approve Proposed Amendment to Board Policy 3.35 Credit for Prior Learning (Second Reading)*

Trustee Cirrillo made the motion and Trustee Richer seconded. A roll call vote was conducted. The vote was as follows:

Trustee Cirillo	Yes
Trustee Erlandson	Yes
Trustee Richter	Yes
Trustee Sheran	Yes
Trustee Tefer	Yes
Trustee Ibrahim	Absent
Trustee Morillo	Absent

The committee voted to approve the recommended motion.

**Agenda Item 4: Strategic Alignment and Communication of Academic and Student Affairs Priorities**

Committee Chair Tefer invited Satasha Green-Stephen, Sr. Vice Chancellor for Academic and Student Affairs along with John Hoffman, President, Bemidji State University and Northwest Technical College, and Deidra Peaslee, President, Saint Paul College to present Strategic Alignment and Communication of Academic and Student Affairs Priorities, as detailed in the meeting materials.

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

**Adjournment**

The committee chair adjourned the meeting at 11:37 a.m.



**Board of Trustees  
Meeting Minutes  
October 18, 2023**

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A meeting of the Board of Trustees was held on October 18, 2023.

Trustees present: Roger Moe, Chair; George Soule, Vice Chair; Alex Cirillo, Jay Cowles, Dawn Erlandson, Jim Grabowska, Tim Huebsch, Jerry Janezich, Javier Morillo, April Nishimura, Christopher Richter, Kathy Sheran, Cheryl Tefer

Trustees absent: Micah Coatie, Idman Ibrahim

Staff present: Scott Olson, Chancellor

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Chair Moe called the meeting to order at 11:38 a.m.

**Chancellor's Report, Scott Olson**

Chair Moe, Vice Chair Soule, and trustees

Thank you to Hennepin Technical College for their generosity and hosting us the past 3 days. This is my first official board meeting and seeing the passion and commitment that was in the room as we stated our commitment to Minnesota's future with all our partners gives me great confidence in the work ahead.

Trustees, as always thank you for your time and service and I appreciate our campus Presidents who spent time with us over the past few days and the depth of our conversations. Monday's event, for which we had over 130+ people in attendance and over 230 people listening by zoom. We made a collective workforce commitment and I want to acknowledge the partners that attended including Governor, Majority Leader Dziedzic, Chair Pelowski and Rep Urdahl and former Rep. Carlson.

Chair Moe, the work that was collectively done last legislative session advocating and securing a historic investment in Minnesota State was crucial for our campuses and the students we serve.

With the historic investment comes a responsibility to clearly show how these funds are helping students and the communities we serve. In her remarks on Monday President Bodin did a great job of pointing out how the funding will give Hennepin Tech the ability to expand

its plumbing program which is spot on for the vision of these investments. Minnesota State will have an opportunity to tell our story on November 6th. Chair Pelowski will hold a hearing that day at 1:00 pm. I, along with Chair Moe, Vice Chancellor Maki and other system and campus leaders, look forward to this important engagement. We will share additional information with trustees once the hearing agenda is finalized.

So, President Downs I have to say GO DRAGONS! It was a honor for Kelley and I as well as Trustee Soule to spend time with you and Mary at your inauguration this past weekend. Along with the impressive ceremony – which included a balloon drop - we were able to attend the homecoming football game and I had the honor to do the coin flip and although I failed as Moorhead lost the toss – the Dragons offense bailed me out as they scored 53 points for the win.

With regards to NextGen, HCM/Finance implementation is in yellow and progressing towards go live, 9 months from now, in July '24. Yellow means that there are key areas of challenge in the project that we are paying close attention to. We are currently in the second of three testing cycles and are kicking the tires of what we have built.

There are key areas needing our continued focused attention: testing, companion projects, reporting and sustainment. There is time for our stakeholders to get to know Workday better through developed learning opportunities which will prep them for formal end user training in April '24. While we are focused on getting to a successful July of '24 go live for HCM/Finance, pre-planning continues to prep for Workday Student implementation. Chair Moe – that concludes my remarks.

### **Chair's Report**

Thank you, Chancellor. We are inspired by your enthusiasm! The last time we were all together was for our Annual Board Retreat at Minnesota North. I would like to again thank President Raich and his team for planning great activities and taking such good care of all of us. Trustees spent time reviewing and discussing findings from our recent Board Assessment on how to be a more effective board. This month's meeting is our first foray into implementing some of those strategies. This includes providing trustees information well in advance of meetings so that there can be thorough review and thoughtful discussion. This also includes meeting times with less presentation and more discussion. I think we demonstrated this in these meetings. We also had president liaisons at the table. I thank everyone for their willingness to take a more active role in these areas.

