



Meeting Minutes May 21-22, 2024

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**Ad Hoc Committee on Future Readiness
Meeting Minutes
May 1, 2024**

A meeting of the Ad Hoc Committee on Future Readiness of the Board of Trustees was held on May 1, 2024.

Committee members present: Kathy Sheran, Vice Chair; Jim Grabowska, Vice Chair; Tim Huebsch, Idman Ibrahim

Committee members absent: None

Other board members present: Jay Cowles, Roger Moe, Cheryl Tefer

Staff present: Scott Olson, Chancellor; Kari Campbell, Executive Director

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Chair Sheran called the meeting to order at 9:00 a.m.

Agenda Item 1 - 5

Chair Sheran led the committee through a discussion of the following agenda items:

1. Review of draft committee charter
2. Discuss additional goals for committee
3. Discuss desired outcomes
4. Discuss additional participation in committee work
5. Establish meeting plan and schedule

Chair Sheran will work with Vice Chair Grabowska and Executive Director Campbell to scheduled upcoming ad hoc committee meetings.

Adjournment

Chair Sheran adjourned the meeting at 10:03 a.m.





**Outreach and Engagement Committee
Meeting Minutes
May 21, 2024**

A meeting of the Outreach and Engagement Committee of the Board of Trustees was held on May 21, 2024, in the McCormick Rooms, 4th Floor.

Committee members present: Dawn Erlandson, Chair; Jerry Janezich, Vice Chair; Alex Cirillo, Jim Grabowska, Idman Ibrahim, Christopher Richter, and Cheryl Tefer.

Other board members present: Micah Coatie, Jay Cowles, Tim Huebsch, Roger Moe, Kathy Sheran, and George Soule.

Staff present: Scott Olson, Chancellor; Noelle Hawton, Chief Marketing and Communications Officer.

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Erlandson called the meeting to order at 1:59 p.m.

Agenda Item 1: Approval of the Meeting Minutes for April 16, 2024

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

The minutes were approved unanimously.

Agenda Item 2: Marketing Update

Committee Chair Erlandson invited Noelle Hawton, Chief Marketing and Communications Officer; Barbara Hein, Director of Marketing; Audrey Bergengren, Vice President of Strategic Enrollment and Marketing, Metro State University; Brittany Tweed, Director of Financial Aid, Metro State University; and Karen Reilly, Dean of Integrated Communications, Minnesota State Community and Technical College, to present on a Marketing Update, as detailed in the meeting materials.

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

Agenda Item 3: Customized Contract Training Update

Committee Chair Erlandson invited Shannon Bryant, Executive Director, Workforce and Economic Development; Travette Webster, Chief Operating Officer, Learning Resource Network (LERN); Annette Parker, President, South Central College; Kristin Underwood, Director of Customized Workforce Education, South Central College; Carrie Brimhall, President, Minnesota State Community and Technical College; Craig Beytien, Vice President of Strategic Engagement, Minnesota State Community and Technical College; and John Hoffman, President, Bemidji State University and Northwest Technical College, to present on a Customized Contract Training Update, as detailed in the meeting materials.

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

Adjournment

The committee chair adjourned the meeting at 3:37 p.m.



**Academic and Student Affairs Committee
Meeting Minutes
May 21, 2024**

A meeting of the Academic and Student Affairs Committee of the Board of Trustees was held on May 21, 2024.

Committee members present: Cheryl Tefer, Chair; Dawn Erlandson, Christopher Richter, Kathy Sheran, Idman Ibrahim,

Committee members absent: Alex Cirillo, Vice Chair; Javier Morillo

Other board members present: Jay Cowles, Jim Grabowska, Tim Huebsch, Roger Moe, George Soule, Jerry Janezich

Staff present: Scott Olson, Chancellor; Satsha Green-Stephen, Sr. Vice Chancellor for Academic and Student Affairs

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Tefer called the meeting to order at 12:40 p.m.

Agenda Item 1: Approval of the Meeting Minutes for May 21, 2024

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

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

Agenda Item 2: Proposed Amendment to Board Policy 2.3 Student Involvement in Decision-Making (First Reading)

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs to present Proposed Amendment to Board Policy 2.3 Student Involvement in Decision-Making (First Reading) as detailed in the meeting materials.

