



Board Policy 1A.3 System Administration, Chancellor

Part 1. Appointment of Chancellor

Subpart A. Appointment, Compensation and Expenses. The board shall appoint the chancellor, set the conditions of employment, establish levels of compensation, and provide for an expense allowance for the chancellor consistent with the MnSCU Personnel Plan for Administrators (Section 1.03, subd. 1).

Subpart B. Interim Appointment. An individual holding an interim appointment as chancellor shall not be eligible for appointment to the position in which she/he is serving as an interim appointee.

Part 2. Chancellor's Duties and Responsibilities

The chancellor shall be the chief executive officer of the Minnesota State Colleges and Universities system and shall have full executive responsibility for higher education leadership and effective management and operation of the system according to board policies and state and federal laws. The chancellor's duties and responsibilities shall include but not be limited to implementing board policy; providing for educational leadership; recommending operating and capital budgets; recommending allocation of resources; planning; oversight of collective bargaining; providing information systems; management of personnel resources; annual evaluation of the presidents; and establishment of committees, including a presidents' advisory council.

Part 3. Evaluation

The chancellor shall be evaluated by the board annually based on goals and objectives approved by the Chancellor Performance Review Committee. The chair of the board shall annually appoint a Chancellor Performance Review Committee comprised of four members of the board including the Board Chair and the Board Vice Chair. The Chancellor Performance Review Committee shall:

- a. Meet with the chancellor annually in October to codify mutually agreeable goals and objectives, method for requesting information from other individuals, and timeline for the evaluation process;
- b. Review the chancellor's self-appraisal and meet with the chancellor at least annually to discuss his performance, identify opportunities for improvement, and priorities for the subsequent year;
- c. Provide the chancellor a written evaluation of the chancellor's performance;
- d. Upon completion of the review, meet with the board and the chancellor to report on the results of the chancellor's performance evaluation;

- e. Recommend to the board action on merit salary increase or other terms of employment, as appropriate.
- f. The Chancellor Performance Review Committee shall consult with other members of the board and may seek advice and input by engaging a professional, trained and experienced in executive performance evaluation. All meetings of the Chancellor Performance Review Committee are non-public, personnel meetings; however, the Chancellor Performance Review Committee will issue a public report summarizing the annual evaluation.

Part 4. Delegation

The chancellor is delegated full authority and responsibility consistent with the duties of chief executive officer to take actions required for the system to function appropriately in accordance with board policy, system procedures, guidelines, and applicable federal and state law, including but not limited to:

- a. Following any board action required by board policy, signing and execution of all legal and financial documents on behalf of the board, including contracts, agreements, instruments relating to real and personal property transactions, and other legal papers;
- b. Delegating parts of the chancellor's authority to employees under the chancellor's direct supervision; and
- c. Appointment of personnel, development and enforcement of personnel programs, discipline and termination, and signing collective bargaining agreements following board approval.

This delegation is conditioned upon ongoing compliance with applicable statutes and law, board policies, system procedures, guidelines, and other applicable state and federal regulations and policies. The delegation expires upon termination of the chancellor's employment or as otherwise determined by the board.

Date of Adoption: 05/17/94

Date of Implementation: 05/17/94

Date of Last Review: 11/18/14

Date and Subject of Amendments:

11/18/14 – Amends Part 1, Subp A to be consistent with the MnSCU Personnel Plan for Administrators. Amends Part 3 to establish a Chancellor Performance Review committee and outlines their responsibilities.

Additional HISTORY.