



March 2023 board and committee meetings

Minnesota State Colleges and Universities

System office, 30 East 7th Street, St. Paul, MN

Mar 21, 2023 12:00 PM - Mar 22, 2023 2:15 PM CDT

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Board of Trustees
March 21 - 22, 2023
McCormick Room, 4th floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings. Interested parties can listen to the live stream of the proceedings from the [Board website](#). Other board members may be present at committee meetings constituting a quorum of the board.

Tuesday, March 21, 2023

- 12:00 p.m. Academic and Student Affairs Committee, Cheryl Tefer, Chair
- 1. Minutes of January 25, 2023**
 - 2. Proposed Amendment to Board Policy 2.8 Student Life (Second Reading)**
 3. Proposed Amendment to Board Policy 3.24 College or University Type and Mission, System Mission (First Reading)
 4. Proposed Amendment to Board Policy 3.32 Faculty Qualifications (First Reading)
 5. Minnesota State Strategic Enrollment Management Approach
- 1:15 p.m. Audit Committee, Alex Cirillo, Chair
- 1. Minutes of January 24, 2023**
 2. Project Results: Financial Internal Control Assessments
 3. Federal Compliance Testing Over Student Financial Assistance and Higher Education Emergency Relief Fund Programs
- 2:15 p.m. BREAK
- 2:30 p.m. Diversity, Equity and Inclusion Committee, George Soule, Chair
- 1. Minutes of June 21, 2022 Joint Meeting of Diversity, Equity and Inclusion and Workforce and Organizational Effectiveness Committees**
 - 2. Minutes of June 22, 2022**
 3. Equity 2030 in Action: Campus Stories
- 3:15 p.m. Closed Session: Audit and Finance and Facilities Committees, Alex Cirillo and Jay Cowles, Co -Chairs
- Pursuant to Minn. Stat. § 13D.05, Subd. 3d, Meetings Having Data Classified as Not Public*
1. Project Results: Controlled Use of Administrative Privileges
- 4:15 p.m. Meetings end

Wednesday, March 22, 2023

- 9:00 a.m. Closed Session: Workforce and Organizational Effectiveness Committee, George Soule, Chair
Pursuant to Minn. Stat. § 13D.03, Closed Meetings for Labor Negotiations Strategy
1. Update on Labor Negotiations Strategy
- 9:30 a.m. BREAK
- 9:45 a.m. Finance and Facilities Committee, Jay Cowles, Chair
1. Minutes of January 24, 2023
2. Contracts Requiring Board Approval
a. Customized Training, Dakota County Technical College
b. Marketing/Advertising Contract, Winona State University
c. Library Renovation and Tutor and Learning Center Consolidation, Lake Superior College
d. Window and Siding Replacement, Williams Hillside Apartments, Minnesota State Community and Technical College - Fergus Falls Campus
e. Parking Lot #6 Pavement Rehabilitation, Normandale Community College
f. Library Building Renovation Construction Contract – Phase 1, Normandale Community College
g. Construction Phase 2 Locker Room Project, Riverland Community College
h. Campus-wide Door Hardware and Access, Rochester Community and Technical College
i. Heintz Center South Parking Lot Improvements, Rochester Community and Technical College
3. Environmental Health and Safety Overview
4. Proposed Amendment to Board Policy 5.24 Safety and Security Compliance (First Reading)
- 12:00 p.m. Workforce and Organizational Effectiveness Committee, George Soule, Chair
1. Minutes of January 25, 2023
2. Appointment of President for Minnesota State University Moorhead
- 12:30 p.m. Lunch, 3309/3310
- 1:15 p.m. Board of Trustees, Roger Moe, Chair

Bolded items indicate action is required.

FY2023 and FY2024 Board Meeting Dates

The meeting calendar is subject to change. Changes to the calendar will be publicly noticed on the board website.

Revised FY2023 Meeting Calendar

NOTE: if agendas require less time, the second date will be cancelled for joint Board and Leadership Council meetings and the first date will be cancelled for all other meetings

MEETINGS	OTHER IMPORTANT DATES
<p>July 19-20, 2022 Board Meeting/Combined meeting Leadership Council Location: System office</p>	
<p>August 2022 New Trustee Orientation – date TBD pending governor appointments</p>	
<p>September 7, 2022 Executive Committee</p> <p>September 20-21, 2022 Board Retreat Location: Riverland Community College</p>	
<p>October 5, 2022 Executive Committee</p> <p>October 18-19, 2022 Committee / Board Meetings</p>	<p><i>ACCT Leadership Congress: October 26-29, 2022, New York</i></p>
<p>November 2, 2022 Executive Committee</p> <p>November 15-16, 2022 Committee / Board Meetings Combined with Leadership Council Location: TBD</p>	

MEETINGS	OTHER IMPORTANT DATES
<p>December 2022 No meetings</p>	
<p>January 4, 2023 Executive Committee</p> <p>January 24-25, 2023 Committee/Board Meetings Combined meeting with Leadership Council Location: TBD</p>	
<p>February 2023 No meetings</p>	<p><i>ACCT National Legislative Summit: February 5-8, 2023, Washington, D.C.</i></p>
<p>March 1, 2023 Executive Committee</p> <p>March 21-22, 2023 Committee / Board Meetings</p>	
<p>April 5, 2023 Executive Committee</p> <p>April 18-19, 2023 Committee / Board Meetings</p>	<p><i>AGB National Conference on Trusteeship: April 2-4, 2023, San Diego</i></p>
<p>May 3, 2023 Executive Committee</p> <p>May 16-17, 2023 Committee / Board Meetings</p>	
<p>June 7, 2023 Executive Committee</p> <p>June 20-21, 2023 Committee / Board Meetings</p>	

Proposed FY2024 Meeting Calendar

MEETINGS	OTHER IMPORTANT DATES
<p>July 18-19, 2023 Board Meeting/Combined meeting Leadership Council Location: TBD</p>	
<p>August 2023 New Trustee Orientation – date TBD pending governor appointments</p>	
<p>September 19-20, 2023 Board Retreat Location: TBD</p>	
<p>October 4, 2023 Executive Committee</p> <p>October 17-18, 2023 Committee / Board Meetings</p>	<p><i>ACCT Leadership Congress:</i> October 9-12, 2023, Las Vegas</p>
<p>November 1, 2023 Executive Committee</p> <p>November 14-15, 2023 Committee / Board Meetings Combined with Leadership Council Location: TBD</p>	
<p>December 2023 No meetings</p>	
<p>January 3, 2024 Executive Committee</p> <p>January 23-24, 2024 Committee/Board Meetings Combined meeting with Leadership Council Location: TBD</p>	
<p>February 2024 No meetings</p>	

MEETINGS	OTHER IMPORTANT DATES
<p>March 6, 2024 Executive Committee</p> <p>March 19-20, 2024 Committee / Board Meetings</p>	
<p>April 3, 2024 Executive Committee</p> <p>April 16-17, 2024 Committee / Board Meetings</p>	
<p>May 1, 2024 Executive Committee</p> <p>May 21-22, 2024 Committee / Board Meetings</p>	
<p>June 5, 2024 Executive Committee</p> <p>June 18-19, 2024 Committee / Board Meetings</p>	

National Higher Education Conferences:

AGB is the Association of Governing Boards of Universities and College

ACCT is the Association of Community College Trustees

Committee Rosters*
2022- 2023

Executive

Roger Moe, Chair
George Soule, Vice Chair
Jay Cowles, Treasurer
Dawn Erlandson
April Nishimura
Kathy Sheran
Cheryl Tefer

Academic and Student Affairs

Cheryl Tefer, Chair
Alex Cirillo, Vice Chair
Victor Ayemobuwa
Jerry Janezich
Javier Morillo
Kathy Sheran
New Student Trustee 1

President Liaisons:
Deidra Peaslee
Scott Olson

Audit

Alex Cirillo, Chair
Jay Cowles, Vice Chair
Dawn Erlandson
Tim Huebsch
April Nishimura
New Student Trustee 2

President Liaisons:
Lori Kloos
Anne Blackhurst

Diversity, Equity, and Inclusion

George Soule, Chair
Javier Morillo, Vice Chair
Victor Ayemobuwa
Jim Grabowska
April Nishimura
Kathy Sheran
New Student Trustee 2

President Liaisons:
Annette Parker
Ginny Arthur

Finance and Facilities

Jay Cowles, Chair
April Nishimura, Vice Chair
Victor Ayemobuwa
Jim Grabowska
Tim Huebsch
Jerry Janezich
Kathy Sheran

President Liaisons:
Joe Mulford
Edward Inch



Outreach and Engagement Committee

Dawn Erlandson, Chair
Jerry Janezich, Vice Chair
Alex Cirillo
Jim Grabowska
Cheryl Tefer

New Student Trustee 1

New Student Trustee 2

President Liaisons:

Michael Raich

Kumara Jayasuriya

Workforce and Organizational

Effectiveness

George Soule, Chair
Kathy Sheran, Vice Chair
Dawn Erlandson
Tim Huebsch
Javier Morillo
Cheryl Tefer

New Student Trustee 1

President Liaisons:

Carrie Brimhall

Robbyn Wacker

Nominating Committee

Jerry Janezich, Chair
Jay Cowles, Vice Chair
Cheryl Tefer

Chancellor Performance Review

Roger Moe, Chair
George Soule, Vice Chair
Alex Cirillo
April Nishimura



Academic and Student Affairs Committee
March 21, 2023
12:00 p.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings.

- 1. Minutes of January 25, 2023**
- 2. Proposed Amendment to Board Policy 2.8 Student Life (Second Reading)**
3. Proposed Amendment to Board Policy 3.24 College or University Type and Mission, and System Mission (First Reading)
4. Proposed Amendment to Board Policy 3.32 Faculty Qualifications (First Reading)
5. Minnesota State Strategic Enrollment Management Approach

Committee Members

Cheryl Tefer, Chair
Alex Cirillo, Vice Chair
Victor Ayemobuwa
Jerry Janezich
Javier Morillo
Kathy Sheran

President Liaisons

Scott Olson
Deidra Peaslee

Bolded items indicate action required.





**Academic and Student Affairs Committee
Meeting Minutes
January 25, 2023**

A meeting of the Academic and Student Affairs Committee of the Board of Trustees was held on January 25, 2023.

Committee members present: Alex Cirillo, Vice Chair; Victor Ayemobuwa, Jerry Janezich, and Kathy Sheran

Committee members absent: Cheryl Tefer, Javier Morillo

Other board members present: Roger Moe, Jay Cowles, Dawn Erlandson, Rudy Rodriguez, George Soule, Jim Grabowska, Tim Huebsch, April Nishimura

Staff present: Devinder Malhotra, Chancellor; Satasha Green-Stephen, Sr. Vice Chancellor for Academic and Student Affairs

The meeting materials for this meeting are available [here](#) starting on page 84. An audio recording of the meeting is available [here](#).

Committee Vice Chair Cirillo called the meeting to order at 11:08 a.m.

Agenda Item 1: Approval of the Meeting Minutes for January 25, 2023

Committee Chair Tefer asked if there were any changes or amendments to the minutes, then asked for a motion to approve. Trustee Cirillo made the motion and Trustee Janezich provided a second.

A roll call vote was conducted, and the minutes were approved unanimously.

Agenda Item 2: Proposed Amendment to Board Policy 2.8 Student Life (First Reading)

Committee Vice Chair Cirillo invited Sr. Vice Chancellor Satasha Green-Stephen to present on proposed amendment to Board Policy 2.8 Student Life, as detailed in the meeting materials. The meeting materials for this item begin on page 87.

Committee Vice Chair Cirillo asked the committee to consider the following recommended committee motion:

The Academic and Student Affairs Committee recommends that the Board of Trustees approve the proposed amendment to Policy 2.8 Student Life

Trustee Cirillo made the motion and Trustee Janezich seconded. A roll call was conducted. The vote was as follows:

Trustee Ayemobuwa	Yes
Trustee Janezich	Yes
Trustee Morillo	Yes
Trustee Sheran	Yes
Trustee Cirillo	Yes

Agenda Item 3: Review of Board Policy 3.42 Posthumous Academic Awards

Committee Vice Chair Cirillo invited Sr. Vice Satasha Green-Stephen to present on review of Board Policy 3.42, as detailed in the meeting materials. The meeting materials for this item begin on page 91.

Although this is an informational item, the Board of Trustees recommended approval of the review of Policy 3.42 Posthumous Academic Awards.

Trustee Cirillo made the motion and Trustee Janezich seconded. A roll call was conducted. The vote was as follows:

Trustee Ayemobuwa	Yes
Trustee Janezich	Yes
Trustee Morillo	Yes
Trustee Sheran	Yes
Trustee Cirillo	Yes

Agenda Item 4: Institutional and Specialized Accreditation

Committee Vice Chair Cirillo invited Sr. Vice Chancellor Satasha Green-Stephen along with guest presenters listed, to present Institutional and Specialized Accreditation as detailed in the meeting materials. The meeting materials for this item begin on page 93.

- Jesse Mason, Interim Associate Vice Chancellor for Academic Affairs
- Nerita Hughes, Interim Associate Vice President of Academic Affairs and Workforce Innovation, North Hennepin Community College
- Mary Fenske, Paralegal Program Director, North Hennepin Community College
- Rebecca Bates, Professor and Chair, Department of Integrated Engineering, Minnesota State University, Mankato
- Cody Mann, Director of Operations, Iron Range Engineering

- Jayant Anand, Dean of the School of Science, Technology, Engineering and Math, North Hennepin Community College
- Ashley Martin, Medical Laboratory Technology Coordinator and Faculty, North Hennepin Community College
- Louise Millis, Medical Laboratory Science and Histotechnician Program Director and Professor of Biology, St. Cloud State University

This being an informational item, there was no vote taken.

Adjournment

The committee chair adjourned the meeting at 12:14 p.m.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Academic and Student Affairs Committee

DATE: March 21, 2023

TITLE: Proposed amendment to Board Policy 2.8 Student Life (Second Reading)

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

PRESENTERS

Satasha Green-Stephens, Senior Vice Chancellor for Academic and Student Affairs

PURPOSE

Board Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration, Part 6. Board Policies and System Procedures requires board review and approval of proposed board policy changes and that each board policy is reviewed at least once every five years.

BACKGROUND INFORMATION

The proposed amendment adds a reference to the consultation process in System Procedure 2.3.1 Student Involvement in Decision-Making to Part 3, Subpart D. Authority for expenditures. Several minor edits were also made to improve the clarity the language.

RECOMMENDED COMMITTEE MOTION (SECOND READING)

The Academic and Student Affairs Committee recommends that the Board of Trustees approve the proposed amendment to Board Policy 2.8 Student Life.

RECOMMENDED BOARD MOTION (SECOND READING)

The Board of Trustees approve the proposed amendment to Board Policy 2.8 Student Life.