This being a first reading of the item, there was no vote taken.

Agenda Item 3: Proposed Amendment to Board Policy 2.6 Intercollegiate Athletics (Second Reading)

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs to present Proposed Amendment to Board Policy 2.6 Intercollegiate Athletics (Second Reading) as detailed in the meeting materials.

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

The Academic and Student Affairs Committee recommends that the Board of Trustees approve the Proposed Amendment to Board Policy 2.6 Intercollegiate Athletics (Second Reading)

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

Trustee Cirillo	Absent
Trustee Erlandson	Yes
Trustee Ibrahim	Yes
Trustee Janezich	Yes
Trustee Morillo	Absent
Trustee Sheran	Yes
Trustee Tefer	Yes

The committee voted to approve the recommended motion.

Agenda Item 4: Proposed Amendment to Board Policy 3.27 Copyright (Second Reading)

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs to Proposed Amendment to Board Policy 3.27 Copyright (Second Reading) as detailed in the meeting materials.

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

The Academic and Student Affairs Committee recommends that the Board of Trustees approve the Proposed Amendment to Board Policy 3.27 Copyright (Second Reading)

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

Trustee Cirillo	Absent
Trustee Erlandson	Yes
Trustee Ibrahim	Yes

Trustee Janezich	Yes
Trustee Morillo	Absent
Trustee Sheran	Yes
Trustee Tefer	Yes

The committee voted to approve the recommended motion.

Agenda Item 5: Developmental Education Redesign

Committee Chair Tefer invited Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs along with Jesse Mason, Associate Vice Chancellor for Student Affairs to present Developmental Education Redesign, as detailed in the meeting materials.

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

Adjournment

The committee chair adjourned the meeting at 1:46 p.m.



**Finance and Facilities Committee
Meeting Minutes
May 22, 2024**

A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Wednesday, May 22, 2024.

Committee members present: Jay Cowles, Chair; Micah Coatie, Jim Grabowska, Tim Huebsch, Jerry Janezich, and Kathy Sheran.

Committee members absent: April Nishimura

Other board members present: Alex Cirillo, Dawn Erlandson, Roger Moe, Christopher Richter, George Soule, and Cheryl Tefer

Staff present: Scott Olson, Chancellor; Bill Maki, Vice Chancellor for Finance and Facilities

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Cowles called the meeting to order at 9:40 a.m.

Agenda Item 1: Approval of the Meeting Minutes for April 16, 2024

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

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

Micah Coatie	Aye
Jay Cowles	Aye
Jim Grabowska	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
April Nishimura	Absent
Kathy Sheran	Aye

The committee voted to approve the minutes.



Agenda Item 2: Updates from the Vice Chancellor

Committee Chair Cowles invited Vice Chancellor Maki to present updates to the committee. The vice chancellor provided information on:

- Moody's Rating Update May 17, 2024
- St. Cloud State University Budget Reductions
- June Board Finance Training
- Legislative results

Vice Chancellor Maki was joined by Brian Yolitz, Associate Vice Chancellor for Facilities, who provided additional updates on the following:

- Legislative results related to our FY2024 Capital Program request to the State of MN
- Update on System Office Space Redesign

Agenda Item 3: Contracts Requiring Board Approval: Lease Agreement, Maverick Innovation Gateway, Minnesota State University, Mankato

Committee Chair Cowles invited Brian Yolitz, Associate Vice Chancellor for Facilities, to present the contract for review. Additional information was presented by Ed Inch, President, MSU Mankato; Anne Gillespie, Vice President for Finance and Administration, MSU Mankato; and Cathy Willette, Assistant Vice President, University Advancement, Director of Development, College of Business, MSU Mankato.

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

The Finance and Facilities Committee recommends the Board of Trustees authorize the chancellor or the chancellor's designee to enter into a lease with Terratron, Inc. for facility space at 230 Stadium Drive, Mankato to create Minnesota State University, Mankato's Maverick Innovation Gateway for a term of 10 years from December 1, 2024, through November 30, 2034, and total lease costs not to exceed \$3,400,000 over the term. The Finance and Facilities Committee further recommends that the Board of Trustees direct the chancellor or his 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:

Micah Coatie Aye

Jay Cowles	Aye
Jim Grabowska	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
April Nishimura	Absent
Kathy Sheran	Aye

The committee voted to approve the recommended motion.

