



## Meeting Minutes January 28-29, 2025

	Page
Outreach and Engagement Committee	2
Workforce and Organizational Effectiveness Committee	4
Diversity, Equity and Inclusion Committee (not yet available)	-
Finance and Facilities Committee	6
Academic and Student Affairs Committee	9
Board of Trustees	12





**Outreach and Engagement Committee  
Meeting Minutes  
January 28, 2025**

---

A meeting of the Outreach and Engagement Committee of the Board of Trustees was held on January 28, 2025, in the Library and Learning Center, Ecolab Room of Metropolitan State University.

Committee members present: Kathy Sheran, Chair; Jerry Janezich, Vice Chair; Dawn Erlandson, Jacqueline Johnson, and Christopher Richter.

Other board members present: Jay Cowles, Jim Grabowska, Tim Huebsch, Jana Johnson, George Soule, and Cheryl Tefer.

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 Sheran called the meeting to order at 10:49 a.m.

**Agenda Item 1: Approval of the Meeting Minutes for October 16, 2024**

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

The minutes were approved unanimously.

**Agenda Item 2: National Program on Industry Workforce Partnerships**

Committee Chair Sheran invited Shannon Bryant, Executive Director of Workforce and Economic Development; Phil Arellano, Interim Associate Director; Katie McClelland, Director, Governor's Workforce Development Board; leesha Collins, Managing Director, Connex MSP, and Interim Director, Itasca Project; and Allison Jones, Senior Director, America Achieves, to present on the National Program on Industry Workforce Partnerships, as detailed in the meeting materials.

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

**Agenda Item 3: Proposed Amendment to Board Policy 8.3 College and University Related Foundations (First Reading)**

Committee Chair Sheran invited Noelle Hawton, Chief Marketing and Communications Officer, and Jen Dobossy, System Director of Foundation Services, to present on Proposed Amendment to Board Policy 8.3 College and University Related Foundations (First Reading), as detailed in the meeting materials

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

**Agenda Item 4: Proposed Amendment to Board Policy 8.5 Local Advisory Committees (First Reading)**

Committee Chair Sheran invited Noelle Hawton, Chief Marketing and Communications Officer, and Jen Dobossy, System Director of Foundation Services, to present on Proposed Amendment to Board Policy 8.5 Local Advisory Committees (First Reading), as detailed in the meeting materials

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

**Adjournment**

The committee chair adjourned the meeting at 11:48 a.m.



**Workforce and Organizational Effectiveness Committee  
Meeting Minutes  
January 28, 2025**

---

A meeting of the Workforce and Organizational Effectiveness Committee of the Board of Trustees was held on March 28, 2025.

Committee members present: Jay Cowles, Chair; Cheryl Tefer, Vice Chair; Dawn Erlandson, Tim Huebsch, Kathy Sheran

Committee members absent: Javier Morillo

Other board members present: Jim Grabowska, Jerry Janezich, Jacquie Johnson, Jana Johnson, Christopher Richter, George Soule

Staff present: Scott Olson, Chancellor

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

Committee Chair Cowles called the meeting to order at 12:46 p.m.

**Agenda Item 1: Approval of the Meeting Minutes for November 19, 2024**

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

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

**Agenda Item 2: Proposed Amendment to Board Policy 4.1 Personnel Plan for Minnesota State Administrators (Second Reading)**

Committee Chair Cowles invited Vice Chancellor Davis to present the Proposed Amendment to Board Policy 4.1 Personnel Plan for MnSCU Administrators, as detailed in the meeting materials.

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

*The Workforce and Organizational Effectiveness Committee recommends that the Board of Trustees approve the proposed amendment to Policy 4.1 Personnel Plan for Minnesota State Administrators.*

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

Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Huebsch	Yes
Trustee Morillo	Absent
Trustee Sheran	Yes
Trustee Tefer	Yes

The committee voted to approve the recommended motion.

**Adjournment**

The committee chair adjourned the meeting at 12:52 p.m.

**Finance and Facilities Committee  
Meeting Minutes  
January 29, 2025**

---

A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Wednesday, January 29, 2025.

Committee members present: Tim Huebsch, Chair; Jay Cowles, Jerry Janezich, Jacqueline Johnson, Jana Johnson, and Roger Moe.

Committee members absent: None

Other board members present: Dawn Erlandson, Jim Grabowska, Christopher Richter, Kathy Sheran, 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 Huebsch called the meeting to order at 8:30 a.m.

