

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE  
MEETING MINUTES  
May 20, 2008**

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Executive Committee Members Present: David Olson, Chair; Trustees Duane Benson, Ruth Grendahl, Clarence Hightower, David Paskach, Christine Rice and Scott Thiss

Executive Committee Members Absent: None

Other Members Present: Trustees Daniel McElroy and Thomas Renier

The Minnesota State Colleges and Universities Board of Trustees Executive Committee met at Wells Fargo Place, 30 7th Street East, Fourth Floor Board Room, St. Paul, on Tuesday, May 20, 2008, at 8:00 a.m.

**(1) Minutes of March 19, 2008**

As there were no corrections to the minutes, Chair David Olson declared that the minutes were accepted as written.

**(2) Third Quarter FY 2008 Board Operating Budget**

Chair Olson called on Trustee Scott Thiss, treasurer, for the third quarter report on the Board of Trustees FY 2008 operating budget. Trustee Thiss reported that the Board of Trustees FY 2008 operating budget is \$267,913. As of March 31, 2008, the Board had spent \$119,345 or forty-five (45) percent of its budget. The encumbered amount for the same period was \$83,761 with a balance of \$64,807. For the same period in FY 2007, the Board had spent \$136,357, or fifty-one (51) percent of its budget.

**(3) Proposed FY 2009 Board Operating Budget**

A graph showing the Board of Trustees budget versus actual expenses for the fiscal years 2004 through 2007, projected year-end FY 2008, and a proposed FY 2009 Board operating budget was distributed. Trustee Thiss reviewed the graph noting that the Board budget has had funds left over each year. At the close of the current fiscal year, projections estimate a balance of about \$90,000. Trustee Thiss noted that some of the reasons for the decrease in spending include: fewer meetings; fewer members claiming per diem and expenses; and fewer members attending national conferences. Trustee Thiss proposed a reduction of about ten percent, from \$267,913 to \$240,000, to better align the Board budget with its expenses.

Responding to a question about what happens to the unspent funds, Vice Chancellor Laura King said that they would be carried forward in the system's budget. Vice Chair Ruth Grendahl requested that the minutes reflect that the Board is making a statement by reducing its budget by 10 percent in light of recent legislative action.

Trustee Thiss moved that the Executive Committee recommends that the Board of Trustees approve the FY 2009 Operating Budget of \$240,000. Trustee Duane Benson seconded and the motion carried unanimously.

Trustee Clarence Hightower, chair of the Finance, Facilities and Technology Committee inquired how the Board's operating budget reduction would be included in the action before the Board on the FY 2009 system budget. Vice Chancellor King explained that it would be noted during the Finance, Facilities and Technology Committee meeting and reflected in the minutes of the committee meeting.

**(4) Other**

Chancellor McCormick asked the Executive Committee if they would be interested in revising the protocol for attending commencements. Currently, a Trustee and either the Chancellor or a representative from the Office of the Chancellor are invited and both make brief remarks. If the Executive Committee agrees, the Chancellor suggested that only one person will deliver congratulations and greetings at commencements. Trustees will be given the first opportunity, and the Chancellor or his designee will attend the remaining commencements. This way, only one person will make remarks on behalf of the Board and the Office of the Chancellor.

The Executive Committee was enthusiastic about this approach. Chancellor McCormick will inform the presidents of the new protocol for commencements.

**(5) Adjournment**

The meeting adjourned at 8:20 a.m.