Agenda Item 4: FY2026 Capital Budget Request Guidelines (Second Reading)

Committee Chair Cowles invited Vice Chancellor Maki to present the Capital Budget Request Guidelines as detailed in the meeting materials. The Vice Chancellor was joined by Brian Yolitz, Associate Vice Chancellor for Facilities who presented the second reading of the guidelines.

This agenda item was presented with the goal of obtaining Board of Trustees approval of guidelines for developing the capital investment request of the State of Minnesota during the 2026 legislative session and potential Revenue Fund projects funded through the future sale of revenue bonds by Minnesota State.

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

The Finance and Facilities Committee recommends the Board of Trustees approve overarching capital program guidelines as outlined above. These guidelines are to be used by the chancellor in developing a recommendation for capital investment funding by the State of Minnesota in the 2026 legislative session and for potential Revenue Fund bond sales in future years. These guidelines may be amended by the Board of Trustees based on their ongoing work and outcomes of the 2024 or 2025 legislative sessions.

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

Micah Coatie	Aye
Jay Cowles	Aye
Jim Grabowska	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
April Nishimura	Absent
Kathy Sheran	Aye

The committee voted to approve the recommended motion.

Agenda Item 5: Proposed Amendment to Board Policy 5.19 Travel Management (First Reading)

Committee Chair Cowles invited Vice Chancellor Maki to present the first reading of the proposed amendment to Board Policy 5.19 Travel Management. The Vice Chancellor was joined by Dr. Tim Anderson, System Director for Procurement and Contract Management.

Proposed amendments consist mostly of technical edits, and the application of new formatting and writing standards. A section pointed to related documents was also added. This being the first reading, there was no vote taken.

Agenda Item 6: Proposed Amendment to Board Policy 5.20 Special Expenses and Chancellor/Presidential Expense Allowances (First Reading)

Committee Chair Cowles invited Vice Chancellor Maki to present the first reading of the proposed amendments to Board Policy 5.20 Special Expenses and Chancellor/Presidential Expense Allowances.

The proposed amendments consist of:

- Retitling of the policy to Special Expenses and Chancellor/Presidential Expense Accounts. The term Allowances has caused confusion because of certain allowances spelled out in system employment contracts.
- Adding a new section defining the policy was added, along with the addition of a section defining the chancellor's authority.
- Updating the expense amount limits which had not been adjusted for approximately 25 years.
- Application of new formatting and writing standards.

This being the first reading, there was no vote taken.

Agenda Item 7: FY2025 Annual Operating Budget (First Reading)

Committee Chair Cowles invited Vice Chancellor Maki to present the first reading of the FY2025 Annual Operating Budget. Vice Chancellor Maki was joined by Steve Ernest, System Director for Financial Planning & Analysis.

Board Policy 5.9, Biennial and Annual Operating Budget Planning and Approval, requires the Board of Trustees to approve the systemwide annual all funds operating budget plans for colleges, universities, and the system office. Board Policy 5.11, Tuition and Fees, requires the Board of Trustees to approve the tuition and fee structure for all colleges and universities.

The budgetary implications of legislation enacted by the Minnesota legislature are being reviewed, and discussions are being held with stakeholders on campuses to finalize budgetary plans as the academic year is coming to a close.



**Board of Trustees
Meeting Minutes
May 22, 2024**

A meeting of the Board of Trustees was held on May 22, 2024.

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

Trustees absent: Micah Coatie, Idman Ibrahim, Javier Morillo, April Nishimura, Christopher Richter

Staff present: Scott Olson, Chancellor

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Chair Moe called the meeting to order at 11:34 a.m.

Student Associations and Bargaining Units

Student associations and bargaining units were invited to submit written remarks and given the opportunity to address the board in person. No written remarks were provided.