Date Presented to the ASA Committee: 03/21/23
Date Presented to the Board of Trustees: 03/22/23
Date of Implementation: 03/22/23

PROPOSED CHANGES (SECOND READING)

Single underlining represents proposed new language.

Strikeouts represent existing language proposed to be removed.

1 2.8 Student Life

2

3 Part 1. Purpose

4 To provide student life programing resulting in a wide range of student activities that contribute to the
5 educational, cultural, or physical well-being of the student body.

6

7 Part 2. Student Life/Activity Program

8 Colleges and universities shall establish a student life/activity program. The revenue generated by the
9 student life/activity fee authorized by Board Policy 5.11 Tuition and Fees and by System Procedure

10 5.11.1 Tuition and Fees must be used to fund student activities as defined in Minn.~~esota~~ Stat.~~ute~~

11 ~~Section~~§ 136F.01, Subd. 5. The student life/activity program must be administered in accordance with
12 board policies and system procedures and consistent with Minn. Stat. §136F.72, Subd. 3.

13

14 Part 3. Student Life Committee

15

16 Subpart A. Establishment and membership.

17 Each college and university shall have one or more student life/activity committees, as appropriate.

18 The campus student association(s) may serve in this capacity. The campus student association(s)

19 shall appoint the student members of the student life/activity committee(s). The campus student

20 association shall establish the membership structure of the student life/activity committee, and at

21 least two-thirds of the membership must be ~~made up of~~ students.

22

23 After consulting with the college or university president or designee, the campus student
24 association(s) may review and amend the membership structure of the student life/activity
25 committee to take effect in the next academic year.

26

27 Subpart B. Committee responsibility

28 The committee(s) shall annually recommend to the campus student association(s) the amount of the

29 fee in the ensuing fiscal year, the allocation of revenues, policies and procedures for oversight of the

30 student life/activities budget, and expenditures consistent with college or university policies and

31 procedures, ~~and~~ Board Policy 5.11 Tuition and Fees, ~~and~~ System Procedures 5.11.1 Tuition and Fees

32 and 2.8.1 Student Life.

33

34 Subpart C. Campus student association

35 On each campus, the student life/activity fee must fund the campus student association as defined
36 in Board Policy 2.1 Campus Student Associations.

37

38 Subpart D. Authority for expenditures

39 The president of the college or university shall approve, reject, or modify the student life/activity fee
40 and/or budget and authorize the collection and expenditure of such fees. In alignment with System

41 Procedure 2.3.1 Student Involvement in Decision-Making, ~~the~~ college or university shall consult

42 with the campus student association(s) ~~must be consulted on~~ regarding any modification to their

43 budget and expenditure recommendation prior to implementation. Student life/activity fund

44 balances must carry-over into the next fiscal year.

45

46 Subpart E. Budget reserves

47 Budget reserves may be established for the student life/activity funds. The status of such reserves
48 must be reported annually to the student life/activity committee and campus student association.

Related Documents

- [Board Policy 2.1](#) Campus Student Associations
- [Board Policy 5.11](#) Tuition and Fees
- [System Procedure 2.3.1 System Procedure 2.3.1 Student Involvement in Decision-Making](#)
- [System Procedure 2.8.1](#) Student Life
- [System Procedure 5.11.1](#) Tuition and Fees

To view the following related statutes, go to the Revisor's Web site (www.revisor.mn.gov). You can conduct a search from this site by typing in the statute number.

- Minn. Stat. § 135A.0434 Mandatory Student Activity Fees Referendum
- Minn. Stat. § 136F.01 Definitions, Subd. 5 Student activities

Policy History

Date of Adoption: 7/18/95
Date of Implementation: 7/18/95
Date of Last Review: 05/16/18

Date and Subject of Amendment:

XX/XX/23 – In Part 3, Subpart D, added a reference to the consultation language in System Procedure 2.3.1 Student Involvement in Decision-Making and used the active voice for the entire section.

05/16/18 – Updated the policy language, relocated the viewpoint neutral language to the corresponding System Procedure 2.8 Student Life, and applied the new formatting and writing styles.

6/16/04 - added a new Part 1 Student Life/Activity Program; deleted definitions; amended Part 2, Subpart A and Subpart B; Deleted Subpart C Budget Preparations; former Subpart D became the new Subpart C; Added a new Subpart D and Subpart E; Deleted Part 3.

Additional [HISTORY](#)



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Academic and Student Affairs

DATE: March 21, 2023

TITLE: Proposed Amendment to Board Policy 3.24 College or University Type and Mission, and System Mission (First Reading)

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

PRESENTERS

Satasha Green-Stephens, Senior Vice Chancellor for Academic and Student Affairs

PURPOSE

Board Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration, Part 6. Board Policies and System Procedures requires board review and approval of proposed changes to board policy and that each board policy is reviewed at least once every five years.

BACKGROUND INFORMATION

The proposed amendment to Board Policy 3.24 consists of updating the title, creating new Part 2. Authority, adding the definition of strategic plan, reorganizing the definition section alphabetically, and adding new Part 7. Review of Strategic Plans.

RECOMMENDED COMMITTEE MOTION (FIRST READING DRAFT)

The Academic and Student Affairs Committee recommends that the Board of Trustees approve the proposed amendment to Policy 3.24.

RECOMMENDED BOARD MOTION (FIRST READING DRAFT)

The Board of Trustees approves the proposed amendment to Policy 3.24.

Date Presented to the xxx Committee: 03/21/23
Date Presented to the Board of Trustees: First reading – no action taken.
Date of Implementation: TBD

PROPOSED CHANGES (FIRST READING DRAFT)

Single underlining represents proposed new language.

Strikeouts represent existing language proposed to be removed.

3.24 College or University Type, ~~and~~ Mission, and Strategic Plan, and ~~System~~ Minnesota State Mission and Vision

Part 1. Purpose

To establish conditions and processes for the review of college and university types, ~~and~~ missions, and strategic plans, and ~~system~~ Minnesota State mission, ~~in accordance with Minn. Stat. § 136F.05 Missions.~~

Part 2. Authority

Minn. Stat. 136F.05 Missions requires the colleges and universities of Minnesota State to establish their own distinct missions within certain parameters and with the approval of the Board of Trustees. Minn. Stat. §135A.052 Postsecondary Missions recognizes each type of postsecondary institution in the state and their distinct missions.

Part ~~32~~. Definitions

The following definitions apply to this policy and ~~related procedure~~ System Procedure 3.24.1.

College or university

Technical colleges, community colleges, consolidated community and technical colleges, and state universities within Minnesota State, as defined in Minn. Stat. § 135A.052, Sub. 1.

Mission

The distinct purpose of the college, university, or Minnesota State ~~system~~.

Strategic Plan

The college or university 2 to 5-year strategic plan.

Vision

The aspirations of the college, university, or Minnesota State ~~system~~.

~~College or university~~

~~Technical colleges, community colleges, consolidated community and technical colleges, and state universities, as defined in Minn. Stat. § 135A.052, Sub. 1.~~

Part ~~43~~. Change in College or University Type

A request for a change in college or university type is subject to approval by the ~~B~~ board of ~~Trustees~~, following a first and second reading in accordance with Board Policy 1A.1 Part 6, Subpart A. The chancellor shall promulgate procedures to guide the board's review of a change in college or university type.

40

41 **Part 54. Approval of College or University Mission Statement**

42 A college or university mission statement requires board approval. The chancellor has authority
43 to approve minor revisions to an approved mission statement. The mission of a college or
44 university must support achievement of the ~~system~~ Minnesota State mission and provide a
45 foundation for evaluation, accountability, and regional accreditation. Each college or university,
46 with consultation from students, faculty, staff, and members of the local civic, nonprofit, and
47 business communities, must be given considerable latitude to express its mission.

48

49 **Part 65. Review and Approval of the ~~System~~ Minnesota State Mission and Vision**

50 The ~~Board of Trustees~~ board shall periodically review, revise as appropriate, and approve the
51 ~~system~~ Minnesota State mission and vision. The mission and vision must advance the higher
52 education needs of the state. The board shall assure there is consultation with students,
53 faculty, staff, and essential members of the state.

54

55 **Part 7. Review of Strategic Plans**

56 Upon request, colleges and universities shall submit their institutional strategic plans to the chancellor.

Related Documents:

- [Board Policy 1A.1](#) Minnesota State Colleges and Universities Organization and Administration
- [System Procedure 3.24.1](#) College or University Type and Mission, and Minnesota State ~~system~~ Mission
- [Higher Learning Commission \(HLC\) Policy](#) on Criteria for Accreditation, Criterion 1. Mission

To view the following related statutes, go to the Revisor's Web site (<https://www.revisor.mn.gov/>). You can conduct a search from this site by typing in the statute number.

- Minn. Stat. §136F.05 Missions
- Minn. Stat. §135A.052 Postsecondary Missions

Policy History

Date of Adoption: 06/16/99
Date of Implementation: 07/01/99
Date of Last Review: 05/16/18

Date & Subject of Amendments:

Xx/xx/23 – Full review, changed title from “College or University Type and Mission” to “College or University Type, Mission, and Strategic Plans, and Minnesota State Mission and Vision”, relocated 136F.05 statutory reference from Part 1 to new Part 2. Authority, replaced “system” with “Minnesota State” throughout procedure, added new Part 6. Review and Approval of Strategic Plans.

05/16/18 - Policy was reviewed and amended throughout to provide more concise language. Applied the new formatting and writing styles, which resulted in multiple technical edits.

Additional [HISTORY](#)



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Academic and Student Affairs

DATE: March 21, 2023

TITLE: Proposed Amendment to Board Policy 3.32 Faculty Qualifications (First Reading)

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

PRESENTERS

Satasha Green-Stephens, Senior Vice Chancellor for Academic and Student Affairs

PURPOSE

Board Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration, Part 6. Board Policies and System Procedures requires board review and approval of proposed changes to board policy and that each board policy is reviewed at least once every five years.

BACKGROUND INFORMATION

The proposed amendment to Board Policy 3.32 consists of updating the definition for the Higher Learning Commission.

RECOMMENDED COMMITTEE MOTION (FIRST READING DRAFT)

The Academic and Student Affairs Committee recommends that the Board of Trustees approve the proposed amendment to Policy 3.32.

RECOMMENDED BOARD MOTION (FIRST READING DRAFT)

The Board of Trustees approves the proposed amendment to Policy 3.32.

Date Presented to the xxx Committee: 03/21/23
Date Presented to the Board of Trustees: First reading – no action taken.
Date of Implementation: TBD

PROPOSED CHANGES (FIRST READING DRAFT)

Single underlining represents proposed new language.

Strikeouts represent existing language proposed to be removed.

1 3.32 Faculty Qualifications

2

3 Part 1. Purpose

4 To ensure that qualified individuals perform faculty work in the colleges and universities of Minnesota
5 State.

6

7 Part 2. Definitions

8

9 Credential evaluation

10 The process for evaluating an individual's education and experiences in accordance with established
11 minimum qualifications.

12

13 Faculty member and faculty work

14 Individuals who teach credit-based courses, engage in research, and/or provide a variety of
15 academic services for the direct learning benefit of students.

16

17 Higher Learning Commission (HLC)

18 ~~One of six regional institutional accreditors in the United States. HLC accredits degree-granting post-~~
19 ~~secondary educational institutions in the North Central region, which includes Minnesota. The~~
20 ~~colleges and universities of Minnesota State are members of HLC.~~

21

22 An independent corporation that is one of the institutional accreditors in the United States. HLC
23 accredits degree-granting post-secondary educational institutions in the North Central region
24 (including Minnesota) and is recognized as an accreditor by the United States Secretary of
25 Education.

26

27 Minimum qualifications

28 The minimum requirements used in credential evaluations.

29

30 Part 3. Policy Statement

31 An individual offered employment as a faculty member or any individual assigned to perform faculty
32 work shall meet established minimum qualifications. Minimum qualifications established for faculty
33 work will meet the guidelines and assumed practices set forth by HLC.

Related Documents:

- [Procedure 3.32.1 College Faculty Credentialing](#)

Policy History:

Date of Adoption: 12/07/05

Date of Implementation: 07/01/06

Date of Last Review: 11/15/17

Date & Subject of Amendments:

Xx/xx/2023 – Full review, updated the definition of the Higher Learning Commission.

11/14/2017 – Changed title from College Faculty Credentialing to Faculty Qualifications. Added university faculty to the scope of the policy. Deleted outdated definitions and policy language regarding assigned, license, and credential fields.

No additional HISTORY



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Academic and Student Affairs

DATE: March 21, 2023

TITLE: Strategic Enrollment Management Approach

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

PRESENTERS

Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs
 Paul Shepherd, Interim Associate Vice Chancellor for Student Affairs and Enrollment Management
 Lynn Akey, Vice President for Student Success, Analytics and Integrated Planning, Minnesota State University, Mankato

PURPOSE

The purpose of this informational presentation is to provide an update on efforts involving the system office team and leaders at Minnesota State colleges and universities to identify ways the system office can support strategic enrollment management planning at the campus level and seek opportunities to leverage the strength of our system to work collaboratively to advance our equity and student success goals.

BACKGROUND INFORMATION

Since the mid-1970s, enrollment management has become an increasingly important function for colleges and universities. During the 1990s through the early 2000s, the focus of strategic enrollment management (SEM) started to shift towards institutional-wide efforts that were more integrated, evidence based and strategic in nature. David Kalsbeek, a former enrollment management leader at DePaul University, defines strategic enrollment management as, “A comprehensive approach to integrating all of the college or university’s programs, practices, policies, and planning related to achieving the optimal recruitment, retention and graduation of students.”

In that context, contemporary strategic enrollment management plans emphasize a comprehensive approach that focuses on the student lifecycle from prospect inquiry through graduation. This expanded focus of strategic enrollment management includes the whole student experience, as well as additional intervention points where colleges may influence

enrollment and student success. While the role of strategic enrollment management and definitions have evolved over time, they have always shared a common focus on the systematic integration of the college and university functions that affect recruitment and retention along with the use of assessment and data to inform practices and policies.

In 2019, academic and student affairs provided definition to frame the Minnesota State approach to strategic enrollment management: strategic enrollment management is a comprehensive, data informed approach to aligning all of the college and/or university programs, practices, policies, and planning to ensure the equitable recruitment, persistence, goal completion, and graduation of students. At the system level, strategies include the maturation of strategic enrollment management infrastructure and building campus capacity; addressing policy barriers; sharing and scaling best practices; and expanding technology and the data analysis infrastructure. Campus strategies include expanding recruitment and retention efforts; augmenting student support; expanding partnerships; and leveraging technology. These strategies will support the colleges and universities in responding to the ongoing post-pandemic challenges and in making progress toward our Equity 2030 goal.