**Agenda Item 1: Approval of the Meeting Minutes for November 19, 2024**

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

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

Jay Cowles	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
Jana Johnson	Aye
Jacqueline Johnson	Aye
Roger Moe	Aye

The committee voted to approve the minutes.



**Agenda Item 2: Contracts Requiring Board Approval: Third Party Owners Representative for NextGen Student Implementation, System Office**

Committee Chair Huebsch asked Vice Chancellor Maki to present the contract for review. Vice Chancellor Maki was joined at the table by Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs, and Jacquelyn Bailey, Vice Chancellor of Information Technology and CIO.

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

*The Finance and Facilities Committee recommends that the Board of Trustees authorize the Chancellor or the Chancellor's designee to enter into a contract with CampusWorks with a total contract value not to exceed \$3,660,000 with a term of seven (7) years. The Committee further recommends that the Board of Trustees direct the Chancellor or the Chancellor's designee to execute all necessary documents to formalize this agreement.*

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

Jay Cowles	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
Jana Johnson	Aye
Jacqueline Johnson	Aye
Roger Moe	Aye

The committee voted to approve the recommended motion.

**Agenda Item 3: System Facilities Initiatives and College and University Comprehensive Facilities Planning**

Committee Chair Huebsch invited Vice Chancellor Maki to introduce Brian Swanson, Associate Vice Chancellor for Facilities and System Facilities Initiatives and College and University Comprehensive Facilities Planning topic as provided in the meeting materials. Associate Vice Chancellor Swanson was joined at the table by Karen Huiett, System Director for Capital Planning and Analysis. Also joining were James Goblirsch, Assistant Vice President for Facilities, Winona State, and Lori Kloos, President, St. Cloud Technical and Community College.

This agenda item was the second in the series of strategic discussions related to an overarching framework for the management of Minnesota State facilities. This presentation built on the information provided in March 2024 with a more detailed look at the Comprehensive Facility Planning (CFP) process from the perspective of one university and one college. The presentation also provided brief updates on the March facility recommendations and additional context for

the agenda item that followed; the first reading of the updates to Board Policy 6.9 on Capital Planning.

This was an informational item, so no vote was taken.

**Agenda Item 4: Proposed Amendment to Board Policy 6.9 Capital Planning (1<sup>st</sup> Reading)**

Committee Chair Huebsch invited Associate Vice Chancellor Swanson to present the first reading of the proposed amendment to Board Policy 6.9 Capital Planning. Remaining at the table from the previous agenda item was System Director Karen Huiett.

The proposed policy amendments include adding facility divestment as part of an intentional strategic direction, integrating utility master plans into comprehensive facilities plans, and addressing the need to establish procedures to more effectively manage physical space. Additionally, the proposed amendment sets a clear expectation for public input during the planning process. Additionally, the proposed changes address known gaps in the current planning process and space management practices and create a deliberate, incremental path toward reducing overall physical footprint.

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

**Agenda Item 5: Proposed Amendment to Board Policy 5.10 Reserves and Year-end Fund Balances, Update**

Committee Chair Huebsch invited Vice Chancellor Maki to present an update on the proposed amendment to Board Policy 5.10 Reserves and Year-end Fund Balances, as provided in the meeting materials.

This being an update on the document, there was no vote taken.

**Agenda Item 6: College and University Financial Performance Update**

Committee Chair Huebsch invited Vice Chancellor Maki to present a review of the system's overall financial performance and the result to college and university financial health indicators per System Procedure 7.3.16 as provided in the meeting materials. Vice Chancellor Maki was joined at the table by Steve Ernest, System Director for Financial Planning & Analysis, and Metody Popov, System Director for Financial Reporting.

This being an informational item, no vote was taken.

**Adjournment**

The committee chair adjourned the meeting at 10:46 a.m.





**Academic and Student Affairs Committee  
Meeting Minutes  
January 29, 2025**

---

A meeting of the Academic and Student Affairs Committee of the Board of Trustees was held on January 29, 2025.

Committee members present: Cheryl Tefer, Chair; Kathy Sheran, Vice Chair; Jim Grabowska, Jacqueline Johnson, Roger Moe, Christopher Richter

Committee members absent: None

Other board members present: Jay Cowles, Dawn Erlandson, Tim Huebsch, Jerry Janezich, Jana Johnson, George Soule

Staff present: Scott Olson, Chancellor; Satasha 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 11:00 a.m.

**Agenda Item 1: Approval of the Meeting Minutes for November 19, 2024**

Committee Chair 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 Sheran provided a second. A roll call vote was conducted, and the minutes were approved unanimously.