In person remarks were provided by:

- Lead MN: Rachel Boeke, Executive Director
- Students United: Marwah Asif, President
- Inter Faculty Organization: Jenna Chernega, President
- Minnesota Association of Professional Employees: Aaron Pierson, Minneapolis College
- Minnesota State College Faculty: Matt Dempsey, Vice President

Chancellor's Report, Scott Olson

Chair Moe, Vice Chair Soule, and trustees-

As you are all aware, the legislative session ended chaotically and didn't end in the things we had been lobbying for. We remain committed to continuing this work and have laid the groundwork with many legislators for future sessions. I want to thank all the trustees who engaged so heartily to move this agenda forward. It's true that NextGen will go live in about a month. Companion projects are also in motion. This is an unprecedented amount of change coming. We should

anticipate that things may not go smoothly and there may be problems, but this goes with the sustainability we have all talked about that the system needs. Intensive hyper care will be available during the weeks immediately following 'go live'. There is variability in how ready campuses are. I will let the Board know when it looks like we are through the toughest of it, when hyper care is over and the number of service tickets diminish.

A couple of other items: First, I wanted to give a shout out to Dr. Joyce Ester, who was named one of the "Women in Business" leaders by Minneapolis-St. Paul magazine-congratulations for this recognition! I also wanted to bring up the age-old philosophical question of 'systemness' vs. autonomy of individual campuses. There has always, and will continue to be, a lot of discussion of this concept. I believe our 'systemness' is our 'secret power' that allows us to transcend problems that other higher education institutions are having as they face the changing landscape. It enables us to do things like NextGen and focus on Equity 2030, while letting campuses have their own uniqueness. I look forward to talking about this further. With that, Chair Moe, I conclude my remarks.

Chair's Report

Thank you, Chancellor, my comments will be brief. As it relates to the legislative session, we all share the disappointment. There are two things our government relations team does: one is to advance some initiatives, and the other is to stop the advancement of certain initiatives, which our team was highly successful at. I want to thank them for their efforts. I also want to thank our financial people as well. Our positive credit rating saves hundreds of millions of taxpayer dollars over the long haul, and is really quite profound and a positive reflection on the system.

A couple of other items: I have received word from Trustee Nishimura who sends her best wishes to everyone, as her current trustee tenure ends this summer and she will not be able to continue on as a trustee. You are going to be required to read an AI book as part of our preparation for this effort. "Brave New Words" will serve as a starting point for discussions in June and continue the discussion at the Board retreat.

Thank you again, trustees, for attending nearly thirty commencements this past month! I want to close with something about higher education. I come from very rural Minnesota and saw an exciting headline from the "Erksine Echo": Winamac Seniors Presented with Over \$158,000 in Academic Scholarships" on Awards night. Hats off to my small school district!

Consent Agenda

Chair Moe asked if anyone wanted to remove an item from the Consent Agenda. A roll call vote was conducted. Trustee Huebsch motioned and Trustee Grabowska seconded. The vote was as follows:

Trustee Cirillo	Yes
Trustee Coatie	Absent
Trustee Cowles	Yes
Trustee Erlandson	Yes

Trustee Grabowska	Yes
Trustee Huebsch	Yes
Trustee Ibrahim	Absent
Trustee Janezich	Yes
Trustee Moe	Yes
Trustee Morillo	Absent
Trustee Nishimura	Absent
Trustee Richter	Absent
Trustee Sheran	Yes
Trustee Soule	Yes
Trustee Tefer	Yes

The board voted to approve the consent agenda as follows:

1. Minutes of April 17, 2024
2. Proposed FY2025 Board Operating Budget
3. Proposed Amendment to Board Policy 2.6 Intercollegiate Athletics (Second Reading)
4. Proposed Amendment to Board Policy 3.27 Copyrights (Second Reading)
5. Contracts Requiring Board Approval Lease Agreement, Maverick Innovation Gateway, Minnesota State University, Mankato
6. FY2026 Capital Budget Request Guidelines (Second Reading)

Board Standing Committee Reports

The board received reports from meetings of the following committees:

- Academic and Student Affairs Committee, Cheryl Tefer, Chair
- Finance and Facilities Committee, Jay Cowles, Chair
- Outreach and Engagement Committee, Dawn Erlandson, Chair
- Joint Diversity, Equity and Inclusion/Finance and Facilities Committees, George Soule, Chair

Other Reports

There were no other trustee reports.

Adjournment

Chair Moe adjourned the meeting at 12:26 p.m.

This being the first reading, there was no vote taken. A second reading will take place at the June meeting.

Adjournment

The committee chair adjourned the meeting at 11:25 a.m.