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

Name: Finance and Facilities Committee

Date: March 17, 2015

Title: Proposed Amendments to Policy 7.1 Finance and Administrative Authority of Board, Chancellor and Presidents (Second 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
BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES

BOARD ACTION

Proposed Amendments to Board Policy 7.1 Finance and Administrative Authority
of Board, Chancellor and Presidents
(Second 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 adopts 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: March 18, 2015
Date of Implementation: March 18, 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 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
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 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.