**Agenda Item 2:** Proposed Amendment to Board Policy 3.26 Intellectual Property (First Reading)  
Committee Chair Tefer invited Satasha Green-Stephen, Sr. Vice Chancellor for Academic and Affairs to present, Proposed Amendment to Board Policy 3.26 Accreditation (First Reading), as detailed in the meeting materials.

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

**Agenda Item 3: Proposed Amendment to Board Policy 3.43 Accreditation (Second Reading)**

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs to present, Proposed Amendment to Board Policy 3.43 Accreditation 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 the proposed amendment to Policy 3.43.*

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

Trustee Grabowska	Yes
Trustee Johnson	Yes
Trustee Moe	Yes
Trustee Richter	Yes
Trustee Sheran	Yes
Trustee Tefer	Yes

The committee voted to approve the recommended motion.

**Agenda Item 4: Models of Support for Students with Diverse Abilities**

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs along with guest presenters listed to present, Models of Support for Students with Diverse Abilities, as detailed in the meeting materials.

Dr. Annette Parker, President, South Central College  
Kristin Underwood, Director of Customized Workforce Education, South Central College  
Alyssa Klein, Youth Services Coordinator, MN DEED – Vocational Rehabilitation Services (VRS)  
Jon Morgan, Machine Tool Technology and UAA Faculty, South Central College  
Dr. Kumara Jayasuriya, President, Southwest Minnesota State University  
Derek Klinkner, Wheelchair Basketball coach, Southwest Minnesota State University

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

**Agenda Item 5: Minnesota Office of Higher Education Course Placement Audit Update**

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs along with Jesse Mason, Associate Vice Chancellor for Academic Affairs and Anthony Miller, System Director of P20 and Student Success, to present Minnesota Office of Higher Education Course Placement Audit Update, as detailed in the meeting materials.

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

**Agenda Item 6: Restructuring of Dakota County Technical College and Inver Hills Community College**

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs along with Michael Berndt, President, Dakota County Technical College, and Inver Hills Community College, to present Restructuring of Dakota County Technical College and Inver Hills Community College, 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 restructuring of Dakota County Technical College and Inver Hills Community College.*

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

Trustee Grabowska	Yes
Trustee Johnson	Yes
Trustee Moe	Yes
Trustee Richter	Yes
Trustee Sheran	Yes
Trustee Tefer	Yes

The committee voted to approve the recommended motion.

**Adjournment**

The committee chair adjourned the meeting at 12:45 p.m.



**Board of Trustees  
Meeting Minutes  
January 29, 2025**

---

A meeting of the Board of Trustees was held on January 29, 2025.

Trustees present: George Soule, Chair; Dawn Erlandson, Vice Chair; Jay Cowles, Jim Grabowska, Tim Huebsch, Jana Johnson, Jacqueline Johnson, Roger Moe, Chris Richter, Kathy Sheran, Cheryl Tefer

Trustees absent: Jerry Janezich, Javier Morillo

Staff present: Scott Olson, Chancellor

The meeting materials and audio recording of the meeting are available on the [Board of Trustees website](#).

Chair Soule called the meeting to order at 3:38 p.m.

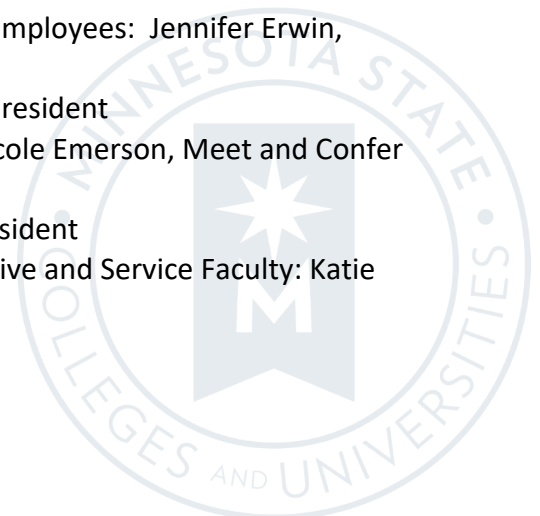
**Student Associations and Bargaining Units**

Student associations and bargaining units were invited to submit written remarks and given the opportunity to address the board in person. No written or remote remarks were provided. In person remarks were provided by:

- LeadMN: Christian Catano, Vice President
- Students United: Sierra Roiger, State Chair
- American Federation of State, County and Municipal Employees: Jennifer Erwin, President, Minnesota State Policy Committee
- International Faculty Organization: Jenna Chernega, President
- Minnesota Association of Professional Employees: Nicole Emerson, Meet and Confer Chair
- Minnesota State College Faculty: Kevin Lindstrom, President
- Minnesota State University Association of Administrative and Service Faculty: Katie Jackson

**Chancellor's Report, Scott Olson**

Chair Soule, Vice Chair Erlandson, and trustees-



These are definitely interesting times! Yesterday as the board was meeting, the system office team and our campus leaders immediately dove into understanding the implications of the federal funding pause that was announced on Monday evening. And then as we sat here this morning, it was announced that there was a new memo that rescinded Monday's original memo which was welcomed news.