Audit Committee
March 21, 2023
1:15 p.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings.

- 1. Minutes of January 24, 2023**
2. Project Results: Financial Internal Control Assessments
3. Federal Compliance Testing Over Student Financial Assistance and Higher Education Emergency Relief Fund Programs

Committee Members

Alex Cirillo, Chair
Jay Cowles, Vice Chair
Dawn Erlandson
Tim Huebsch
April Nishimura

President Liaisons

Lori Kloos, St. Cloud Technical and Community College
Anne Blackhurst, Minnesota State University Moorhead

Bolded items indicate action required.



**Audit Committee
Meeting Minutes
January 24, 2023**

A meeting of the Audit Committee of the Board of Trustees was held on January 24, 2023.

Committee members present: Alex Cirillo, Chair; Jay Cowles, Vice Chair; Dawn Erlandson, Tim Huebsch, and April Nishimura

Committee members absent: None

Other board members present: Victor Ayemobuwa, Jim Grabowska, Jerry Janezich, Roger Moe, Kathy Sheran, and George Soule

Staff present: Devinder Malhotra, Chancellor; Amy Jorgenson, and Bill Maki

The meeting materials for this meeting are available [here](#), starting on page 13. An audio recording of the meeting is available [here](#).

Committee Chair Cirillo called the meeting to order at 12:55 p.m.

Agenda Item 1: Approval of the Meeting Minutes for November 16, 2022

Committee Chair Cirillo asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Cowles made the motion and Trustee Huebsch provided a second. A roll call vote was conducted and the minutes were approved unanimously.

Agenda Item 2: Select Audit Firm for Systemwide External Auditing Services

Committee Chair Cirillo invited Amy Jorgenson to present the recommendation for the audit firm for Systemwide External Auditing Services, as detailed in the meeting materials. The meeting materials for this item begin on page 16.

Committee Chair Cirillo asked committee members to consider the following recommended committee motion:

The Audit Committee recommends that the Board of Trustees approve the following motion:

The Board of Trustees authorizes the chancellor or his designee to execute a contract with CliftonLarsonAllen for external auditing services for fiscal years 2023, 2024, and 2025, with an

option to extend the contract an additional three fiscal years, for a total amount not to exceed \$1.343,500 million. The Board delegates to the chancellor, or his designee, authority to execute all necessary documents.

A roll call vote was conducted. The vote was as follows:

Trustee Cirillo Yes
Trustee Cowles Yes
Trustee Erlandson Yes
Trustee Huebsch Yes
Trustee Nishimura Yes

The committee voted to approve the recommended motion.

Agenda Item 3: Select Audit Firm for Internal Auditing Services

Committee Chair Cirillo invited Amy Jorgenson to present the recommendation for the audit firm for Internal Auditing Services, as detailed in the meeting materials. The meeting materials for this item begin on page 18.

Committee Chair Cirillo asked committee members to consider the following recommended committee motion:

The Audit Committee recommends that the Board of Trustees approve the following motion:

The Board of Trustees authorizes the chancellor or his designee to execute a five-year contract with Baker Tilly to provide co-sourced strategic internal auditing services for a total amount not to exceed \$3 million. The Board delegates to the chancellor, or his designee, authority to execute all necessary documents.

A roll call vote was conducted. The vote was as follows:

Trustee Cirillo Yes
Trustee Cowles Yes
Trustee Erlandson Yes
Trustee Huebsch Yes
Trustee Nishimura Yes

The committee voted to approve the recommended motion.

Agenda Item 4: Revise Office of Internal Auditing Charter

The revision of the Office of Internal Auditing Charter was approved on the Consent Agenda.

The meeting materials for this item begin on page 20.

Agenda Item 5: Proposed Technical Changes to Policies

Committee Chair Cirillo invited Amy Jorgenson to present proposed technical amendments to Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration, Policy 1A.4 System Administration Appointment of Administrators, Policy 1C.2 Fraudulent and Other Dishonest Acts, and Policy 1D.1 Office of Internal Auditing, as detailed in the meeting materials. The meeting materials for this item begin on page 31.

Committee Chair Cirillo asked committee members to consider the following recommended committee motion:

The Audit Committee has reviewed the proposed amendments to policies 1A.1, 1A.4, 1C.2, and 1D.1 and recommends that the Board of Trustees approves the amended policies as presented.

Based on the review and recommendation of the Audit Committee, the Board of Trustees approves the amendments to policies 1A.1, 1A.4, 1C.2, and 1D.1 as presented.

A roll call vote was conducted. The vote was as follows:

Trustee Cirillo	Yes
Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Huebsch	Yes
Trustee Nishimura	Yes

The committee voted to approve the recommended motion.

Adjournment

The committee chair adjourned the meeting at 1:01 p.m.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Audit Committee

DATE: March 21, 2023

TITLE: Project Results: Financial Internal Control Assessments

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

PRESENTERS

Amy Jorgenson, Chief Audit Officer
Mathew Mikulay, Baker Tilly Senior Manager

PURPOSE

The purpose of this project was to facilitate a review of financial internal controls to gain an understanding of current procedures, internal controls, and potential risks and gaps. The objectives for this project were to:

- Review the current internal control practices and process documentation.
- Perform the controls risk assessment by reviewing the design of the internal controls over key financial risk areas.

BACKGROUND INFORMATION

In fiscal year 2020, internal audit developed a multi-year plan to review key financial controls at each college, university, and the system office on a rotational basis over a five-year period. The purpose is to facilitate financial internal control assessments at each institution to gain an understanding of current procedures, internal controls, and potential risks and gaps.

In fiscal year 2023, the third year of the plan, we completed internal control assessments at four colleges. A summary of results will be discussed with the committee.

The project scope included a review of internal controls for select business cycles such as cashiering, accounts payable, purchasing cards, tuition billing, budgeting, and banking at the following institutions:

- Century College
- Hennepin Technical College
- Minneapolis College
- Normandale Community College

Project Results: Financial Internal Control Assessments (FY23/Year 3)

Purpose and Objectives

The purpose of the year 3 financial controls review was to facilitate financial control assessments at select institutions to gain an understanding of current procedures, internal controls, and potential risks and gaps.

The objectives of this project were to:

- Review the current internal control practices and process documentation.
- Perform the controls risk assessment by reviewing the design of internal controls over key financial risk areas.

Fiscal Year 2023 Institutions



Century College



Hennepin Technical College



Minneapolis College



Normandale Community College

In-Scope Business Cycles

Business Office Cashiering

Non-Business Office Cashiering

Banking and Account Reconciliations

Accounts Payable

Purchasing Cards

Inventory

Tuition and Student Billing

Budgeting

System Security Access

Activities Completed

- **Interviews** – Conducted interviews with Business Office staff and key stakeholders at each respective institution for each in-scope business cycle.
- **Documentation review** – Reviewed relevant policy, procedure, and controls documentation at each respective institution to further develop an understanding of existing processes, controls, and related risks.
- **Results review** – Reviewed and discussed results of the respective financial controls assessment for each institution with business office staff and key stakeholders, including any recommendations and opportunities for improvement to enhance the internal controls environment.





Summary of Year 3 Results

Overall, adequate financial controls appear to exist in the in-scope business cycles, and appropriate processes appear to be in place in alignment with established Board policies and procedures.

Identified internal control gaps and provided recommendations to address the gaps. None of the internal control gaps identified are considered significant.

Identified certain instances where internal controls and related procedures can be further enhanced to reduce the risks relative to the specific business cycles for each individual institution.

Strengths

<p>Strong review and approval controls are in place for administering purchasing cards and approving expenses. Robust policies and procedures exist.</p> <p>Purchasing Cards</p> 	<p>Key account reconciliations are reviewed on a monthly basis. Quarterly certifications are completed in accordance with established policies and procedures.</p> <p>Reconciliations & Banking</p> 	<p>Robust review procedures are in place for the annual tuition and fee rate update process.</p> <p>Tuition & Fee Rates</p> 	<p>Strong controls exist within Marketplace for contracts and purchase requisitions.</p> <p>Accounts Payable</p> 
---	--	--	---

Control Improvement Opportunities

<p>System Security</p> <ul style="list-style-type: none"> Develop a formal timeline expectation for removal of employee access from ISRS and consider embedding this timeline within an offboarding checklist to ensure that ISRS access is removed timely. Conduct a periodic review of users with access to the US Bank expense management system, to ensure individuals with access still have an appropriate business need. 	<p>Business Office Cashiering</p> <ul style="list-style-type: none"> Review all risky transactions completed in ISRS by all cashiers in a timely manner (at least monthly) to ensure the timely identification of unauthorized or inaccurately recorded transactions. 	<p>Tuition and Billing</p> <ul style="list-style-type: none"> Develop internal policies at the respective institutions to address discretionary fees in alignment with established system procedure 5.11.1.
--	---	---

Control Gaps

ISRS/Marketplace

- **Gap:** There are certain incompatible roles for ISRS and Marketplace users that do not have a documented mitigating or compensating control within the system, subjecting the institution to fraud risk.

Physical Inventory Ownership

- **Gap:** Individuals responsible for the ownership of assets and equipment are performing the physical inventory counts, resulting in inadequate segregation of duties.

Physical Inventory Count

- **Gap:** An annual physical inventory count process is not completed in compliance with system procedure.

Third-Party Award Fee Adjustments

- **Gap:** There is no independent, secondary review of the third-party awards entered in the system, which may increase the risk of inaccurate or inappropriate entries.

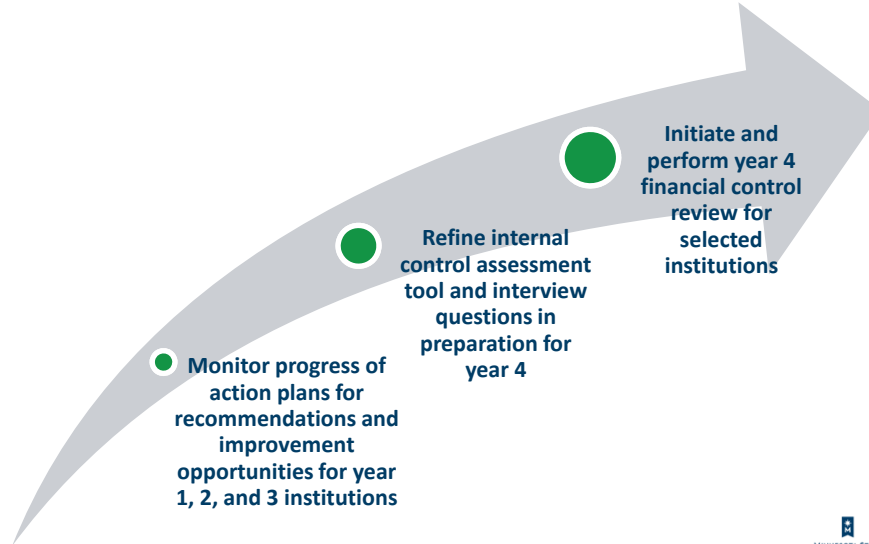
Ongoing Monitoring

The Office of Internal Auditing performs ongoing monitoring of control gaps.

- Year 1: 5 institutions and the system office
- Year 2: 7 institutions
- Year 3: 4 institutions

	Control Gaps		
	Open	Closed	Total
Year 1	3	-	3
Year 2	2	5	7
Year 3	7	-	7

Next Steps – Financial Controls Reviews



MINNESOTA STATE

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Individuals with hearing or speech disabilities may contact us via their preferred Telecommunications Relay Service.
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MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Audit Committee

DATE: March 21, 2023

TITLE: Federal Compliance Testing Over Student Financial Assistance and Higher Education Emergency Relief Fund Programs

Proposed New Policy or Amendment to Existing Policy

Approvals Required by Policy

Other Approvals

Monitoring/Compliance

Information

PRESENTERS

Amy Jorgenson, Chief Audit Officer

Bill Maki, Vice Chancellor of Finance and Chief Financial Officer

Brenda Scherer, Signing Director with CliftonLarsonAllen, LLP

Liz Cook, Manager with CliftonLarsonAllen, LLP

PURPOSE

Minnesota State's external auditors, CliftonLarsonAllen, LLP, will discuss the results of its recently completed federal compliance audit of federal student financial aid and Higher Education emergency Relief Fund (HEERF) Programs for the year ended June 30, 2022. This audit work was required by the federal government.

BACKGROUND INFORMATION

Federal student financial aid is a major federal financial assistance program and required by law to be audited annually. Higher Education Emergency Relief Funds (HEERF), part of three acts passed by Congress to provide financial assistance to students and campuses due to the disruption caused by the coronavirus, were required to also be audited. The three acts were as follows:

- Coronavirus Aid, Relief, and Economic Security Act (CARES)
- Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA)
- American Rescue Plan (ARP)

Minnesota State's 2022 Schedule of Expenditures of Federal Awards Report for the Year Ended June 30, 2022 has been prepared by CLA as part of its responsibilities as the system auditor for Minnesota State. The results in this report are incorporated into the State of Minnesota's Single Audit report and available on the Minnesota Management and Budget website. Copies of

the State of Minnesota’s Single Audit report will also be available on Minnesota State’s financial reporting website.

