

# MINNESOTA STATE COLLEGES AND UNIVERSITIES

## BOARD OF TRUSTEES MEETING MINUTES

SEPTEMBER 15, 2010

WELLS FARGO PLACE

ST. PAUL, MN

**Trustees Present:** Chair Scott Thiss, Duane Benson, Cheryl Dickson, Jacob Englund, Clarence Hightower, Philip Krinkie, Dan McElroy, Alfredo Oliveira, David Paskach, Thomas Renier, Christine Rice, Louise Sundin, James Van Houten and Michael Vekich

**Trustees Absent:** Christopher Frederick

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**1. Call to Order**

Chair Scott Thiss called the meeting to order at 1:05 p.m. and reported that a quorum was present. Lieutenant Colonel Angela Steward-Randle led the assembly in the Pledge of Allegiance.

**2. Chair's Report**

**a. Minutes of Board of Trustees Study Session of July 20, 2010**

The minutes of the Board of Trustees Study Session of July 20, 2010, were approved as written.

**b. Minutes of Board of Trustees Study Session of July 21, 2010**

The minutes of the Board of Trustees Study Session of July 21, 2010, were approved as written.

**c. Minutes of Board of Trustees Meeting of July 21, 2010**

The minutes of the Board of Trustees meeting of July 21, 2010, were approved as written.

**d. Revised FY11 Meeting Calendar**

The Executive Committee meeting dates were added to the FY11 meeting calendar.

*Trustee Dan McElroy moved that the Board of Trustees approves the revised FY11 Meeting Calendar. Trustee Cheryl Dickson seconded and the motion carried unanimously.*

**e. FY10 Board Operating Budget Year-End Report**

Treasurer Duane Benson provided an overview of the FY10 Year-End Board Operating Budget Report. The Board of Trustees Operating Budget for July 1, 2009, through June 30, 2010, was \$212,500. During FY2010, the Board of Trustees spent \$170,678, or 80 percent of its budget. The balance at year-end was \$41,822, of which \$1,222 was carried forward to FY2011 for an obligation that occurred in FY2010.

**f. October 19-20, 2010 Board Retreat**

Trustee Benson reviewed the retreat agenda. He reported that he and Interim Vice Chancellor Scott Olson are in the process of retreat planning. Trustee Benson noted that he hopes for an outcome that will be the starting point of a new direction as it relates the ideas and goals of the Board. He would also like to see an outcome of what legacy the Board would like to leave behind



**b. Advancement Committee**

*Cheryl Dickson, Chair*

(1) Advancement Update

Committee Chair Cheryl Dickson reported that the committee heard updates from Director Mary Davenport, Associate Vice Chancellor Linda Kohl and Executive Director Maria McLemore on the Government Relations division, Public Affairs division and the System and Foundation Relations division, respectively.

(2) **Discuss and Select Committee Goals**

Committee Chair Dickson reported that the committee discussed and approved its goals for FY11.

(3) Trustee Visits to Campuses ó Protocols

Committee Chair Dickson reported that the committee reviewed the protocol for visits to the campuses. The visits are to acquaint the Trustees with the distinctiveness of each institution and to provide them with an informed context when making strategic and policy decisions for the system.

(4) Trustee Interaction with the Legislature

Committee Chair Dickson reported that the committee discussed their goal to increase the

(4) 60/120 Credit Length Legislative Report

Committee Chair Rice reported that the committee heard a report on the 60/120 Credit Length Legislative report. The report provided information about the status of program credit length reductions.

**d. Audit Committee**

*James Van Houten, Chair*

(1) Lgikuncvixg Awfkvqtøu Rtgugpvcvkqp qp vjg Tgrqtv qh Fkxg Cqngigu:

- Central Lakes College
- Inver Hills Community College
- Pine Technical College
- Ridgewater College
- Riverland Community College

Committee Chair James Van Houten reported that the committee heard a presentation on the Lgikuncvixg Awfkvqtøu tgrqtv qh hixg eqngigu nkuvgf cdqyg. Vjg Qhhkeg qh vjg Lgikuncvixg Awfkvqt provides for periodic audits of colleges which are not subject to annual financial statement audits. No significant findings or risks were found in the audit.