I have been able to participate in and observe our collective efforts at the system and our campuses in hosting dozens of "bonding visits" by the Senate and House Capital Investment Committees. To date we have hosted committee members at 23 of our campuses. I know Trustee Sheran was able to participate in one of the stops in Mankato. We look forward to continuing hosting legislators on campus as they make their way around the state viewing infrastructure needs throughout Minnesota, and I hope trustees can participate in these

bonding tours if your schedule allows. Looking ahead, the House Capital Investment Committee will be in Southeast region of the state the end of October and in the metro region mid-November. The Senate Capital Investment Committee will tour central Minnesota mid-November and the Southeast region the end of November, and they plan to tour the metro region in January. As we look forward to session beginning in February, our teams will have hosted about 50 visits of committees and leaders from the administration.

Back in June, on my last birthday, I made the comment that a strong Minnesota State system depends on a strong University of Minnesota system and vice versa: we are intertwined. In the not too distant future, I want to have a joint meeting with our Board and the U of M Board of Regents, as well as the State education commissioner as well. We have some joint efforts underway at this time, and I think it's a good idea to have more interaction together.

Finally, I want to thank Hennepin Technical College and President Bodin for hosting us during these three days of excitement and meetings, and all of your efforts, particularly to the culinary staff. I also want to thank everyone for the great involvement and discussions at this month's meeting.

### **Other Reports**

Vice Chair Soule provided comments on his recent trip to Minnesota State University Moorhead for President Downs' Inauguration.

Trustee Sheran provided a summary of the Association of Community College Trustees Leadership Congress that she attended earlier this month.

### **Consent Agenda**

Chair Moe asked if anyone wanted to remove an item from the Consent Agenda, besides the already removed Office Space Lease Agreement. Trustee Cowles made the motion to approve the consent agenda and Trustee Grabowska seconded. A roll call vote was conducted. The vote was as follows:

Trustee Cirillo	Yes
Trustee Coatie	Absent
Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Grabowska	Yes
Trustee Huebsch	Yes
Trustee Ibrahim	Absent
Trustee Janezich	Yes
Trustee Moe	Yes
Trustee Morillo	Yes
Trustee Nishimura	Yes
Trustee Richter	Yes

Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Yes

The board voted to approve the consent agenda as follows:

1. Minutes of June 21, 2023
2. Proposed Amendment to Board Policy 3.35 Credit for Prior Learning (Second Reading)

### **Board Standing Committee Reports**

#### Finance and Facilities Committee, Jay Cowles, Chair

Committee Chair Cowles reported that the committee approved recommendation for one item. The Finance and Facilities Committee recommends the Board of Trustees adopt the following motion:

*The Finance and Facilities Committee recommends the Board of Trustees authorize the Chancellor or the Chancellor's designee to enter into a 10-year lease at Wells Fargo Place not to exceed \$18.0 million over the term for housing the Minnesota State system office and associated functions. This authorization includes provisions for two (2) five-year options to extend the lease subject to board approval.*

Recommendations of a committee do not require a second. A roll call vote was conducted. The vote was as follows:

Trustee Cirillo	Yes
Trustee Coatie	Absent
Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Grabowska	Yes
Trustee Huebsch	Yes
Trustee Ibrahim	Absent
Trustee Janezich	Abstain
Trustee Moe	Yes
Trustee Morillo	Absent
Trustee Nishimura	Yes
Trustee Richter	Yes
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Yes

The board voted to approve the recommended motion.

The board also received reports from meetings of the following committees:

- Academic and Student Affairs Committee, Cheryl Tefer, Chair
- Diversity, Equity and Inclusion Committee, George Soule, Chair

- Outreach and Engagement Committee, Dawn Erlandson, Chair
- Workforce and Organizational Effectiveness Committee, George Soule, Chair

### **Student Associations and Bargaining Units**

Student associations and bargaining units were invited to submit written remarks and were given the opportunity to address the board in person. Written remarks were provided by AFSCME.

In person remarks were provided by:

- Students United: Emma Gabbert, Vice Chair; Adam Thompson, Student Advocacy Coordinator
- American Federation of State, County and Municipal Employees (AFSCME): Minnesota State Policy Committee - Jennifer Erwin, President
- Minnesota Association of Professional Employees (MAPE): Nicole Emerson, Minnesota State Meet & Confer Chair
- Inter Faculty Organization (IFO): Jenna Chernega, President
- Minnesota State College Faculty (MSCF): Kevin Lindstrom, President
- Minnesota State University Association of Administrative and Service Faculty (MSUAAF): Kristy Modrow, President

### **Trustee Reports**

No trustee reports were heard.

### **Adjournment**

Chair Moe adjourned the meeting at 1:07 p.m.