Summary Fiscal Year Schedule of Expenditures of Federal Awards

	2022	2021	2020
Perkins	13,244,215	20,230,240	25,032,468
Nursing	13,971	15,893	18,147
Student Direct Loans	326,017,068	355,702,684	407,312,797
Total Student Loans	339,275,254	375,948,817	432,363,412
Supplemental Education Opportunity Grants	8,459,694	8,901,276	6,630,926
Work-Study Program	5,440,702	4,967,305	7,344,153
Pell Grant Program	177,373,006	185,585,388	214,626,559
Teacher Education Assistance Grants	334,238	389,033	408,492
Total Student Grants and Other Aid	191,607,640	199,843,002	229,010,130
Total Student Financial Assistance Cluster	530,882,894	575,791,819	661,373,542
Education Stabilization Fund/HEERF	328,745,477	162,114,885	56,954,890
Other Federal Programs	58,727,140	55,255,098	56,316,408
Total Federal Expenditures	918,355,511	793,161,802	774,644,840



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Minnesota State Colleges and Universities Audit Presentation

Federal Compliance Testing Over Student Financial Assistance and Higher Education Emergency Relief Fund Programs

Year Ended June 30, 2022

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1

Agenda

Scope of Audit Responsibilities

Timeline of Testing

Audit Approach

Results



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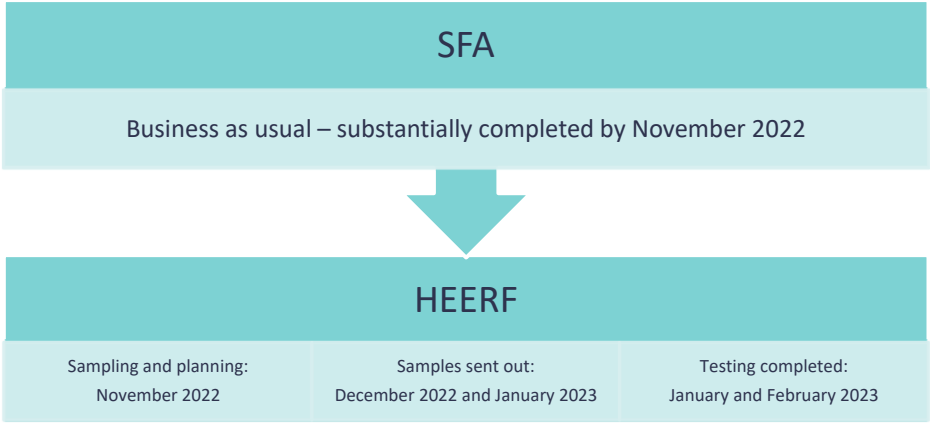
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2

CLA's Role Under State Single Audit



Timeline for Testing in FY22



Audit Approach- Student Financial Aid

- Rotation of internal control policies and procedures
- Random sample of students selected from ~119,000 students within the system
- Other samples selected (e.g. Reporting, Cash Management, Perkins testing)



5

Audit Approach – HEERF

- Documentation requested from all colleges and universities to obtain an understanding of internal controls
- Disbursement testing (student and institutional) selected from entire system via several samples due to differing internal controls
- Other compliance testing (procurement and reporting) through samples selected from entire system



6

Audit Results

Compliance
Opinion

Unmodified
Opinion



7

Audit Results – SFA

No Material Weaknesses

Two Findings Considered to be Significant Deficiencies

- National Student Loan Database System Enrollment Reporting Error Correcting
- Fiscal Operations Report and Application to Participate (FISAP)



8

Audit Results – SFA

Management Letter Recommendations

- Documentation of review processes (Reconciliations, G5 drawdowns, and professional judgment)
- National Student Loan Data System Effective Dates



Audit Results – HEERF

No Material Weaknesses



Audit Results – HEERF

One Finding Considered to be a Significant Deficiency

- Reporting

Management Letter Recommendations

- Documentation of review processes (student grant disbursements and G5 drawdowns)



Questions and Feedback

We welcome any questions pertaining to the audit, governance communication letter, management letter or other matters related to the engagement

We appreciate the opportunity to serve as the auditors for the Minnesota State Colleges and Universities system and welcome any feedback relative to our performance



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Diversity, Equity and Inclusion Committee
March 21, 2023
2:30 p.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings.

- 1. Minutes of June 21, 2022 Joint Meeting of Diversity, Equity and Inclusion and Workforce and Organizational Effectiveness Committees**
- 2. Minutes of June 22, 2022**
3. Equity 2030 in Action: Campus Stories

Committee Members

George Soule, Chair
Javier Morillo, Vice Chair
Victor Ayemobuwa
Jim Grabowska
April Nishimura
Kathy Sheran

Presidents Liaisons

Annette Parker
Ginny Arthur

Bolded items indicate action required.





**Joint Meeting: Workforce and Organizational Effectiveness Committees and
Diversity, Equity and Inclusion
Meeting Minutes
June 21, 2022**

A joint meeting of the Diversity, Equity and Inclusion and Workforce and Organizational Effectiveness Committees of the Board of Trustees was held on June 21, 2022.

Diversity, Equity and Inclusion Committee members present: Rudy Rodriguez, Chair; George Soule, Vice Chair; Asani Ajogun, Alex Cirillo

Diversity, Equity and Inclusion Committee members absent: Javier Morillo, Oballa Oballa

Workforce and Organizational Effectiveness Committee members present: George Soule, Chair; Rudy Rodriguez, Vice Chair; Asani Ajogun, Dawn Erlandson, Robert Moe, Kathy Sheran, Cheryl Tefer

Workforce and Organizational Effectiveness Committee members absent: None

Other board members present: Victor Ayemobuwa, Jay Cowle, Jerry Janezich, April Nishimura, Michael Vekich

Staff present: Devinder Malhotra, Chancellor; Andriel Dees, Vice Chancellor for Equity and Inclusion, Eric Davis, Vice Chancellor for Human Resources, Priyank Shah, Associate Vice Chancellor for Equity and Inclusion

The meeting materials for this meeting are available [here](#), starting on page 168. An audio recording of the meeting is available [here](#).

Committee Chair Rodriguez called the meeting to order at 1:22 p.m.

Agenda Item 1: Minnesota State Climate Assessment Framework

Committee Chair Rodriguez invited Vice Chancellor Dees along with Vice Chancellor Davis and Associate Vice Chancellor Shah to present Minnesota State Climate Assessment Framework, as detailed in the meeting materials. The meeting materials for this item begin on page 169.

This being an information item, there was no vote taken.

Agenda Item 2: Competency Based Hiring at Minneapolis College

Committee Chair Rodriguez invited Vice Chancellor Davis along with Vice President of Human Resources and Workforce Equity Dianna Cusick and Human Resources Manager Bobbi Denson-Davis to present Competency Based Hiring at Minneapolis College, as detailed in the meeting materials. The meeting materials for this item begin on page 171.

This being an information item, there was no vote taken.

Adjournment

The committee chair adjourned the meeting at 2:17 p.m.



**Diversity, Equity and Inclusion Committee
Meeting Minutes
June 22, 2022**

A meeting of the Diversity, Equity and Inclusion Committee of the Board of Trustees was held on June 22, 2022.

Committee members present: Rudy Rodriguez, Chair; George Soule, Vice Chair; Asani Ajogun, Alex Cirillo, Javier Morillo, April Nishimura, and Oballa Oballa

Staff present: Devinder Malhotra, Chancellor; Andriel Dees, Vice Chancellor for Equity and Inclusion

The meeting materials for this meeting are available [here](#), starting on page 198. An audio recording of the meeting is available [here](#).

Committee Chair Rodriguez called the meeting to order at 10:46 a.m.

Agenda Items 1: Approval of the Meeting Minutes May 17, 2022

Committee Chair Rodriguez asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Cirillo made the motion and Trustee Soule provided a second.

A roll call vote was conducted and the minutes were approved unanimously.

Agenda Item 2: Proposed Amendment to Board Policy 1B.1 Equal Opportunity and Nondiscrimination in Employment and Education (Second Reading)

Committee Chair Rodriguez invited Vice Chancellor Dees along with Assistant General Counsel, Scott Goings to present the Board Policy 1B.1 as detailed in the meeting materials. The meeting materials for this item begin on page 201.

Committee Chair Rodriguez asked committee members to consider the following recommended committee motion:

The Board of Trustees approve the proposed amendment to Policy 1B.1 Equal Opportunity and Nondiscrimination in Employment and Education.

Trustee Soule made the motion and Trustee Ajogun seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ajogun	Yes
Trustee Cirillo	Yes
Trustee Morillo	Yes
Trustee Nishimura	Yes
Trustee Oballa	Yes
Trustee Rodriguez	Yes
Trustee Soule	Yes

The committee voted to approve the recommended motion.

Agenda Item 3: Update on System Procedure 1B.1.1 Report/Complaint of Discrimination/Harassment Investigation and Resolution

Committee Chair Rodriguez invited Vice Chancellor Dees along Assistant General Counsel, Scott Goings to provide an update on suggested changes for System Procedure 1B.1.1 Report/Complaint of Discrimination/Harassment Investigation and Resolution of Board Policy 1B.1 following the 30-day system wide review and comment period as detailed in the meeting materials. The meeting materials for this item begin on page 216.

This being an informational item, there was no vote taken.

Agenda Item 4: Equity Scorecard Update

Committee Chair Rodriguez invited Vice Chancellor Dees along Associate Vice Chancellor, Priyank Shah and Project Director for Diversity, Equity and Inclusion, Tarrence Robertson provided with an update on the Equity Scorecard to include the Office of Equity and Inclusion's progress in further bringing the tool to fruition and future directions as detailed in the meeting materials. The meeting materials for this item begin on page 218.

This being an informational item, there was no vote taken.

Adjournment

The committee chair adjourned the meeting at 11:55 a.m.

**MINNESOTA STATE
BOARD OF TRUSTEES
Agenda Item Summary Sheet**

Name: Diversity, Equity and Inclusion Committee

Date: March 21, 2023

Title: Equity 2030 in Action: Campus Stories

Purpose (check one):

Proposed New Policy or
Amendment to Existing Policy

Approvals Required
by Policy

Other Approvals

Monitoring/Compliance

Information

Brief Description:

Today, South Central will present on Partnership Through a Shared Vision for Institutional and Community Sustainability. Collaboration is vital to employer partnerships. By developing a shared vision for success, South Central College and the Faribault Chamber of Commerce have created inclusive pathways for economic growth and retention of diverse employees. This presentation will continue to showcase part of our efforts to illustrate how Equity 2030 is activated throughout the system at our colleges and universities.

Scheduled Presenter(s):

Andriel Dees, Vice Chancellor for Equity and Inclusion
Annette Parker, President, South Central College
John Harper, Vice President of Diversity, Equity and Inclusion
Kelcey Woods-Nord, Vice President of Strategic Partnerships
Nort Johnson, President, Faribault Chamber of Commerce
Jody Long, General Manager, Jennie-O

**MINNESOTA STATE
BOARD OF TRUSTEES**

BOARD INFORMATION ITEM

Equity 2030 in Action: Campus Stories

BACKGROUND

Today, South Central presentation will focus on how collaboration is vital to employer partnerships. By developing a shared vision for success, South Central College and the Faribault Chamber of Commerce have created inclusive pathways for economic growth and retention of diverse employees.

CLOSED Joint Meeting: Audit and Finance and Facilities Committees
Month 21, 2023
3:15 p.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings.

Pursuant to Minnesota Statutes § 13D.05, subd.3(d), the Board of Trustees will meet in Closed Session to discuss the results of the Controlled Use of Administrative Privileges audit.

1. Project results: Controlled Use of Administrative Privileges

Audit Committee Members

Alex Cirillo, Chair
Jay Cowles, Vice Chair
Dawn Erlandson
Tim Huebsch
April Nishimura

President Liaisons

Lori Kloos
Anne Blackhurst

Finance and Facilities Committee Members

Jay Cowles, Chair
April Nishimura, Vice Chair
Victor Ayemobuwa
Jim Grabowska
Tim Huebsch
Jerry Janezich
Kathy Sheran

President Liaisons

Edward Inch
Joe Mulford

Bolded items indicate action required.





MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: CLOSED Joint Meeting: Audit and Finance and Facilities Committees **DATE: March 21, 2023**

TITLE: Project results: Controlled Use of Administrative Privileges

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

PRESENTERS

Amy Jorgenson, Chief Audit Officer
Jackie Bailey, Vice Chancellor for Information Technology
Craig Munson, Chief Information Security Officer
Mike Cullen, Baker Tilly

PURPOSE

Internal Auditing will present the results of the Controlled Use of Administrative Privileges audit.

BACKGROUND INFORMATION

This audit was included in the fiscal year 2023 Internal Auditing Plan.

The audit assessed the practices for controlling the use of administrative privileges on Minnesota State systems and compliance with various policies, including Board Policy 5.23 Security and Privacy of Information Resources, Guideline 5.23.1.1 Password Usage and Handling, Operating Instruction 5.23.3.1 Information Security Controls.

Workforce and Organizational Effectiveness Committee
March 22, 2023
9:00 a.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings.

In a closed session pursuant to Minn. Stat. §13D.03, Closed Meetings for Labor Negotiations Strategy, the Board will hear the current status of labor contract negotiations and will discuss strategy.

1. Update on Labor Negotiations Strategy

Committee Members

George Soule, Chair
Kathy Sheran, Vice Chair
Dawn Erlandson
Tim Huebsch
Javier Morillo
Cheryl Tefer

President Liaisons

Carrie Brimhall
Robbyn Wacker

Bolded items indicate action required.





MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Workforce and Organizational Effectiveness Committee

DATE: March 22, 2023

TITLE: Update on Labor Negotiations Strategy

Proposed New Policy or
Amendment to Existing Policy

Approvals Required by
Policy

Other Approvals

Monitoring/Compliance

Information

PRESENTERS

Eric Davis, Vice Chancellor for Human Resources

Chris Dale, Senior System Director for Labor Relations

PURPOSE

In a closed session pursuant to Minnesota Statutes §13D.03, Closed Meeting for Labor Negotiations Strategy, the Board will hear the status of bargaining.

BACKGROUND INFORMATION

Vice Chancellor for Human Resources Eric Davis and Senior System Director for Labor Relations Chris Dale will provide an update on the status of bargaining for FY2024 and FY2025.



Finance and Facilities Committee
March 22, 2023
9:45 a.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings.

1. **Minutes of January 24, 2023**
2. **Contracts Requiring Board Approval:**
 - a. **Customized Training, Dakota County Technical College**
 - b. **Marketing/Advertising Contract, Winona State University**
 - c. **Library Renovation and Tutor and Learning Center Consolidation, Lake Superior College**
 - d. **Window and Siding Replacement, Williams Hillside Apartments, Minnesota State Community and Technical College - Fergus Falls Campus**
 - e. **Parking Lot #6 Pavement Rehabilitation, Normandale Community College**
 - f. **Library Building Renovation Construction Contract – Phase 1, Normandale Community College**
 - g. **Construction Phase 2 Locker Room Project, Riverland Community College**
 - h. **Campus-wide Door Hardware and Access, Rochester Community and Technical College**
 - i. **Heintz Center South Parking Lot Improvements, Rochester Community and Technical College**
3. Environmental Health and Safety Overview
4. Board Policy 5.24 Safety and Security Compliance, First Reading

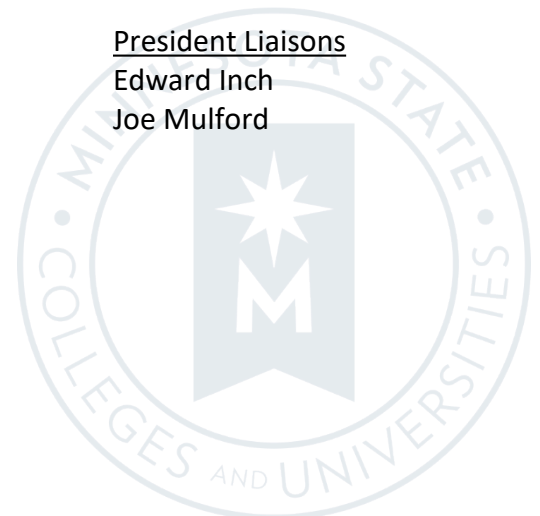
Committee Members

Jay Cowles, Chair
April Nishimura, Vice Chair
Victor Ayemobuwa
Jim Grabowska
Tim Huebsch
Jerry Janezich
Kathy Sheran

President Liaisons

Edward Inch
Joe Mulford

Bolded items indicate action required.



