

# MINNESOTA STATE COLLEGES AND UNIVERSITIES

## BOARD OF TRUSTEES MEETING MINUTES

NOVEMBER 14, 2007

WELLS FARGO PLACE

ST. PAUL, MINNESOTA

**Trustees Present:** Chair David Olson, Caleb Anderson, Duane Benson, Cheryl Dickson, Ruth Grendahl, Clarence Hightower, Dan McElroy, David Paskach, Thomas Renier, Christine Rice, Scott Thiss and James Van Houten

**Trustees Absent:** Michael Boulton, Ann Curme Shaw and Carol Wenner

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### 1. Call to Order

Chair David Olson called the meeting to order at 10:42 a.m. and reported that a quorum was present.

### 2. Chair's Report

#### a. Notes of Board of Trustees Retreat of October 30-31, 2007

#### b. Minutes of Board of Trustees Meeting of October 31, 2007

Chair Olson stated that the Notes of the Board of Trustees Retreat and the Minutes of the Board of Trustees Meeting would be deferred to the January meeting to allow time for review.

### 3. Consent Agenda

Trustee James Van Houten requested that the Winona State University Real Property Acquisition be removed from the Consent Agenda. The item was removed from the Consent Agenda.

#### a. Winona State University Real Property Acquisition

*Vice Chair Ruth Grendahl moved for approval of the Winona State University Real Property Acquisition. Trustee Cheryl Dickson seconded and the motion carried unanimously.*

#### b. Vermilion Community College Real Property Acquisition

Trustee Van Houten opposed the Vermilion Community College Real Property Acquisition. Trustees Thomas Renier and Clarence Hightower commented that the property acquisition is a wise investment in securing land adjacent to the college.

*Vice Chair Grendahl moved for approval of the Vermilion Community College Real Property Acquisition. Trustee Dickson seconded and the motion carried with one opposed.*

### 4. Board Policy Decisions

#### a. Internal Audit Report on Student Success Measures and Systems

*Committee Chair Scott Thiss moved that the colleges and universities need to fully implement DARS and CAS by December 31, 2007 or receive approval from the Senior Vice Chancellor and the Chair of the Audit Committee for an implementation plan and timeline later than December 31, 2007, but in no event later than the academic year. Vice Chair Grendahl seconded and the motion carried unanimously.*

**b. Recommendation of Ad Hoc Committee on System and Institutional Assessment**

Chair Olson stated that the Recommendation of the Ad Hoc Committee on System and Institutional Assessment was approved at the Board of Trustees Study Session on November 13. He commended the following members for their work and time spent in the committee: Trustees Ann Shaw, Caleb Anderson, Dan McElroy, Christine Rice and James Van Houten. Presidents Cheryl Frank, Jon Quistgaard, Don Supalla and Ann Valentine; Senior Vice Chancellor Linda Baer and Vice Chancellors Laura King, Ken Niemi and Bill Tschida; and Executive Director John Asmussen. The committee was staffed by Associate Vice Chancellor Leslie Mercer and System Research Director Craig Schoenecker.

**5. Board Standing Committee Reports**

**a. Audit Committee, Scott Thiss, Chair**

**(1) Review of Fiscal Year 2007 Audited Financial Statements**

*Committee Chair Thiss moved that the Board of Trustees approves the release of the fiscal year 2007 audited financial statements as submitted. Trustee McElroy seconded and the motion carried unanimously.*

**b. Academic and Student Affairs Committee, Dan McElroy, Chair**

**(1) Academic and Student Affairs Update**

Committee Chair Dan McElroy reported that the committee heard an update from Senior Vice Chancellor Linda Baer on the activities of the Academic and Student Affairs division.

**(2) FY 2008 Academic and Student Affairs Committee Work Plan**

Committee Chair McElroy reported that the Academic and Student Affairs Committee work plan was adopted by the committee with the option to make changes as needed.

**(3) Science, Technology, Engineering and Math (STEM)**

Committee Chair McElroy reported that the committee heard a presentation on the progress of the STEM initiative. Areas of focus for the remainder of FY 2008 were identified as priorities.

**(4) Campus Profile: Bemidji State University**

Committee Chair McElroy reported that the committee heard a profile of Bemidji State University. The profile outlined Bemidji State University's direction as it addresses the four strategic directions of the system. Committee Chair McElroy commended President Quistgaard and staff for an outstanding presentation.

**c. Joint Academic and Student Affairs and Finance, Facilities and Technology**

*Dan McElroy and Clarence Hightower, Co-Chairs*

- (1) **Minnesota Online Cost Study**  
Committee Co-Chair McElroy reported that the committees heard a presentation of the Minnesota Online Cost Study. The study provided an understanding of the cost of online instruction in relation to the cost of instruction in a classroom. Trustee McElroy noted the need for another meeting to discuss the reasonableness of costs that were determined some time ago.

**d. Diversity and Multiculturalism Committee, Duane Benson, Chair**

- (1) **Diversity and Multiculturalism Committee**  
Committee Chair Duane Benson reported that the committee heard an update from Executive Director Whitney Harris on the activities of the Diversity and Multiculturalism division.
- (2) **Update on Campus Funding for Diversity and Underrepresented Programming**  
Committee Chair Benson reported that the committee heard an update on Campus Funding for Diversity and Underrepresented Programming. In addition to ongoing recruitment, the colleges and universities are committing resources to aid in recruiting and retaining underrepresented students.
- (3) **Reaching the Hard to Reach**  
Committee Chair Benson reported that the committee heard a presentation on Reaching the Hard to Reach. The presentation provided access, opportunity and success initiative strategies undertaken by the colleges and universities.

