

HUMAN RESOURCES COMMITTEE  
OCTOBER 22, 2014  
1:30 P.M.

MINNESOTA STATE COLLEGES AND UNIVERSITIES  
McCORMICK ROOM, FOURTH FLOOR  
307TH STREET EAST  
SAINT PAUL, MN

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In addition to board members attending in person, additional board members will participate by telephone.

Committee Chair Alexander Cirillo calls the meeting to order.

- (1) Minutes of July 23, 2014 (pp1-2)
- (2) Appointment of General Counsel (pp3-4)
- (3) Emeriti Recognition (pp. 5-6)
- (4) Authorization of Leadership Employment Agreements (pp7-8)
- (5) Executive Search Process and Onboarding (pp9-10)

Members

Alexander Cirillo, Chair  
Dawn Erlandson, Vice Chair  
Margaret Anderson Kelliher  
Kelly Charpentier Berg  
Robert Hoffman

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
HUMAN RESOURCES COMMITTEE  
MINUTES  
July 23, 2014**

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*Human Resources Committee Members Present: Thomas Renier, Chair; Margaret Anderson*

- x Requiring board approval for a chancellor employment contract, changes to a contract, salary setting or additional enumeration determination.
- x Restructure the Health Reimbursement Account by increasing the amount from \$600
- x Clarify the vacation leave transfer language for temporary administrative appointments.
- x Authorize unpaid leave of absence from current administrative position up to one year to facilitate acceptance of a new administrative position within the system.
- x Recalibrate severance formula to avoid excessive severance payments.
- x Restructure the Expense Reimbursement section for clarity. Add new student loan reimbursement stipend of up to \$2500 per year as a recruitment and retention benefit, similar to the Minnesota Nurse Association benefit.
- x Allow relocation expenses for individuals re-employed after a break in service of one year or more.
- x Allow chancellor or vice chancellor for human resources to elect provision from MAPE supplemental agreement to apply to system office administrator (institution type election procedure). No substantive enhancement in the benefit.
- x Provide for salaries of athletic directors or assistant athletic directors with head coaching responsibilities for Division I sports.

The Human Resources Committee recommended that the Board of Trustees adopt the following motion:

*The Board of Trustees approves the MnSCU Personnel Plan for Administrators for 2013-15, and authorizes the chancellor and his designees to take all measures they deem appropriate to secure the legislative approval to implement the Plan.*

The motion passed without dissent.

Meeting adjourned at 10:35 a.m.

Submitted by,  
Pa Yang, Recorder

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

Name: Human Resources Committees Date: October 22, 2014

Title: Appointment of General Counsel

Purpose (check one):

Proposed  
New Policy or  
Amendment to  
Existing Policy

Approvals  
Required by  
Policy

Other  
Approvals

Monitoring /  
Compliance

Information

Brief Description:

[Type a quote from the document or the summary of a key point. You can position the text box anywhere in the document. Use the Drawing Tools tab to change the formatting of the pull quote text box.]

Scheduled Presenter(s):

Steven Rosenstone, Chancellor

BOARD OF TRUSTEES  
MINNESOTA STATE COLLEGES AND UNIVERSITIES

BOARD ACTION

APPOINTMENT OF GENERAL COUNSEL

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

Name: Human Resources Committees Date: October 22, 2014

Title: Emeriti Recognition

Purpose (check one):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Proposed<br>New Policy or<br>Amendment to<br>Existing Policy | <input checked="" type="checkbox"/> Approvals<br>Required by<br>Policy | <input type="checkbox"/> Other<br>Approvals |
| <input type="checkbox"/> Monitoring /<br>Compliance                                   | <input type="checkbox"/> Information                                   |   |

Brief Description:

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Scheduled Presenter(s):

Steven Rosenstone



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

Name: Human Resources Committees Date: October 22, 2014

Title: Authorization of Leadership Employment Agreements

Purpose (check one):

- Proposed New Policy or Amendment to Existing Policy
- Approvals Required by Policy
- Other Approvals
- Monitoring / Compliance
- Information

Brief Description:

Pursuant to the MnSCU Personnel Plan for Administrators, the Board of Trustees may authorize the chancellor to enter into employment agreements with the presidents and vice chancellors.

Scheduled Presenter(s):

Steven Rosenstone



BOARD OF TRUSTEES  
MINNESOTA STATE COLLEGES AND UNIVERSITIES

BOARD ACTION

AUTHORIZATION OF LEADERSHIP EMPLOYMENT AGREEMENTS

1 BACKGROUND

2 Pursuant to the MnSCU Personnel Plan for Administrators, the Board of Trustees may authorize  
3 the chancellor to enter into employment agreements with the presidents and vice chancellors. At  
4 this time, Chancellor Rosenstone requests the board of Trustees to authorize the chancellor to enter into  
5 employment agreements during FY-15/16.

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7 RECOMMENDED COMMITTEE ACTION

8 The Human Resources Committee recommends that the Board of Trustees adopt the following  
9 motion.

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11 RECOMMENDED MOTION

12 The Board of Trustees authorizes the chancellor, in consultation with the chair of the  
13 Board of Trustees and chair of the Human Resources Committee, to enter into  
14 employment agreements with presidents and vice chancellors during FY-15/16.

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16

17 Date of Approval: October 22, 2014

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

Name: Human Resources Committees Date: October 22, 2014

Title: Executive Search Process and Onboarding

Purpose (check one):

Proposed  
New Policy or  
Amendment to  
Existing Policy

Approvals  
Required by  
Policy

Other  
Approvals

Chancellor Steven Rosenstone and Chief of Staff Nancy Joyer will present an overview of the

Scheduled Presenter(s):

Steven Rosenstone, Chancellor  
Nancy Joyer, Chief of Staff

BOARD OF TRUSTEES  
MINNESOTA STATE COLLEGES AND UNIVERSITIES

INFORMATION ITEM

EXECUTIVE SEARCH PROCESS AND ONBOARDING