FY2023 Board Committee Work Plan - Revised

Finance and Facilities Committee

	Oct 2022	Nov 2022 <i>Joint with Leadership Council</i>	Dec 2022	Jan 2023 <i>Joint with Leadership Council</i>	Feb 2023	March 2023	April 2023	May 2023	June 2023
Operational	FY2024-2025 Biennial Budget Request 1 st Reading FY2023 Operating Budget Update Contracts Requiring Board Approval	FY2024-2025 Biennial Budget Request 2 nd Reading FY2023 Capital Program Recommendations Approval Contracts Requiring Board Approval		College and University Financial Performance Update: System Procedure 7.3.16 Financial Health Indicators Contracts Requiring Board Approval		Minnesota State Environmental Health & Safety Overview Contracts Requiring Board Approval	FY2023-FY2024 Budget Update Contracts Requiring Board Approval	FY2024 Annual Operating Budget 1 st Reading 2023 Legislative Summary FY2024 Capital Program Recommendations 1 st Reading Contracts Requiring Board Approval	FY2024 Annual Operating Budget 2 nd Reading FY2024 Capital Program Recommendations 2 nd Reading Contracts Requiring Board Approval
Board Policy Considerations						Board Policy 5.24 Safety and Security Compliance 1 st Reading	Board Policy 5.11 Tuition & Fees 1 st Reading Board Policy 6.7 Real Estate Transactions 1 st Reading Board Policies 7.4 Financial Reporting 1 st Reading Board Policy 5.24 Safety and Security Compliance 2 nd Reading	Board Policy 5.11 Tuition & Fees 2 nd Reading Board Policy 6.7 Real Estate Transactions 2 nd Reading Board Policies 7.4 Financial Reporting 2 nd Reading	
Strategic				Long-Term Financial Trends (Training Session)			Minnesota State Facilities Overview	System Procurement Strategy: Board Policy 5.14 Contracts, Procurement and Supplier Diversity	

**Finance and Facilities Committee
Meeting Minutes
January 24, 2023**

A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Tuesday, January 24, 2023.

Committee members present: Jay Cowles, Chair; Victor Ayemobuwa, Jim Grabowska, Tim Huebsch, Jerry Janezich, April Nishimura, and Kathy Sheran.

Committee members absent: None

Other board members present: Alex Cirillo, Dawn Erlandson, Roger Moe, George Soule

Staff present: Devinder Malhotra, Chancellor; Bill Maki, Vice Chancellor for Finance and Facilities

The meeting materials for this meeting are available <[here](#)>, starting on page 54. An audio recording of the meeting is available <[here](#)>.

Committee Chair Cowles called the meeting to order at 2:02 p.m.

Agenda Item 1: Approval of the Meeting Minutes for November 16, 2022

Committee Chair Cowles asked if there were any changes or amendments to the minutes, then asked for a motion. Trustee Sheran made the motion and Trustee Huebsch provided a second.

A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Aye
Trustee Sheran	Aye



Agenda Item 2: Contracts Requiring Board Approval

Committee Chair Cowles invited Vice Chancellor Bill Maki to present the five contracts that required board approval as detailed in the meeting materials. The meeting materials for this item begin on page 61.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2a: Crawford B. Hall Restroom Renovation, Minnesota State University, Mankato:**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,700,000 to renovate Crawford B Hall restrooms at Minnesota State University, Mankato. The Board of Trustees directs the chancellor or their designee to execute all necessary documents.

Trustee Huebsch made the motion and Trustee Grabowska seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Absent
Trustee Sheran	Aye

The committee voted to approve the recommended motion.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2b: Social Media Ad Placement, Minnesota State University, Mankato:**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter a contract with Carnegie Dartlet, not to exceed \$2,250,000 and with a term of five years for the purposes of procuring a Digital advertising partner to strategize, advise on and implement ad campaigns on social media platforms. The Finance and Facilities Committee further recommends that the Board of Trustees direct the chancellor or his designee to execute all necessary documents.

Trustee Sheran made the motion and Trustee Huebsch seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa Aye
Trustee Cowles Aye
Trustee Grabowska Aye
Trustee Huebsch Aye
Trustee Janezich Aye
Trustee Nishimura Aye
Trustee Sheran Aye

The committee voted to approve the recommended motion.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2c: eProcurement, Contracts, and Sourcing Enterprise Software Renewal, System Office:**

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to enter into an amendment with JAGGAER to add \$1,508,992 and two years and 93 days to bring the total contract to a term of nine years through June 30, 2025, and not to exceed amount of \$5,865,433 for the purposes of providing e-procurement solutions. The Finance and Facilities Committee further recommends that the Board of Trustees direct the chancellor or his designee to execute all necessary documents.

Trustee Janezich made the motion and Trustee Ayemobuwa seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa Aye
Trustee Cowles Aye
Trustee Grabowska Aye
Trustee Huebsch Aye
Trustee Janezich Aye
Trustee Nishimura Aye
Trustee Sheran Aye

The committee voted to approve the recommended motion.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2d: External Auditing Services FY2023-FY2026, System Office:**

*Clarification for the minutes: This contract begins March 23, 2023 which is FY23, and ends June 30, 2026 which is the end of FY26.

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to enter a contract with CliftonLarsonAllen, not to exceed \$1,343,500 over the course of three years for the purpose of providing external auditing services. The Finance and Facilities Committee further recommends that the Board of Trustees direct the chancellor or his designee to execute all necessary documents.

Trustee Janezich made the motion and Trustee Huebsch seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa	Aye
Trustee Cowles	Aye
Trustee Grabowska	Aye
Trustee Huebsch	Aye
Trustee Janezich	Aye
Trustee Nishimura	Aye
Trustee Sheran	Aye

The committee voted to approve the recommended motion.

Committee Chair Cowles asked committee members to consider the following recommended committee motion for **Agenda Item 2e: Internal Auditing Services, FY2024-FY2028, System Office:**

*Clarification for the minutes: This contract begins July 1, 2023 which is the beginning of FY24 and ends June 30, 2028 which is the end of FY28.

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to enter a contract with Baker Tilly Virchow Krause, LLP, not to exceed \$3,000,000.00 over the course of five years for the purposes of providing Internal Auditing Services. The Finance and Facilities Committee further recommends that the Board of Trustees direct the chancellor or his designee to execute all necessary documents.

Trustee Grabowska made the motion and Trustee Sheran seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ayemobuwa Aye
Trustee Cowles Aye
Trustee Grabowska Aye
Trustee Huebsch Aye
Trustee Janezich Aye
Trustee Nishimura Aye
Trustee Sheran Aye

The committee voted to approve the recommended motion.

Agenda Item 3: College and University Financial Performance Update

Committee Chair Cowles invited Vice Chancellor Maki to provide an update on the College and University Financial Performance as detailed in the meeting materials. The meeting materials for this item begin on page 69.

This being an informational item, there was no vote taken.

Adjournment

The committee chair adjourned the meeting at 4:08 p.m.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Finance and Facilities Committee

DATE: March 22, 2023

TITLE: Contracts Requiring Board Approval

- a. **Customized Training, Dakota County Technical College**
- b. **Marketing/Advertising Contract, Winona State University**
- c. **Library Renovation and Tutor and Learning Center Consolidation, Lake Superior College**
- d. **Window and Siding Replacement, Williams Hillside Apartments, Minnesota State Community and Technical College - Fergus Falls Campus**
- e. **Parking Lot #6 Pavement Rehabilitation, Normandale Community College**
- f. **Library Building Renovation Construction Contract – Phase 1, Normandale Community College**
- g. **Construction Phase 2 Locker Room Project, Riverland Community College**
- h. **Campus-wide Door Hardware and Access, Rochester Community and Technical College**
- i. **Heintz Center South Parking Lot Improvements, Rochester Community and Technical College**

Proposed New Policy or
Amendment to Existing Policy

Approvals Required by
Policy

Other Approvals

Monitoring/Compliance

Information

PRESENTERS

Bill Maki, Vice Chancellor for Finance and Facilities

Brian Yolitz, Associate Vice Chancellor for Facilities

Tim Anderson, System Director for Procurement and Contract Management

Heather Agesen-Huebner, Vice President of Finance and Operations, Dakota County Technical College

Steve Lommen, Customized Training Representative, Dakota County Technical College

Scott Ellinghuysen, Vice President of Finance and Administration, Winona State University

Jon Olson, Vice President for Advancement, Winona State University

Andrea Northam, Senior Director of Marketing, Communications and Media Relations, Winona State University

Al Finlayson, Vice President of Administration, Lake Superior College

Pat Nordick, Vice President of Finance and Facilities, Minnesota State Community and Technical College

Pat Buhl, Associate Vice President of Operations, Normandale Community College
Jill Boldenow, Vice President of Administration, Normandale Community College
Brad Doss, Vice President for Finance and Operations, Riverland Community College
Shayn Jensson, Physical Plant Project Manager, Rochester Community and Technical College
Kelly Pyfferoen, Interim Vice President of Finance and Facilities, Rochester Community and Technical College

PURPOSE

Board Policy 5.14, Contracts, Procurements, and Supplier Diversity, requires Board of Trustees approval of any procurement, lease agreement, or professional, technical, or consulting service contract with a value in excess of \$1,000,000 or contract amendment that would increase the total value of a contract to more than \$1,000,000.

Contract Requiring Board Approval: Customized Training, Dakota County Technical College

BACKGROUND

Dakota County Technical College’s (DCTC) Customized Training Department has been designing and maintaining training curriculum for the aerospace industry since 2019. This curriculum is taught by Industrial InSite. Industrial InSite is one of the few providers with trainers capable of providing the soldering and brazing training required for the aerospace industry.

This contract amendment with Industrial InSite is important to DCTC’s growing partnership with Collins Aerospace which requires the specialized soldering and brazing training. This training will ensure that employees of Collins Aerospace are certified to continue working and that Collins Aerospace is able to continue manufacturing.

FINANCIAL TERMS

A \$480,000 two-year contract was awarded to Industrial InSite, in February 2020, after a formal RFP process. The contract included up to three, one-year renewals. Amendments increased the contract by \$400,000 in 2022 and \$119,000 in February 2023. Total expenditures to date are \$769,963.

DCTC signed a \$2,000,000 revenue contract with Collins Aerospace in November 2022 to provide additional customized aerospace training. This training must be delivered by November 2024 and DCTC requires continued sub-contracted support from Industrial InSite to deliver the training. This board item requests to increase the amended contract by \$1.201M. This action will result in a five-year contract with Industrial Insite totaling \$2.2M. A new RFP will be issued for any future work.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to approve a \$1.201M increase to the contract, bringing the total contract amount to \$2.2M and with a term of five years for the purposes of maintaining the training curriculum for aerospace clients. The Finance and Facilities Committee further recommends that the Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to approve a \$1.201M increase to the contract, bringing the total contract amount to \$2.2M and with a term of five years for the purposes of maintaining the training curriculum for aerospace clients. The Finance and Facilities Committee further recommends that the Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Marketing/Advertising Contract, Winona State University

BACKGROUND

Winona State University (WSU) is seeking to enter into a marketing contract with an advertising agency on July 1, 2023. The contracted agency will provide services encompassing market research, advertising strategy and creative development, ad buying and monitoring, and overall project management to stimulate enrollment growth and promote the university's brand. This contract will allow for expanded marketing to recruit new students to Winona State University and the Minnesota State System, and to expand our university and system brands to reach new out-of-state markets and to better appeal to traditionally underrepresented demographics.

A Request for Proposal (RFP) was posted with proposals due on March 30, 2023. Proposals will be reviewed by a committee consisting of the Winona State University Director of Marketing, Director of Admissions, Vice President for Enrollment Management and Student Life, Vice President for Advancement, and Director of Rochester Campus and Student Services. The selection process will occur in April, with the goal of executing a contract by June 1 so the university can begin working with the contracted agency on July 1, 2023.

Once this contract is implemented, it will keep all university marketing expenditures under one contract, which will promote brand cohesion and lead to cost-savings and efficiencies by centralizing control and pooling resources within one agency. It could also provide opportunity to cover additional marketing campaigns including, but not limited to, WSU-Rochester, Graduate Studies, Adult and Continuing Education, and various academic programs. This new contractual arrangement will support a comprehensive, consistent student recruitment strategy by providing flexibility for program-level marketing.

FINANCIAL TERMS

The contract is planned for an initial term of two years at approximately \$400,000 per year with an option to extend the contract for a third year. An additional amount estimated at \$50,000 will be included in the first year of the contract to pay for initial market research that is necessary to develop innovative marketing strategies and to assess and update the university brand.

This contract will be paid for through general operating funds as part of the Winona State University marketing budget. Additional funds could be provided by various university divisions or departments to cover additional marketing campaigns as part of WSU's comprehensive recruitment strategy. This new contract is set to begin on July 1, 2023, and will run through June 30, 2024, with an option to extend through June 30, 2025.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor's designee to enter into a contract not to exceed \$1,300,000 and with a term up to three years for the purposes of Marketing and Advertising. The Finance and Facilities Committee further recommends that the Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into a contract not to exceed \$1,300,000 and with a term up to three years for the purposes of Marketing and Advertising. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Library Renovation and Tutor and Learning Center Consolidation, Lake Superior College

BACKGROUND

Lake Superior College (LSC) seeks board approval for a construction contract not to exceed \$2,000,000 to renovate its Library and consolidate it with their Tutor and Learning Center (TLC). The contract relocates the TLC from the second floor to the first floor Library. This also allows the two departments to share staff and partner on academic resources.

The project also creates new space for their TRiO program to better serve underrepresented students. The TRiO program will move into renovated space which provides an inviting climate for students using their services.

The project will also improve mechanical and electrical systems and area lighting.

FINANCIAL TERMS

This construction contract will be funded LSC operating funds and not exceed \$2,000,000. Subject to board approval, the construction contract will be publicly advertised via QuestCDN, our electronic bidding system, and awarded to the lowest responsible bidder. Work is scheduled to begin during the Summer of 2023.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$2,000,000 to renovate the library, consolidate it with the Tutor and Learning Center, and renovate TRiO program spaces at Lake Superior College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$2,000,000 to renovate the library, consolidate it with the Tutor and Learning Center, and renovate TRiO program spaces at Lake Superior College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Window and Siding Replacement, Williams Hillside Apartments, Minnesota State Community and Technical College - Fergus Falls Campus

BACKGROUND

Minnesota State Community and Technical College (MState) seeks board approval of a construction contract not to exceed \$1,200,000 to replace the exterior envelope and windows on four residential student housing apartment units located on the Fergus Falls Campus.

