



# MINNESOTA STATE

Extraordinary Education.  
Exceptional Value.



**Vice Chancellor for Human Resources**  
*System and Position Profile*

## POSITION AND SYSTEM PROFILE



### Minnesota State invites applications and nominations for the position of Vice Chancellor for Human Resources

The Vice Chancellor for Human Resources provides overall strategic human resources leadership and serves as chief labor relations officer for the enterprise.

The vice chancellor serves in the chancellor's cabinet and is responsible for designing and executing HR strategy in support of the Minnesota State strategic positioning.

In consultation with college and university constituencies, the vice chancellor is responsible for monitoring and evaluating policy regarding faculty and staff relations and talent development and retention at the 37 colleges and universities and system office.



### About Minnesota State

Minnesota State is the largest single provider of higher education in the state. With 37 institutions, including 30 community and technical and seven state universities, Minnesota State serves 58 percent of the state's undergraduate student population.

Students and employers alike count on Minnesota State to provide an extraordinary education. Our colleges and universities are accredited by the Higher Learning Commission, and many of the academic programs offered have received specialized accreditations.

The system employs more than 16,000 people, many of whom are represented by one of several bargaining units and personnel plans. The bargaining units include:

- Inter Faculty Organization
- Minnesota State College Faculty
- Minnesota State University Association of Administrative and Service Faculty
- American Federation of State, County and Municipal Employees
- Minnesota Association of Professional Employees
- Minnesota Government Engineers Council
- Middle Management Association
- Minnesota Nurses Association

On March 2, 2018, the Board of Trustees of Minnesota State Colleges and Universities named Devinder Malhotra as chancellor of Minnesota State. Malhotra had been serving as interim chancellor since August 2017. [MinnState.edu/system/chancellor](http://MinnState.edu/system/chancellor)

Under the direction of the Board of Trustees, the chancellor is the chief executive officer of Minnesota State and is responsible for providing academic leadership to the system's 37 colleges and universities, ensuring effective and efficient management and operation of the system so that Minnesota State can meet the current and long-term educational needs of all Minnesotans.

Minnesota State's 15-member Board of Trustees is appointed by the Governor and has policy responsibility for system planning, academic programs, fiscal management, personnel, admissions requirements, tuition and fees, and rules and regulations. [MinnState.edu/board](http://MinnState.edu/board)



### Diversity and Inclusion

Minnesota State has made tremendous progress in the diversification of its workforce and student body:

- Women comprise fully one-half of those in senior leadership positions.
- One-third of the system's 30 presidents are people of color or American Indian, as are one-quarter of recently hired professional, managers, and administrators.
- One quarter of the students served across the state are students of color or American Indian students - a 61% increase over the past decade



## Strategic Human Resources Initiatives

Minnesota State is midway through a major change initiative in human resources administration. Groundwork has been laid for a new common business practice model for Minnesota State systemwide HR transactional delivery, which involved moving transactional work to four regional service centers.

The new model allows the campus HR teams to focus on the needs of their institution and serve as strategic partners engaged in transformational rather than transactional work, such as:

- Campus Culture and Employee Engagement
- Change Management
- Diversity, Equity, and Inclusion
- Employee and Labor Relations
- Employee and Leadership Development
- Intentional Recruitment and Retention
- New Employee Onboarding
- Organizational Development
- Performance Management
- Strategic Workforce Planning and Design
- Succession Planning

The four regional HR service centers will:

- Deliver cost-effective, high-quality HR transactional services to their client colleges and universities
- Provide subject matter expertise on HR transactional activities to support campus HR teams
- Focus on continuous improvement and establish common business practices to mitigate risk and ensure accuracy
- Provide systemwide business continuity for HR transactional services in the event of emergency or unforeseen situations at any regional HR service center

## Qualifications

- » Bachelor's degree in Human Resource Management, Business, or related area is required; advanced degree is preferred.
- » A minimum of 10 years of successful and progressive human resources leadership experience in a large, diverse, and complex organizational setting.
- » Solid employee relations/labor relations experience, including negotiating and managing collective bargaining agreements and maintaining sound relationships with union representatives in a complex, public collective bargaining environment.
- » Experience successfully leading, communicating, and executing large scale organizational change.
- » Evidence of excellent writing, speaking, and interpersonal and intercultural communication skills.
- » Demonstrated experience in strategic planning.
- » Demonstrated leadership as an innovative, nimble, creative thinker who is comfortable with ambiguity.
- » Demonstrated ability to foster participation of others and to work effectively and collaboratively with faculty, senior administrators, board, and staff.
- » Demonstrated experience advancing diversity and the creation of inclusive work environments.

## Nominations/Application Process

Nominations and application materials should be submitted by the target date of **September 4, 2018** although expressions of interest may be considered until the position is filled.

Application materials must include: 1) a letter of interest stating how the candidate's experiences and qualifications connect with the required/preferred characteristics and strategic priorities expressed in the position prospectus; 2) a resume; and 3) the names, addresses, telephone numbers, and email addresses of five references for future contact, including the candidate's professional relationship with each reference listed. References will only be contacted with permission of the candidates.

Application and nomination materials should be submitted electronically to: [MinnStateVCHR@agbsearch.com](mailto:MinnStateVCHR@agbsearch.com). A complete position prospectus may be found at [www.agbsearch.com](http://www.agbsearch.com).

Assisting the search will be Alan N. Crist, Ph.D. and Jean Kim, Ed.D., Executive Search Consultants, AGB Search, [al.crist@agbsearch.com](mailto:al.crist@agbsearch.com), 608.695.0217 and [jean.kim@agbsearch.com](mailto:jean.kim@agbsearch.com), 303.638.7811.

Prospective candidates are encouraged to initiate a conversation about this opportunity through email contact with either Dr. Crist or Dr. Kim prior to submitting materials.

*The target start date for the new Vice Chancellor of Human Resources is December 1, 2018.*

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30 East 7th Street, Suite 350  
St. Paul, MN 55101

651-201-1800  
888-667-2848

**MinnState.edu**

The Minnesota State Colleges and Universities system is an Equal Opportunity Educator and Employer. Candidates with hearing or speech disabilities may contact us via preferred telecommunications relay services.