**e. Human Resources Committee, Ruth Grendahl, Chair**

- (1) **Human Resources Update**  
Committee Chair Grendahl reported that the committee heard an update from Vice Chancellor Bill Tschida on the Human Resources division.
- (2) **Amendments to Policy 4.9, Employee Evaluation (First Reading)**  
Committee Chair Grendahl reported that the committee heard a first reading of the amendments to Policy 4.9, Employee Evaluation. This will be an action item at the January meeting.
- (3) **Succession Planning**  
Committee Chair Grendahl reported that the committee heard a report on Succession Planning. The committee will meet again in December to begin discussion for a succession plan.

- (4) Closed Session: (Pursuant to Minnesota Statute §13D.03 (2006)  
Committee Chair Grendahl reported that the committee met in a closed session for discussion on collective bargaining negotiations.

**f. Finance/Facilities Policy Committee, Clarence Hightower, Chair**

- (1) Finance, Facilities and Technology Update  
Committee Chair Hightower reported that the committee heard an update from Vice Chancellor Laura King on the Finance/Facilities division. Committee Chair Hightower noted that the committee would have a special committee meeting in December to discuss budget planning.
- (2) FY 2010-2015 Capital Budget Process Design  
Committee Chair Hightower reported that the committee heard a report on the FY 2010-2015 Capital Budget Process Design. The purpose of the report is to frame a discussion regarding potential changes to the capital budget process for the FY 2010-2015 cycle. Committee Chair Hightower reported that the committee will have further discussion at the December meeting.
- (3) FY 2009 Operating Budget Report with Tuition Plans  
Committee Chair Hightower reported that the committee heard a report on the FY 2009 Operating Budget Report with Tuition Plans. The report focused on the cost of limiting tuition increases for all colleges and universities.
- (4) Enterprise Information Technology Strategic Investment Plan Update  
Committee Chair Hightower reported that the committee heard an update on the Enterprise Information Technology Strategic Investment. Committee Chair Hightower stated that the committee will hear further information at the December meeting.
- (5) Special Project Concerning the Price of Attendance  
Committee Chair Hightower reported that due to time constraints the Special Project Concerning the Price of Attendance was deferred to a future meeting.

**6. Joint Council of Student Associations**

**a. Minnesota State College Student Association (MSCSA)**

Mr. Scott Formo, President, provided a written report to the Board of Trustees.

**b. Minnesota State University Student Association (MSUSA)**

Mr. J.J. Jouppi, Executive Director, addressed the Board of Trustees.

**7. Minnesota State Colleges and Universities' Bargaining Units**

**a. Minnesota Association of Professional Employees (MAPE)**

Mr. Rick Nelson, Business Agent, addressed the Board of Trustees.

**b. Minnesota State College Faculty (MSCF)**

Mr. Greg Mulcahey, President, addressed the Board of Trustees.

**c. Administrative and Service Faculty (ASF)**

Mr. Shahzad Ahmad, President, addressed the Board of Trustees.

**d. Inter Faculty Organization (IFO)**

Dr. Nancy Johnson Black, President, addressed the Board of Trustees.

**8. Trustees Reports**

Trustee Dickson reported that she and Trustee Van Houten served on a panel at the Minnesota State University Student Association (MSUSA) Fall Conference.

Trustee Van Houten reported that he attended the grand opening of a Veterans Resource Center at North Hennepin Community College.

**9. Chancellor's Comments**

Chancellor James McCormick welcomed the Board of Trustees and system colleagues to the meeting.

Chancellor McCormick reported that he attended the annual commission meeting of the Midwest Higher Education Compact (MHEC). A portion of the meeting's forum was the Midwestern education workforce policy initiative, with a presentation by Mark Milliron, President and CEO of Catalyze Learning international. Trustee McElroy stated that he was unable to attend the meeting but several members of the Department of Economic Employment (DEED) spoke highly of the meeting. Trustee McElroy added that the Minnesota delegation will reconvene for the purpose of coordinating a workforce strategy.

Chancellor McCormick reported that he also attended a meeting for redesigned high schools in Little Rock, Arkansas. The meeting was co-hosted by the National Council of State Legislators, the National Governors Association and the American Youth Policy Forum and underwritten by the Gates Foundation.

Chancellor McCormick concluded his remarks noting that it will be a busy time in preparation for upcoming searches.

**10. Other**

Chair Olson reported that he participated in Regional Policy Development Sessions throughout the state with the Minnesota Chamber of Commerce. He added that Trustee Thiss accompanied him on several of the visits. He also added that when his schedule permitted, he combined the meetings with visits to the college and university presidents in the respective areas. He stated that he will provide a written report on the meetings in January.

Chair Olson thanked the Trustees for attending and participating in their retreat in October. He added that it was a short turn-around between the retreat and the November Board meeting.

Chair Olson concluded his remarks noting that invitations to attend the Fall commencements have been received and he thanked the members who have agreed to attend.

**11. Requests by Individuals to Address the Board**

There were no requests to address the Board.

**12. Other Business**

No other business was brought before the Board.

**13. Adjournment**

Chair Olson adjourned the meeting at 12:25 p.m.

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Ingeborg K. Chapin  
Secretary to the Board