The existing exterior envelope has reached the end of its useful life. The windows are inefficient and in many cases leak. It is difficult for students to maintain a comfortable living environment during the winter months. Currently the exterior stucco siding has several deteriorated areas and damage from bird holes causing some walls to lose structural integrity. It is in the best interest for MState to remove the entire exterior, replace sheathing, and insulation as required, replace the exterior stucco with steel siding, and replace all the windows with higher quality efficient products.

FINANCIAL TERMS

This construction contract is funded by a combination of student rental fees and MState operating funds not to exceed \$1,200,000. The construction contract is currently being publicly advertised via QuestCDN, our electronic bidding system, and subject to board approval, will be awarded to the lowest responsible bidder.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,200,000 to replace exterior siding and windows on the Williams Hillside Apartments at the Fergus Falls campus of Minnesota State Community and Technical College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,200,000 to replace exterior siding and windows on the Williams Hillside Apartments at the Fergus Falls campus of Minnesota State Community and Technical College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Parking Lot #6 Pavement Rehabilitation, Normandale Community College

BACKGROUND

Normandale Community College (NCC) seeks board approval of a construction contract to repair and improve parking lot #6 on campus. The contract repairs approximately 135,000 square feet of deteriorated bituminous parking lot surfaces and improves pedestrian safety with lighting and provides additional security camera coverage.

FINANCIAL TERMS

This construction contract will be funded by the NCC parking fund for an amount not to exceed \$1,300,000. Subject to board approval and design completion, the construction contract will be publicly advertised via QuestCDN, our electronic bidding system, in late March 2023 and awarded to the lowest responsible bidder.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,300,000 to repair and improve Parking Lot #6, Normandale Community College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,300,000 to repair and improve Parking Lot #6, Normandale Community College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Library Building Renovation Construction Contract – Phase 1, Normandale Community College

BACKGROUND

Normandale Community College (NCC) seeks board approval of a construction contract not to exceed \$15,000,000 for Phase 1 of their Library renovation project for infrastructure upgrades and accessibility improvements.

In their [November 2022 meeting](#), the Board of Trustees approved a design contract not to exceed \$2,500,000 as part of a two-phased project plan to renovate and upgrade the campus Library Building. Phase 1 renovation work focuses on improvements to the exterior envelope and mechanical, electrical, and plumbing (MEP) infrastructure. On the lower level, classroom and student services are reorganized, and restrooms are upgraded. The main elevator and stairs are reconfigured to eliminate barriers to accessibility at the entry connecting the Library to the main campus.

Phase 2 construction contract approval will be subject to inclusion in a future Minnesota State capital budget request and funding by the State of Minnesota.

FINANCIAL TERMS

The Phase 1 project budget totals \$18,000,000 from college operating funds budgeted for over time and designated for this project, Higher Education Asset Preservation and Replacement (HEAPR) funds made available from their 2020 Classroom and Student Services Renovation major capital project, and federal Higher Education Emergency Relief Fund (HEERF) funds:

Source of funds	Amount
Designated college operating funds – Design	\$2,500,000
HEAPR Funds – 2020 Capital Project	\$4,400,000
HEERF Funds	\$1,400,000
Designated college operating funds	\$9,700,000
Phase 1 – Total project funding	\$18,000,000

The previously approved design contract and this construction contract are to be funded within the Phase 1 project budget:

Project costs	Amount
Design contract (Previously approved)	\$2,500,000
Construction contract	\$15,000,000
Support services, materials, and contingency	\$500,000
Phase 1 – Total project cost	\$18,000,000

This project is being executed through the Construction Manager at Risk (CM@R) delivery method where the general contractor is brought on board in the design process to provide experience and expertise. The opportunity for delivering construction management services for this project was publicly advertised via QuestCDN, our electronic bidding system. In February 2023, proposals were

reviewed and three firms were interviewed by the NCC project team as prescribed in Minnesota Statute §16C.34, *Construction Manager at Risk*. The successful contractor, J. E. Dunn Construction Group, demonstrated considerable expertise and a collaborative leadership style befitting this project type.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$15,000,000 for Phase 1 of the Library Building Renovation project at Normandale Community College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$15,000,000 for Phase 1 of the Library Building Renovation project at Normandale Community College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Construction Phase 2 Locker Room Project, Riverland Community College

BACKGROUND

Riverland Community College (RCC) seeks board approval of a construction contract not to exceed \$1,200,000 to renovate locker rooms at their Austin campus. The contract scope includes complete demolition and renovation of both team and physical education locker rooms and the athletic training room and updating showers to ensure Title IX and Americans with Disabilities Act (ADA) compliance and to satisfy student requests.

The construction contract was publicly advertised via QuestCDN, our electronic bidding system, and awarded in late November 2022 to the lowest responsible bidder, Met-Con Construction, for \$965,000. During the preconstruction meeting and early construction work, it became apparent with site conditions the total construction contract cost was going to exceed the board approval threshold of \$1,000,000 to fully realize the project scope and intent.

To enable the project team to advance the project without delay, the college seeks board approval of a construction contract not to exceed \$1,200,000.

FINANCIAL TERMS

This construction contract is being funded with RCC general funds up to \$776,000 and a \$424,000 grant from The Hormel Foundation.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,200,000 to renovate and upgrade the locker rooms at the Austin campus of Riverland Community College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,200,000 to renovate and upgrade the locker rooms at the Austin campus of Riverland Community College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023

Date Presented to the Board of Trustees: 3/22/2023

Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Campus-wide Door Hardware and Access, Rochester Community and Technical College

BACKGROUND

Rochester Community and Technical College (RCTC) seeks board approval of a construction contract not to exceed \$1,100,000 to install a new, campus-wide door access control system to improve campus safety and security by adding key card and remote operation of all exterior and classroom doors with a manual override feature at classrooms, and the ability to lock-down all remote-operated doors from a single location. The scope includes doors at the RCTC Main Campus, Sports Facilities Center, and the Heintz Center.

The construction contract was publicly advertised via QuestCDN, our electronic bidding system, and awarded to the lowest responsible bidder, Premier Electric Corporation, for an amount of \$918,820.53. During the initial construction phase, unforeseen complexities arose with the existing door frames and additional doors were added to fully realize the project goals. The college now seeks board approval of the amended construction contract the Premier Electric Contract not to exceed \$1,100,000.

FINANCIAL TERMS

This construction contract is being funded with RCTC general operating funds for an amount not to exceed \$1,100,000.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into an amended construction contract not to exceed \$1,100,000 to provide door access controls at Rochester Community and Technical College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into an amended construction contract not to exceed \$1,100,000 to provide door access controls at Rochester Community and Technical College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023

Contract Requiring Board Approval: Heintz Center South Parking Lot Improvements, Rochester Community and Technical College

BACKGROUND

Rochester Community and Technical College (RCTC) seeks board approval of a construction contract not to exceed \$1,200,000 to repair and improve the south parking lot at their Heintz Center. The contract repairs 91,000 square feet of deteriorated bituminous parking lot surfaces and improves pedestrian safety with new islands and walking surfaces and includes new plantings and trees, pathways for future EV charging stations, new LED (Light Emitting Diode) parking lot lighting, and new wireless and exterior camera technology equipment. In addition, storm water drainage will be improved, Americans with Disabilities Act (ADA) parking will be revised, and the entire lot restriped for better visibility to staff and students.

FINANCIAL TERMS

This construction contract will be funded by the RCTC parking fund for an amount not to exceed \$1,200,000. Subject to board approval and design completion, the construction contract will be publicly advertised via QuestCDN, our electronic bidding system, in late March 2023 and awarded to the lowest responsible bidder.

RECOMMENDED COMMITTEE MOTION

The Finance and Facilities Committee recommends that the Board of Trustees authorize the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,200,000 to repair and improve the Heintz Center South Parking Lot Improvements, Rochester Community and Technical College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD MOTION

The Board of Trustees authorizes the chancellor or the chancellor’s designee to enter into a construction contract not to exceed \$1,200,000 to repair and improve the Heintz Center South Parking Lot Improvements, Rochester Community and Technical College. The Board of Trustees directs the chancellor or his designee to execute all necessary documents.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: 3/22/2023
Date of Implementation: 3/22/2023



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Finance and Facilities Committee

DATE: March 22, 2023

TITLE: Environmental Health and Safety Overview

Proposed New Policy or
Amendment to Existing Policy

Approvals Required by
Policy

Other Approvals

Monitoring/Compliance

Information

PRESENTERS

Brian Yolitz, Associate Vice Chancellor for Facilities

John Dingmann, System Manager, Public Safety and Compliance

Tamzin (Tam) Bukowski, Safety Coordinator, Alexandria Technical and Community College

PURPOSE

- Inform the board of the compliance environment associated with health and safety, environmental management, campus security, and emergency management.
- Provide an overview of program policies, procedures and practices.
- Highlight challenges and opportunities associated with program compliance.

BACKGROUND INFORMATION

- Information briefing for Committee to understand the compliance environment.



March 22, 2023
Finance and Facilities Committee

Public Safety and Compliance Program Overview

1

Purpose

- **Inform the board of the compliance environment associated with health and safety, environmental management, campus security, and emergency management.**
- **Provide an overview of program policies, procedures and practices.**
- **Highlight challenges and opportunities associated with program compliance.**



MINNESOTA STATE
2

2

Overview

- Define regulatory environment
- Governance and staffing
- Compliance programs and initiatives
- Challenges
- Plans for the future



3

Portfolio of Responsibility

- **Health & Safety**
 - Workplace (Employees)
 - Classroom (Students)
 - Transportation
- **Environmental Compliance**
 - Regulation Applicability
 - Permitting
 - Permit Management
- **Campus Security**
- **Emergency Management**
 - Campus
 - Community



4

Regulatory Authorities

- **Federal**
 - Occupational Safety and Health Administration (OSHA)
 - Environmental Protection Agency (EPA)
 - Department of Transportation (DOT)
 - Department of Agriculture
 - Department of Education
 - Drug Enforcement Administration (DEA)
 - Federal Aviation Administration (FAA)
- **State**
 - Minnesota OSHA (MnOSHA)
 - Minnesota Pollution Control Agency (MPCA)
 - Minnesota Department of Health (MDH)
 - Minnesota Department of Natural Resources (DNR)
 - Minnesota Department of Transportation (MnDOT)
- **Local**
 - County Hazardous Waste, Local Fire Marshals, Building Code Inspectors, etc.

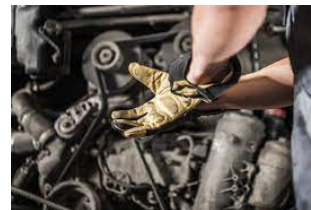


5

Diesel Technology Program Example

Governing Agencies and Regulations

- **OSHA:**
 - Equipment Inspection & Maintenance,
 - Chemical Labeling,
 - Personal Protective Equipment (PPE),
 - Flammable Liquids Management
- **EPA:**
 - Hazardous Waste Generation, Above/Underground Storage Tanks (AST/UST) Registration & Maintenance,
 - Superfund Amendments and Reauthorization Act (SARA) Tier II Reporting,
 - Spill Prevention, Control, and Countermeasure (SPCC) Plan Development
- **DOT:**
 - Annual inspections,
 - Medical Card/CDL for operators if over the road.



Hazards

- Chemical Exposure
- Lacerations/Punctures
- Particles in Eye
- Crush Injuries
- Chemical Spills



6

Nursing/Dental Program Example

Governing Agencies and Regulations

- **OSHA:**
 - Bloodborne Pathogens management, PPE,
 - Specific recordkeeping,
 - Chemical labeling
- **EPA/MPCA:**
 - Hazardous and Biohazardous Waste
- **MDH:**
 - Radiation Safety and Sanitary Requirements
- **DEA:**
 - Controlled Substances Act



Hazards

- **Blood Borne Pathogens exposures**
 - Needle sticks
 - Splash issues
- **Chemical Exposure**
- **Improper waste disposal**
- **Radiation Exposure**



7

7

Arts Program Example

Theater Programs

- OSHA and ANSI requirements for scene shops, set builds, rigging & lighting set-ups, etc.
- NFPA guidelines for curtains, smoke vents, emergency egress, etc.



Ceramics

- OSHA requirements for silica exposure and control, glaze ingredients
- EPA Haz Waste requirements for glazes



Painting/Photography

- EPA/Local POTW Sewered Waste rules
- OSHA/NFPA Flammable Liquids Storage requirements



8

8

Governance framework

Board policy

- 5.24 - Safety and Security Compliance

System procedures:

- 5.24.1 - *Hazardous Waste Management and Donated Materials*
- 5.24.2 - *Safety and Security Standards, Rules and Practices*
- 5.24.3 - *Emergency Management*
- 5.24.5 - *Campus Security*



9

Compliance staffing model

Colleges and universities - Models vary:

- **4-Year Institutions:**
 - Generally separate Safety and Security Coordinators.
 - Safety Coordinators generally a stand-alone position with no reports (two institutions without dedicated Safety Coordinators)
 - Security staff may include full time, part time, contractors or students.
- **2-Year Institutions (Larger/Metro):**
 - Generally similar to 4-year institutions - dedicated roles for safety and security
- **2-Year Institutions (Smaller/Outstate):**
 - Most institutions 1 person covering all roles and limited or no security personnel

System Office:

- **Director of Public Safety & Compliance – John Dingmann**
- **Specialists:**
 - Safety (Anita Mujumdar)
 - Environment (Dan Alden)
 - Security & Emergency Management (Tracy Worsley)



10

Director and Coordinator Tenure

0-2 Years: 10

2-5 Years: 11

5-10 Years: 6

11+ Years: 19

Open Positions:

- Ridgewater
- DCTC
- Hennepin Tech



11

Program support

Communications and communities of practice

- AFSCME Safety Committee
- Conferences
- Safety Director calls
- College Lab Assistant Safety Team meetings

Training

- Enterprise Learning Management (ELM) system
- Specialist develop and delivered – Online/In Person

Plan and program checklists and templates

- Compliance (OSHA, MDH) – ex. Lockout Tagout program, hot work permits, hoist inspection checklists, etc.
- Best Practices
- Emerging needs



12

Support initiatives

Partnership:

- MnOSHA Consultation
- Construction Occupancy Protection Exposure (COPE) Visits

Minnesota State:

- Campus Assistance Visits
 - Every campus receives a Safety, Environmental or Security focused visit annually
- Technical expertise provision
 - Chemical Monitoring
 - Environmental Permitting Advice
 - Regulation Application Interpretation
- Lead exercises and trainings
- Regulator contact and coordination



13

MnOSHA consultation visits

Program details:

- Visits are scheduled jointly by institution and system office
- Institution determines focus and scope
- Items identified by the OSHA consultants needing attention must be corrected
- No fines

Lessons learned:

- OSHA 300 Log errors
- Electrical hazards
- Machine guarding
- Inspection documentation
- Blocked exits, panels and extinguishers



14

Campus Assistance Visits

Purpose:

- Assist institutions in identifying compliance and incident risks
- Gathering information on compliance status as a system
- Inform compliance program workplan and initiatives

Goals:

- Reduced risk of safety and environmental incidents
- Improved compliance with regulatory standards
- Strengthen understanding of the compliance challenges and gaps throughout the system



15

How do Assistance Visits work?