My deep appreciation to all for their thoughtful leadership as many reached out to colleagues at both the state and national level to ask questions and to gather guidance so that we could provide clarity to our campuses, students, and employees. Events like these are fast-moving and accurate information is not always available as soon as we would like it to be.

I fully anticipate in the coming days there will be more messages coming from Washington and we will continue to give care to the individuals who may be affected and communicate with all of you. A thank you to all, for your patience and understanding through the ambiguity.

I am pleased that in a few weeks, Vice Chair Erlandson, Trustee Richter and our government relations team will be making the rounds on capitol hill perhaps to get a lay of the land and insight how we navigate this changing landscape. And if things weren't interesting enough at the federal level, we continue to navigate the changing landscape of the state legislature.

My thanks to all who joined us in the Senate Higher Education Committee. George will make comments specifically about the Senate hearing and how well received it was by the committee. We had anticipated being in the House yesterday too and we had a tremendous three-day presentation which would have brought over 20 testifiers from campuses and the system to tell our story. These folks remain in the wings ready to be called to the stage when the House convenes – we have an important story to share with the legislature and stand ready to do so when called upon. We will start that story telling during the six Legislative Breakfasts which kick-off at the end of February.

And with that, Chair, I turn it back to you.

### **Chair's Report**

Thank you, Chancellor. We had a great presentation at yesterday's Senate Higher Education Committee as well as a great AI presentation with Chancellor Hagerott. I wanted to give a brief POST (Peace Officer Standards and Training Board) update. At the November 2024 Minnesota State Board of Trustees meeting, POST's Executive Director shared the proposed changes to POST Board policy that would impact Minnesota State's Professional Peace Officer Education (PPOE) programs. On January 23, 2025, the System office staff and several presidents with PPOE programs met with

the Executive Director from POST. This meeting was to reengage POST in its partnership with Minnesota State programs. The results of this meeting reinforced our long-standing relationship with POST. It was found that many stakeholders appreciate the current PPOE structure and want to continue to work with higher education peace officer training providers, whatever that may look like, to prepare the law enforcement workforce for the State of Minnesota. We believe this is a positive path forward and recognition of the long-standing partnership with Minnesota State as the largest educator of peace officer candidates in the State. The POST Board will reconvene in April to have a vote on the proposed language.

Thank you again to Metro State for hosting us!

### **Consent Agenda**

Chair Soule asked if anyone wanted to remove an item from the Consent Agenda. Trustee Cowles motioned and Trustee Grabowska seconded. A roll call vote was conducted. The vote was as follows:

Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Grabowska	Yes
Trustee Huebsch	Yes
Trustee Janezich	Absent
Trustee Jana Johnson	Yes
Trustee Jacquie Johnson	Yes
Trustee Moe	Yes
Trustee Morillo	Absent
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 November 20, 2024**
- 2. Minutes of November 22, 2024 Special Meeting**
- 3. Proposed Committee Charter Revision: Outreach and Engagement Committee**
- 4. Proposed Amendment to Policy 4.1 Personnel Plan for Minnesota State Administrators (Second Reading)**
- 5. Contracts Requiring Board Approval: Third Party Owners Representation for NextGen Student Implementation, System Office**
- 6. Proposed Amendment to Board Policy 3.43 Accreditation (Second Reading)**
- 7. Restructuring of Dakota County Technical College and Inver Hills Community College**

### **Board Standing Committee Reports**

The board received reports from meetings of the following committees:

- Outreach and Engagement, Kathy Sheran, Chair
- Workforce and Organizational Effectiveness Committee, Jay Cowles, Chair
- Diversity, Equity and Inclusion, Jim Grabowska, Chair
- Finance and Facilities Committee, Tim Huebsch, Chair
- Academic and Student Affairs Committee, Cheryl Tefer, Chair
- Joint Audit and Workforce and Organizational Effectiveness Committees, Dawn Erlandson and Jay Cowles, Co-Chairs

### **Adjournment**

Chair Soule adjourned the meeting at 4:40 p.m.