MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
Agenda Item Summary Sheet

Name: Finance and Facilities Committee

Date: January 28, 2015

Title: Proposed Amendments to Policy 7.1 Finance and Administrative Authority – First Reading

Purpose (check one):

- [x] Proposed New Policy or Amendment to Existing Policy
- [ ] Approvals Required by Policy
- [ ] Other Approvals

- [ ] Monitoring / Compliance
- [ ] Information

Brief Description:

Board Policy 1A.1, Part 6, Minnesota State Colleges and Universities Organization and Administration, requires periodic review of all board policies. Staff reviewed Policy 7.1 this fall and proposed some revisions. The revisions were reviewed by the Office of General Counsel, cabinet, then sent out for formal consultation and received support from the presidents, employee representative groups, student associations and campus leadership groups. All comments received from the consultation were taken into consideration.

Scheduled Presenter(s):

Laura M. King, Vice Chancellor - CFO
#ボードオブトラストイースの行動

##BOARD ACTION

| Proposed Amendments to Board Policy 7.1 Finance and Administrative Authority
| (First Reading) |

##BACKGROUND

Board Policy 7.1, Financial and Administrative Authority, was adopted by the Board of Trustees and became effective June 10, 2000. The policy was last reviewed on August 6, 2009 and no changes were made. Board Policy 1A.1, Part 6, Minnesota State Colleges and Universities Organization and Administration, requires periodic review of all board policies. Staff reviewed Policy 7.1 this fall.

##PROPOSED AMENDMENTS

The proposed amendments to Policy 7.1 are reflected in the track-change copy of the policy on the following page.

##REVIEW PROCESS

The proposed board policy revision was circulated in accordance with procedures to all presidents, employee representative groups, student associations and campus leadership groups. The policy review was discussed with the Leadership Council. All comments received during the review process have been examined and responses sent.

The Finance and Facilities Committee recommends the Board of Trustees adopt the following motion:

**RECOMMENDED COMMITTEE ACTION:**

The Board of Trustees approves the changes to Board Policy 7.1 Financial and Administrative Authority.

**RECOMMENDED BOARD MOTION:**

The Board of Trustees approves the changes to Board Policy 7.1 Financial and Administrative Authority.

*Date Presented to the Board of Trustees: January 28, 2015*
Part 1. Authority. Pursuant to Minnesota Statutes § 136F.06, the Board of Trustees has authority to govern state colleges and universities and all related property and to develop policies to implement the board's authority. The referenced statute further states that to the extent practicable in protecting statewide interests, the board is charged with providing autonomy to the colleges and universities and holding the colleges and universities accountable for the decisions made.

Minnesota Statutes §136F.05 charges the board with efficient use of facilities and staff so that students benefit through improved and broader course offerings, ease of transfer among colleges and universities schools and programs, integrated course credit, coordinated degree programs and coordinated financial aid. Effective implementation of these objectives requires a high degree of coordination and integration of administrative and student support systems at all colleges and universities.

All financial and administrative policies are in support of the Minnesota State College and University's Universities' educational mission. The Board's Policy 1A3 part 4 of Trustees delegates authority to the chancellor to develop procedures and guidelines which implement the board's policies for the administrative and financial management of the system, including all colleges and universities. There shall be a high degree of coordination and integration of administrative and student support information systems, procedures and processes across all colleges and universities for purposes of achieving uniform and efficient student services and in demonstrating serious commitment to sound stewardship over state resources. Procedures and guidelines shall support these objectives through consistent business and administrative practices that assure the highest possible quality of administrative student services, data integrity and the efficient use of the system’s information technology resources.

Subject to the above stated objectives covering administrative and student support systems and processes, the Board's board's policies and the system procedures shall allow the colleges and universities sufficient autonomy to administer the resources under their control to achieve their mission and the expectation of accountability for their decisions.

Part 2. Responsibilities. The chancellor shall periodically advise the Board of the administrative and financial management performance of the system, system office, colleges and

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universities. The chancellor is responsible for periodic communications, reporting, and oversight of the presidents.

Presidents shall have the authority, responsibility and accountability to administer their colleges and universities in accordance with board policies, delegation from the chancellor, system procedures, and federal, state and local laws and regulations. The president of each college and university is responsible for developing and maintaining conforming and compliant college/university-wide administrative, financial, and facilities management procedures in consultation with students, faculty, staff and recognized organizations for faculty, students, and staff.

Part 3. Public Information. All data will be handled in accordance with Minnesota Statutes Chapter 13, the Minnesota Government Data practices Act, or other applicable law.

Part 4. Accountability/Reporting. The chancellor is accountable for administrative and financial management of the colleges, universities and system office as delegated by the Board and for oversight of the activities of all colleges and universities. The presidents are accountable for administrative and financial management of the colleges and universities as delegated by the chancellor. Internal and external audits (Office of the Legislative Auditor and private) will be conducted to determine if the chancellor and presidents are maintaining appropriate controls in accordance with the audit committee’s direction. The board will be advised of the financial status of the system through reports to the board and as the results of audits.

Date of Adoption: 09/20/95,
Date of Implementation: 09/20/95,

Date and Subject of Revision:
11/16/11 - Effective 1/1/12, the Board of Trustees amends all board policies to change the term "Office of the Chancellor" to "system office," and to make necessary related grammatical changes.
06/21/06 - amended Part 1 to include Minnesota Statutes § 136F.05, and includes language regarding the administrative and student support information systems. Amends Part 4 clarifying that the chancellor is accountable for the oversight of the activities of all colleges and universities. And other technical changes.
06/18/03 - deletes reference to “MnSCU”, changes “system office” to “office of the chancellor”, deletes approval of annual work plan
06/21/00 - Amends language in Part 1 and Part 2, Subpart A; Adds Parts 3 and 4.