- Each institution receives a visit from a specialist annually
- Visits are coordinated with the campus Safety/Security Director
- Each visit has two parts
 - Review of applicable documents/records
 - Onsite visit – all or part of campus depending on need and time
- Visit reports are issued to the institution highlighting both positive observations and instances of non-compliance
- System office staff review results to identify trends and system wide gaps



16

Assistance Visit Outcomes

CY2022 findings and observations:

- Institution specific safety and environmental training
- Environmental reporting:
 - Timeliness
 - Accuracy and completeness
- Emergency Operations Plan:
 - Communications containing old/inaccurate information.

Feedback on first year:

- Survey of Safety and Security Directors
- 4.6/5  feedback



17

Challenges

Institutional capacity

- Wide breadth and depth of regulatory requirements and standards
 - Have no scale – campus size doesn't matter
- Not aligned with staff capacity or expertise

Variability in policies & programs across institutions

Change Management

Incident Reporting



18

Plans for the Future

Evaluate options for additional campus support focusing on Environmental compliance:

- Shared Service
- Consulting Assistance

Refine and execute the Campus Assistance Visit process

Develop additional tools and resources for campuses use

- Templates, programs, programs, forms, training

Exploring improved incident communication processes

- Communication mechanisms, responsible parties, etc.



19



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20



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Finance and Facilities Committee

DATE: March 22, 2023

TITLE: Board Policy 5.24 Safety and Security Compliance (First Reading)

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

PRESENTERS

Bill Maki, Vice Chancellor for Finance and Facilities
Brian Yolitz, Associate Vice Chancellor for Facilities

PURPOSE

Board Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration, Part 6. Board Policies and System Procedures requires board review and approval of proposed board policy changes and that each board policy is reviewed at least once every five years.

BACKGROUND INFORMATION

The proposed amendment consists of technical edits and the application of new formatting and writing standards.

RECOMMENDED COMMITTEE MOTION (FIRST READING DRAFT)

The Finance and Facilities Committee recommends that the Board of Trustees approve the proposed amendment to Policy 5.24 Safety and Security Compliance.

RECOMMENDED BOARD MOTION (FIRST READING DRAFT)

The Board of Trustees approve the proposed amendment to Policy 5.24 Safety and Security Compliance.

Date Presented to the Finance and Facilities Committee: 3/22/2023
Date Presented to the Board of Trustees: First reading – no action taken.
Date of Implementation: TBD

PROPOSED CHANGES (FIRST READING DRAFT)

Single underlining represents proposed new language.

Strikeouts represent existing language proposed to be removed.

1 5.24 Safety and Security Compliance

2

3 **Part 1. Policy Statement.**

4 Minnesota State ~~Colleges and Universities~~ is committed to creating and maintaining safe and secure
5 environments ~~in order~~ to fulfill its mission of providing high quality higher education. Each college, ~~and~~
6 university, ~~and~~ the system office shall create, implement, and monitor appropriate plans, programs,
7 procedures, and training to comply consistent with applicable ~~regulations legal~~ and professional
8 standards, ~~regulations and available resources to promote and ensure the~~ safety and security of
9 individuals and ~~system~~ Minnesota State property. ~~These measures include, but are not limited to,~~
10 ~~compliance with standards for security for individuals and system property; environmental health;~~
11 ~~occupational safety; and emergency management.~~

12

13 **Part 2. Definitions.**

14

15 **Subpart A. Security.**

16 Actions, practices, procedures, ~~processes, and~~ programs, and their implementation associated with
17 protecting individuals and ~~the~~ physical assets from threat of, or actual, damage or loss. Physical
18 assets include such as property, facilities, vehicles, equipment, and material on ~~system~~ Minnesota
19 State property and operating locations ~~from threat of or actual damage or loss.~~

20 **Subpart B. Environmental health.**

21 Actions, practices, procedures, ~~processes, and~~ programs, and their implementation associated with
22 preserving and protecting the natural environment (air, soil, and water) of ~~system~~ Minnesota State
23 property and operating locations.

24

25 **Subpart C. Occupational safety.**

26 Actions, practices, procedures, ~~processes, and~~ programs, and their implementation associated with
27 protecting the safety, health, and well-being of employees in performing their assigned
28 responsibilities on ~~system~~ Minnesota State property and operating locations.

29

30 **Subpart D.**

31 **Emergency management.**

32 Planning, organizing, coordination, integration, training, ~~and~~ execution of efforts to prevent,
33 minimize, respond to, and recover from injury or damage resulting from natural or manmade
34 disasters or other crisis situations.

35

36 **Subpart E. System Minnesota State property.**

37 ~~System property means the f~~ facilities and land owned, leased, or under the primary control of
38 Minnesota State ~~Colleges and Universities~~, its Board of Trustees, colleges, universities, and the
39 system office, ~~colleges, and universities.~~

40

41 **Subpart F. Applicable Regulations.**

42 Regulations administered by the following agencies fall under the scope of this policy: Federal
43 Environmental Protection Agency (EPA), Federal Department of Transportation (DOT), Federal

44 [Department of Education, Federal Aviation Administration \(FAA\), Minnesota Occupational Safety](#)
45 [and Health Administration \(MNOSHA\), MPCA Minnesota Pollution Control Agency \(MPCA\),](#)
46 [Minnesota Department of Health \(MDH\), and various county and local agencies.](#)
47

48 **Part 3. Applicability.**

49 This policy applies to all [Minnesota State](#) employees and students ~~of the Minnesota State Colleges~~
50 ~~colleges and Universities universities system.~~ To the extent that more than one standard is established
51 for matters subject to this policy, the more stringent standard shall govern.

Related Documents:

- [Procedure 5.24.1](#) Hazardous Waste Management and Donated Materials

Policy History:

Date of Adoption: 4/17/13,

Date of Implementation: 4/17/13,

Date of last Review:

Date & Subject of Amendments:

Xx/xx/23 – (add summary of changes)

No additional HISTORY



Chapter 5 – Administration

5.24 Safety and Security Compliance

Part 1. Policy Statement

Minnesota State is committed to creating and maintaining safe and secure environments to fulfill its mission of providing high quality higher education. Each college, university, and the system office shall create, implement, and monitor appropriate plans, programs, procedures, and training to comply with applicable regulations and professional standards and ensure the safety and security of individuals and Minnesota State property.

Part 2. Definitions

Security

Actions, practices, procedures, programs, and their implementation associated with protecting individuals and physical assets from threat of, or actual, damage or loss. Physical assets include property, facilities, vehicles, equipment, and material on Minnesota State property and operating locations

Environmental health

Actions, practices, procedures, programs, and their implementation associated with preserving and protecting the natural environment (air, soil, and water) of Minnesota State property and operating locations.

Occupational safety

Actions, practices, procedures, programs, and their implementation associated with protecting the safety, health, and well-being of employees in performing their assigned responsibilities on Minnesota State property and operating locations.

Emergency management

Planning, organizing, coordination, integration, training, and execution of efforts to prevent, minimize, respond to, and recover from injury or damage resulting from natural or manmade disasters or other crisis situations.

Minnesota State property

Facilities and land owned, leased, or under the primary control of Minnesota State, its Board of Trustees, colleges, universities, and the system office.

Applicable Regulations

Regulations administered by the following agencies fall under the scope of this policy: Federal Environmental Protection Agency (EPA), Federal Department of Transportation (DOT), Federal Department of Education, Federal Aviation Administration (FAA), Minnesota Occupational Safety and Health Administration (MNOSHA), Minnesota Pollution Control Agency (MPCA), Minnesota Department of Health (MDH), and various county and local agencies.

Part 3. Applicability

This policy applies to all Minnesota State employees and students. To the extent that more than one standard is established for matters subject to this policy, the more stringent standard shall govern.

Related Documents:

- [Procedure 5.24.1](#) Hazardous Waste Management and Donated Materials

Policy History:

Date of Adoption: 4/17/13,

Date of Implementation: 4/17/13,

Date of last Review:

Date & Subject of Amendments:

Xx/xx/23 – (add summary of changes)

No additional HISTORY



Workforce and Organizational Effectiveness Committee
March 22, 2023
12:00 p.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings.

- 1. Minutes of January 25, 2023**
- 2. Appointment of President for Minnesota State University Moorhead**

Committee Members

George Soule, Chair
Kathy Sheran, Vice Chair
Dawn Erlandson
Tim Huebsch
Javier Morillo
Cheryl Tefer

President Liaisons

Carrie Brimhall
Robbyn Wacker

Bolded items indicate action required.





**Workforce and Organizational Effectiveness Committee
Meeting Minutes
January 25, 2023**

A meeting of the Workforce and Organizational Effectiveness Committee of the Board of Trustees was held on March 25, 2023.

Committee members present: George Soule, Chair; Kathy Sheran, Vice Chair; Dawn Erlandson, Tim Huebsch

Committee members absent: Javier Morillo, Cheryl Tefer

Other board members present: Victor Ayemobuwa, Alex Cirillo, Jay Cowles, Jim Grabowska, Jerry Janezich, Roger Moe

Staff present: Devinder Malhotra, Chancellor; Eric Davis, Vice Chancellor for Human Resources

The meeting materials for this meeting are available [here](#), starting on page 95. An audio recording of the meeting is available [here](#).

Committee Chair Soule called the meeting to order at 1:04 p.m.

Agenda Item 1: Approval of the Meeting Minutes for November 15 and 16, 2022

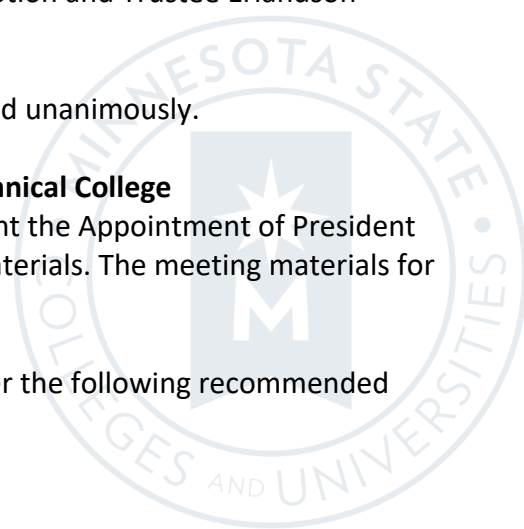
Committee Chair Soule asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Huebsch made the motion and Trustee Erlandson provided a second.

A roll call vote was conducted, and the minutes were approved unanimously.

Agenda Item 2: Appointment of President for Hennepin Technical College

Committee Chair Soule invited Vice Chancellor Davis to present the Appointment of President for Hennepin Technical College, as detailed in the meeting materials. The meeting materials for this item begin on page 100.

Committee Chair Soule asked committee members to consider the following recommended committee motion:



The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints Joy Bodin as President of Hennepin Technical College, with the anticipated effective date of January 25, 2023, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the board and chair of the Workforce and Organizational Effectiveness Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Minnesota State Colleges and Universities Personnel Plan for Administrators.

Trustee Erlandson made the motion and Trustee Sheran seconded. A roll call vote was conducted. The vote was as follows:

Trustee Erlandson	Yes
Trustee Huebsch	Yes
Trustee Morillo	Absent
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Absent

The committee voted to approve the recommended motion.

Agenda Item 3: Appointment of President for St. Cloud Technical and Community College

Committee Chair Soule invited Vice Chancellor Davis to present the Appointment of President for St. Cloud Technical and Community College, as detailed in the meeting materials.

The meeting materials for this item begin on page 101.

Committee Chair Soule asked committee members to consider the following recommended committee motion:

The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints Lori Kloos as President of St. Cloud Technical and Community College, with the anticipated effective date of January 25, 2023, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the board and chair of the Workforce and Organizational Effectiveness Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Minnesota State Colleges and Universities Personnel Plan for Administrators.

Trustee Huebsch made the motion and Trustee Erlandson seconded. A roll call vote was conducted. The vote was as follows:

Trustee Erlandson	Yes
-------------------	-----

Trustee Huebsch	Yes
Trustee Morillo	Absent
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Absent

The committee voted to approve the recommended motion.

Adjournment

The committee chair adjourned the meeting at 1:22 p.m.



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Workforce and Organizational Effectiveness Committee **DATE:** March 22, 2023

TITLE: Appointment of President for Minnesota State University Moorhead

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

PRESENTERS

Devinder Malhotra, Chancellor

PURPOSE

A president will be selected for Minnesota State University Moorhead.

BACKGROUND INFORMATION

It is anticipated that Chancellor Malhotra will recommend an individual to appoint as President of Minnesota State University Moorhead.

RECOMMENDED COMMITTEE MOTION

The Workforce and Organizational Effectiveness Committee recommends that the Board of Trustees adopt the following motion.

RECOMMENDED BOARD MOTION

The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints _____ as President of Minnesota State University Moorhead, with the anticipated effective date of July 1, 2023, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair for the board and chair of the Workforce and Organizational Effectiveness Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Minnesota State Colleges and Universities Personnel Plan for Administrators.

Date Presented to the Workforce and Organizational Effectiveness Committee: 03/22/23

Date Presented to the Board of Trustees: 03/22/23

Date of Implementation: 07/01/23



Board of Trustees Meeting
March 22, 2023
1:15 p.m.
McCormick Room, 4th Floor

Times are tentative – meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of previous meetings. Interested parties can listen to the live stream of the proceedings from the [Board website](#).

