

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

Second Reading

BOARD ACTION

Board Meeting Restructuring: FY 2007 Calendar

BACKGROUND

At the Board of Trustees retreat on strategic planning on November 8 and 9, 2005, Board members began a discussion on how to restructure the Board meetings so that they can focus more on strategic policy issues. At the end of the retreat, Chair Hoffman announced that he would form an ad hoc committee to review the ideas that were discussed. At the Board of Trustees meeting on December 7, Chair Hoffman named the Ad Hoc Committee on Board Development that would be chaired by Vice Chair Shaw with Trustees Dickson, Ley, Olson, Paskach and Renier. The charge to the committee was to review and recommend changes to the Board's processes and structure, and to plan for a board assessment in November of 2006.

The first meeting of the committee was on January 4, 2006. They discussed their charge and expressed interest in the board orientations. The committee also agreed to retain the services of the Association of Governing Boards of Universities and Colleges for a facilitator to lead the Board's discussion on its processes and structure. The Ad Hoc Committee's recommendations will be presented to the Board in May and June for a first and second reading. Implementation will be on or before July 1, 2006.

On January 19, 2006, the Board met in a workshop facilitated by Dr. Jill Derby, a member and immediate past chair of the Board of Regents of the University and Community College System of Nevada. The purpose of the workshop was to continue the discussion on board processes and structure from the November retreat, including the role of committees, committee charges and agenda items. At the conclusion of the workshop, board members were interested in the following: reorganizing meetings so that the committee meetings would be separate from the Board meeting; incorporating progress on the Strategic Plan in the Chancellor's Comments during the Board meeting; and developing a manageable dashboard of between four and five key elements. The committee also was reminded that any structural and meeting changes were not cast in stone and could be tried as a pilot project. Dr. Derby encouraged the Board to try any new approach for one year.

On February 14, 2006, the Ad Hoc Committee reviewed the following goals that emerged from the workshop:

- Reviewing the structure, content and time spent by the Board, and recommending improvements;
- Becoming a strategic and future-oriented Board;
- Becoming a Board that does not micromanage;
- Removing barriers and be strategic in decision-making;

- Focusing on policy issues;
- Maintaining a manageable dashboard; and
- Encouraging more discussion and structure committees to accomplish goals.

The Committee directed staff to outline the number of meetings and hearings that the Board must have to govern the system. Members continued to express interest in separating the committee meetings from the Board meetings and having the Executive Committee meet at the end of the committee meeting day to set the agenda for the Board meeting.

On March 21, the Committee met and reviewed a profile of other higher education systems' committee and meeting structures. The Committee also reviewed a summary of actions that are required of the Board annually, biannually and as needed. In addition to the current meeting structure, staff outlined three options for reorganizing meetings. One option separated the committee meetings from the board meetings by a period of about three weeks. The Executive Committee would meet at the end of the committee meeting days. Another option had five committee meeting days followed by five board meetings on the next day. Executive Committee meetings were only as needed or for an emergency. The third option had a combination of board meetings and board and committee meetings on the same day with no regularly scheduled Executive Committee meetings. The committee decided they favored the first option for several reasons: it split the committee and board meetings, provided for special topics and meetings as needed, and reduced the number of meeting days from 30 to 16. The committee also decided that the first option would be more acceptable to some of the members who wanted to continue with the current meeting structure. The committee directed staff to make revisions to the first option.

On April 19, 2006, the Ad Hoc Committee met and reviewed a Board meeting calendar for FY 2007. The proposed calendar will be recommended for approval in May.

RECOMMENDED COMMITTEE ACTION:

The Ad Hoc Committee on Board Development recommends that the Board of Trustees adopt the following motion.

RECOMMENDED MOTION:

The Board of Trustees approves a new meeting schedule for the Fiscal Year 2007 calendar beginning July 1, 2006 through June 30, 2007, as shown on Attachment A. The schedule will be tried as a pilot project for one year, and it will be reviewed prior to the end of the year. In addition, the schedule may be revised during the year by the Chair of the Board to add a board, committee meeting, hearing or other special meeting, if necessary.