(2) Discuss Internal Audit of St. Cloud Technical and Community College

Committee Chair Van Houten reported that the committee discussed an Internal Audit of St. Cloud Technical and Community College. Due to resource constraints, the Office of the Legislative Auditor was unable to audit the college.

(3) Discuss Approved Committee Goals

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(4) Status Report on Office of the Legislative Auditor Program Evaluation Findings

Committee Chair Van Houten reported that the committee heard a report on the Office of the Legislative Auditor Program Evaluation Findings. The Audit Committee was assigned to monitor the progress made in resolving findings of the report.

**e. Human Resources Committee**

*Clarence Hightower, Chair*

(1) Human Resources Update

Committee Chair Clarence Hightower reported that the committee heard an update from Vice Chancellor Lori Lamb on the Human Resources division.

(2) Report on Board Early Separation Incentive for FY2010

Committee Chair Hightower reported that the committee heard a report on the Board Early Separation Incentive for FY2010. Bqctf Rqnke{

(3) Pay for Performance

Committee Chair Hightower reported that the committee heard a report on the background and history of Pay for Performance. Administrators, including the Chancellor, presidents and vice chancellors, historically have been paid on a performance-based model.

(4) Staffing Report

Committee Chair Hightower reported that the committee heard an update on the Human Resources Staffing report. The report is a continuation developed for review and discussion by the committee.

**(5) Discuss and Select Committee Goals**

Committee Chair Hightower reported that the committee discussed and approved its goals for FY11.

(6) Orientation for New Executives

Committee Chair Hightower reported that the committee heard a report on Orientation for New Executives. The report provided an overview of an updated and improved orientation process.

**f. Diversity and Multiculturalism Committee**

*Louise Sundin, Chair*

(1) Diversity and Multiculturalism Division Update

Committee Chair Louise Sundin reported that the committee heard an update from Executive Director Whitney Stewart Harris on the activities of the Diversity and Multiculturalism division.

**(2) Discuss and Select Committee Goals**

Committee Chair Sundin reported that the committee discussed and approved its goals for FY11.

(3) Diversity and Multiculturalism Committee/Division Work Plan for FY2011

Committee Chair Sundin reported that the committee reviewed and discussed its annual work plan.

**g. Technology Committee – Board Room**

*David Paskach, Chair*

(1) Information Technology Update

Committee Chair David Paskach reported that the committee heard an update from Vice Chancellor Darrel Huish.

**(2) Discuss and Select Committee Goals**

Committee Chair Paskach reported that the committee discussed and approved its goals for FY11.

(3) Students First Report

Committee Chair Paskach reported that the committee heard a report on Students First. Students First embodies several projects in areas key to serving the students. Chair Paskach requested that the committee receive a progress report at each meeting.

(4) Office of Legislative Auditor Compliance

Committee Chair Paskach reported that the committee heard an update on Information Vgejppnqi {øu rtqi tguu tgnvqf vq vjg QLA tgrqtv.

(5) Discuss Future Meetings

Committee Chair Paskach reported that the committee discussed its future meeting agendas.

**6. Joint Council of Student Associations**

- a. Minnesota State College Student Association (MSCSA)  
Mr. Travis Johnson, President, addressed the Board of Trustees.
- b. Minnesota State University Student Association (MSUSA)  
Mr. Andrew Spaeth, Chair, addressed the Board of Trustees.

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

- a. Administrative and Service Faculty  
Ms. Barbara Oertel, President, addressed the Board of Trustees.
- b. Inter Faculty Organization  
Dr. Donald Larsson, President, addressed the Board of Trustees.

**8. Trustees' Reports**

Chair Thiss thanked the Trustees for their participation at the Minnesota State Fair exhibit. Chair Thiss reported that he attended North Hennepin Community Collegeøu Strategy Forum in Lisle, Illinois. He announced that Trustee Rice will participate in Alexandria Technical College's Strategy Forum in November.

Trustees Sundin and Van Houten reported that they participated at the State Fair exhibit.

**9. Chancellor's Comments**

Chancellor James

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

There were no requests to address the Board.

**11. Other Business**

There was no other business to come before the Board.

**12. Adjournment**

Chair adjourned the meeting at 2:25 p.m.

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Ingeborg K. Chapin  
Secretary to the Board