Call to Order, Roger Moe, Chair

Chancellor’s Report, Devinder Malhotra

Chair’s Report, Roger Moe

Consent Agenda

- 1. Minutes of the Board of Trustees Meeting, November 15, 2022**
- 2. Minutes of the Board of Trustees Meeting, January 25, 2023**
- 3. Proposed Amendment to Board Policy 2.8 Student Life**
- 4. Contracts Requiring Board Approval**
 - a. Customized Training, Dakota County Technical College**
 - b. Marketing/Advertising Contract, Winona State University**
 - c. Library Renovation and Tutor and Learning Center Consolidation, Lake Superior College**
 - d. Window and Siding Replacement, Williams Hillside Apartments, Minnesota State Community and Technical College - Fergus Falls Campus**
 - e. Parking Lot #6 Pavement Rehabilitation, Normandale Community College**
 - f. Library Building Renovation Construction Contract – Phase 1, Normandale Community College**
 - g. Construction Phase 2 Locker Room Project, Riverland Community College**
 - h. Campus-wide Door Hardware and Access, Rochester Community and Technical College**
 - i. Heintz Center South Parking Lot Improvements, Rochester Community and Technical College**

Workforce and Organizational Effectiveness Committee, George Soule, Chair

- **Appointment of President for Minnesota State University Moorhead**

Academic and Student Affairs Committee, Cheryl Tefer, Chair

- Report of the Committee

Audit Committee, Alex Cirillo, Chair

- Report of the Committee



Finance and Facilities Committee, Jay Cowles, Chair

- Report of the Committee

Outreach and Engagement Committee, Dawn Erlandson, Chair

- Report of the Committee

Student Associations

1. Lead MN, John Runningen, President
2. Students United, Kaileigh Weber, State Chair

Minnesota State Colleges and Universities Bargaining Units

1. American Federation of State, County, and Municipal Employees Council 5, Minnesota State Policy Committee, Jennifer Erwin, President
2. Inter Faculty Organization, Jenna Chernega, President
3. Middle Management Association, Gary Kloos, Executive Director
4. Minnesota Association of Professional Employees, Nicole Emerson, Regional Director
5. Minnesota State College Faculty, Kevin Lindstrom, President
6. Minnesota State University Association of Administrative and Service Faculty, Alex Kromminga, President

Trustee Reports

Adjournment

Bolded items indicate action is required.



Consent Agenda
March 22, 2023

-
- 1. Minutes of the Board of Trustees Meeting, November 15, 2022**
 - 2. Minutes of the Board of Trustees Meeting, January 25, 2023**
 - 3. Proposed Amendment to Board Policy 2.8 Student Life**
 - 4. Contracts Requiring Board Approval**
 - a. Customized Training, Dakota County Technical College**
 - b. Marketing/Advertising Contract, Winona State University**
 - c. Library Renovation and Tutor and Learning Center Consolidation, Lake Superior College**
 - d. Window and Siding Replacement, Williams Hillside Apartments, Minnesota State Community and Technical College - Fergus Falls Campus**
 - e. Parking Lot #6 Pavement Rehabilitation, Normandale Community College**
 - f. Library Building Renovation Construction Contract – Phase 1, Normandale Community College**
 - g. Construction Phase 2 Locker Room Project, Riverland Community College**
 - h. Campus-wide Door Hardware and Access, Rochester Community and Technical College**
 - i. Heintz Center South Parking Lot Improvements, Rochester Community and Technical College**





**Board of Trustees
Meeting Minutes
November 15, 2022**

A meeting of the Board of Trustees was held on November 15, 2022.

Trustees present: Roger Moe, Chair; George Soule, Vice Chair; Victor Ayemobuwa, Alex Cirillo, Jay Cowles, Dawn Erlandson, Tim Huebsch, Jerry Janezich, April Nishimura, Kathy Sheran, Cheryl Tefer

Trustees absent: Asani Ajogun, Jim Grabowska, Javier Morillo, Oballa Oballa

Staff present: Devinder Malhotra, Chancellor

The meeting materials for this meeting are available [here](#), starting on page 18. An audio recording of the meeting is available [here](#).

Chair Moe called the meeting to order at 3:25 p.m.

Emeritus Recognition

Chair Moe shared the following recommendation forwarded from the Workforce and Organizational Effectiveness Committee:

Upon the recommendation of Chancellor Malhotra, in recognition that the following individuals have served as presidents with great distinction, the Board of Trustees hereby confers the honorary title of President Emeritus upon:

- *Dennis Bona, Northland Community and Technical College*
- *Richard Davenport, Minnesota State University, Mankato*
- *Connie Gores, Southwest Minnesota State University*
- *Faith Hensrud, Bemidji State University and Northwest Technical College*
- *Patrick Johns, Anoka-Ramsey Community College and Lake Superior College*
- *Laura Urban, Alexandria Technical and Community College*

A roll call vote was conducted. The vote was as follows:

Trustee Ajogun	Absent
Trustee Ayemobuwa	Yes
Trustee Cirillo	Yes
Trustee Cowles	Yes



Trustee Erlandson	Yes
Trustee Grabowska	Absent
Trustee Huebsch	Yes
Trustee Janezich	Yes
Trustee Moe	Yes
Trustee Morillo	Absent
Trustee Nishimura	Yes
Trustee Oballa	Absent
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Yes

The board voted to approve the recommended motion. Chair Moe invited the new presidents emeritus to make remarks.

Adjournment

Chair Moe adjourned the meeting at 3:53 p.m.



**Board of Trustees
Meeting Minutes
January 25, 2023**

A meeting of the Board of Trustees was held on January 25, 2023.

Trustees present: Roger Moe, Chair; George Soule, Vice Chair; Victor Ayemobuwa, Alex Cirillo, Jay Cowles, Dawn Erlandson, Jim Grabowska, Tim Huebsch, Jerry Janezich, April Nishimura, Kathy Sheran

Trustees absent: Asani Ajogun, Javier Morillo, Oballa Oballa, Cheryl Tefer

Staff present: Devinder Malhotra, Chancellor

The meeting materials for this meeting are available [here](#), starting on page 102. An audio recording of the meeting is available [here](#).

Chair Moe called the meeting to order at 1:27 p.m.

Chancellor's Report, Devinder Malhotra

Chair Moe, Vice Chair Soule, and trustees:

Today, my remarks are focused on our biennial budget request and capital request. We are at a critical juncture for our state and our system. The future of the state and that of our system is intrinsically tied. The state can't prosper if we are not firing on all cylinders. We have a strong obligation to get the message across not only to the Legislature but all Minnesotans.

As has been shared with the board, last week I had the opportunity to present to both the House and Senate Higher Education committees and Capital Investment committees. The discussion that occurred in all four committees was informative and engaging. I want to thank our team who helped to prepare us for these discussions and the trustees and presidents who attended the hearings.

When we set out to develop our biennial budget request we had one phrase that resonated in all our planning and discussions – BOLD. Be BOLD in what we envision our colleges and universities to need to enhance access for our students and the communities they serve; Be BOLD in what our students need to persist and succeed for themselves, their families, their communities and ultimately the state; And to Be BOLD in our advocacy. That is why we engaged in budget listening sessions across the state in

the fall. That is why we toured the state two weeks ago - joined by our presidents to meet with editorial boards to share our message. That is why our campus leaders are reaching out to their business and community partners asking for their support of our budget request.

Minnesota State appreciates that the state colleges and universities were figured prominently in Governor Walz higher education budget recommendation yesterday. However, the target though appreciated falls short of what is needed to ensure accessible public higher education as a possibility for the entirety of our state's future workforce, which is an economic imperative for Minnesota. The message we have received from our community partners was clear that they need a robust effort to plan to deliver more talented workers in every corner of the Minnesota and our proposal is key to that success.

Our biennial budget request will enable us to put in place an infrastructure that will increase the number of students we educate and our scale of operations. The student support and workforce development categories include initiatives that facilitate enhanced access and ability to persist and succeed for our students. Minnesota State Stabilization category makes a compelling case to appropriately resource our colleges and universities for them to bring about needed changes in the strategic positioning and business models to accomplish the expansion of number of students we educate and graduate. Our capital request was well received in both the House and Senate committees with a big emphasis on HEAPR. Tomorrow, the Governor will release his recommendation to the legislative and I am confident that his proposal will be robust for Minnesota State.

Even though the football season is coming to a close and a certain Cleveland team seems to have experienced a "rebuilding season" this year – something that I know Minnesota fans are well accustomed to – I can always find a way to incorporate a football analogy into my remarks. Although it may feel like we are in the locker room at half time trying to figure out what we are going to do when we retake the field – the reality of our situation is this. The game hasn't yet begun. We're still warming up in the tunnels. We have four FULL quarters to go. For this game, we need all our players fully prepared and ready for the game – it will be important that we continue the strong advocacy and partnership that we started this session with. I am appreciative of our statewide student associations and bargaining groups who have their advocacy days planned at the Capitol and the work that our presidents are doing both here in St. Paul and also back in their local communities.

Two quotes from President Kennedy come to mind as I look at the work ahead: One, ask not that the journey be easy; ask instead that it be worth it. Two, things do not happen, but rather, things are made to happen.

I am committed to remaining BOLD and I am committed to continuing to work with the Governor, legislators, and our partners during the entire legislative session to position Minnesota State to deliver for the students and communities we serve.

And with that Chair Moe, that concludes my remarks.

Chair's Report

Thank you, Chancellor Malhotra, for your remarks.

Thank you, Chancellor, for your remarks. I want to thank you and your team for your efforts up to this point in the legislative process. This past week we had the opportunity to present in the House and Senate Finance and Capital Investment committees. I am pleased to note that our message seemed to resonate with committee members.

I also want to call out the recent media swing which took us to Bemidji, Moorhead, Alexandria, Marshall, Mankato, Rochester, Winona, and the Twin Cities to generate support for our legislative ask. We will be sharing the results of that effort with the board and more importantly, we will be sharing the results with policymakers.

At the board's Executive Committee earlier this month, we discussed the advocacy plan that has been created to support our legislative efforts. I believe this plan is well thought out and we must maintain our focus on executing this plan.

The bottom line is this: what we need from the governor and the legislature is a better bottom line for our system. I appreciate the governor's support and recognize that Minnesota State fared well within the overall higher education budget. I also acknowledge that the governor's budget is twice what we ended up with last session. However, I am also keenly aware of what we heard consistently from our community and business partners across the state: they need Minnesota State to train and educate students to meet their workforce needs now and in the future. Minnesota State is a critical workforce development tool for the state and investments in the colleges and universities of Minnesota State are investments in the future economic vitality and prosperity of our state.

Chancellor, I know you are laser focused on this work. The message you are delivering to House and Senate committees has been clear and compelling. Your advocacy and leadership have been exemplary, and I am grateful for your efforts. I have confidence in our plan to advocate for what the system needs and, in our ability to tackle the work ahead.

I also want to note that we started this month's meeting with a joint meeting with Leadership Council – I was sorry to miss this session since it is always a great opportunity to connect with Leadership Council colleagues. However, I had a good excuse! I was at the House Higher Education committee meeting to support Minnesota State's advocacy for our FY24-25 biennial budget request. However, I heard positive

feedback about the presentation and discussion on the pandemic impact on the workforce.

Consent Agenda

Chair Moe asked if anyone wanted to remove an item from the Consent Agenda. Trustee Grabowska made the motion to approve the consent agenda and Trustee Cirillo seconded. A roll call vote was conducted. The vote was as follows:

Trustee Ajogun	Absent
Trustee Ayemobuwa	Yes
Trustee Cirillo	Yes
Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Grabowska	Yes
Trustee Huebsch	Yes
Trustee Janezich	Yes
Trustee Moe	Yes
Trustee Morillo	Absent
Trustee Nishimura	Yes
Trustee Oballa	Absent
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Absent

The board voted to approve the consent agenda as follows:

- 1. Minutes of the Board of Trustees Meeting, November 16, 2022**
- 2. Select Audit Firm for Systemwide External Auditing Services**
- 3. Select Audit Firm for Internal Auditing Services**
- 4. Revise Office of Internal Auditing Charter**
- 5. Proposed Amendment to Board Policies – Technical Changes**
 - a. Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration**
 - b. Policy 1A.4 System Administration Appointment of Administrators**
 - c. Policy 1C.2 Fraudulent and Other Dishonest Acts**
 - d. Policy 1D.1 Office of Internal Auditing**
- 6. Contracts Requiring Board Approval**
 - a. Crawford B. Hall Restroom Renovation, Minnesota State University, Mankato**
 - b. Social Media Ad Placement, Minnesota State University, Mankato**
 - c. eProcurement, Contracts, and Sourcing Enterprise Software Renewal, System Office**
 - d. External Auditing Services, FY23-25, System Office**
 - e. Internal Auditing Services, FY23-25, System Office**

Board Standing Committee Reports

Workforce and Organizational Effectiveness Committee, George Soule, Chair

Committee Chair Soule reported that that committee approved recommendations for two appointments.

Firstly, the Workforce Organization Effectiveness Committee recommends the Board of Trustees adopt the following motion:

The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints Joy Bodin as President of Hennepin Technical College, with the anticipated effective date of January 25, 2023, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the board and chair of the Workforce and Organizational Effectiveness Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Minnesota State Colleges and Universities Personnel Plan for Administrators.

Recommendations of a committee do not require a second. A roll call vote was conducted. The vote was as follows:

Trustee Ajogun	Absent
Trustee Ayemobuwa	Yes
Trustee Cirillo	Yes
Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Grabowska	Yes
Trustee Huebsch	Yes
Trustee Janezich	Yes
Trustee Moe	Yes
Trustee Morillo	Absent
Trustee Nishimura	Yes
Trustee Oballa	Absent
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Absent

The board voted to approve the recommended motion. Joy Bodin was introduced to make remarks.

Secondly, the Workforce Organization Effectiveness Committee recommends the Board of Trustees adopt the following motion:

The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints Lori Kloos as President of St. Cloud Technical & Community College, with the anticipated effective date of January 25, 2023, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the

board and chair of the Workforce and Organizational Effectiveness Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the Minnesota State Colleges and Universities Personnel Plan for Administrators.

Recommendations of a committee do not require a second. A roll call vote was conducted. The vote was as follows:

Trustee Ajogun	Absent
Trustee Ayemobuwa	Yes
Trustee Cirillo	Yes
Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Grabowska	Yes
Trustee Huebsch	Yes
Trustee Janezich	Yes
Trustee Moe	Yes
Trustee Morillo	Absent
Trustee Nishimura	Yes
Trustee Oballa	Absent
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Absent

The board voted to approve the recommended motion. Lori Kloos was introduced to make remarks.

The board also received reports from meetings of the following committees:

- Academic and Student Affairs, Alex Cirillo, Vice Chair (
- Audit Committee, Alex Cirillo, Chair
- Finance and Facilities Committee, Jay Cowles, Chair
- Outreach and Engagement Committee, Dawn Erlandson, Chair

Student Associations and Bargaining Units

Student associations and bargaining units were invited to submit written remarks and were given the opportunity to address the board in person. Written remarks were provided by AFSCME and Students United and have been posted to the board website.

In person remarks were provided by:

- Lead MN: Karina Villeda, Vice President
- Students United: Kaileigh Weber, State Chair
- American Federation of State, County and Municipal Employees: Jennifer Erwin, President – Minnesota State Policy Committee
- Inter Faculty Organization: Jenna Chernega, President

- Minnesota State College Faculty: Kevin Lindstrom, President
- Minnesota State University Association of Administrative and Service Faculty: Alex Kromminga, President

Trustee Reports

No additional remarks were made by trustees.

The next board meetings are scheduled for March 21-22, 2023.

Adjournment

Chair Moe adjourned the meeting at 2:35 p.m.