

Saint Mary's University of Minnesota

Winona, Minnesota

BOARD OF TRUSTEES

Meeting of
February 10 - 11, 2005

- 1. General Summary**
2. Official Resolutions

Minutes of the February meeting of the Saint Mary's University of Minnesota Board of Trustees,
February 11, 2005.

1. General Summary

The meeting was called to order by Mr. John Ehlert, Chairman of the Board.

1. The invocation was offered by Bishop Bernard Harrington.
2. The roll call was taken by Ms. Mary Becker, Administrative Assistant to the President. A quorum was declared.

Present: Ms. Mary Burrichter, Br. Michael Collins, FSC, Mr. Lyle Delwiche, Br. Louis DeThomasis, FSC, Mr. Michael Dooley, Mr. John Ehlert, Mr. Rob Figliulo, Br. Craig Franz, FSC, Dr. Renee Garpestad, Mr. Michael Gostomski, Bishop Bernard Harrington, Mr. Tim Horan, Br. Bernard LoCoco, FSC, Br. Michael McKenery, FSC, Dr. Judith Rich O'Fallon, Mr. Sal Polizzotto, Ms. Mary Ann Remick, Mr. Donald Ross, Mr. Dan Simon, Dr. Susan Kenny Stevens, Mr. Oscar Straub, Ms. Celeste Suchocki, Mr. Bernie Wagnild, Mr. Robert Wheeler

Absent and Excused: Mr. John Carlson, Br. Francis Carr, FSC, Br. Konrad Diebold, FSC, Ms. Cindy Holler, Mr. William Jungbauer, Mr. Michael Meagher, Ms. Rhoda Olsen, Br. David Poos, FSC, Br. Stan Sobczyk, FSC, Mr. Howard Toner

Resource Persons and Guests: Ms. Mary Becker, Mr. James Bedtke, Mr. Tim Burchill, Mr. Robert Conover, Ms. Valerie Edwards Robeson, Dr. Michael Gibbs, Mr. Larry Gorrell, Mr. Karl Hatteberg, Dr. Jeffrey Highland, Ms. Linka Holey, Ms. Cynthia Marek, Ms. Ann Merchlewitz, Dr. Chris Michener, Mr. Anthony Piscitiello, Br. Stephen Rusyn, FSC, Dr. Joseph Shields, Mr. Loras Sieve, Br. Robert Smith, FSC, Dr. Jim Towers, Ms. Pam Trainor, Ms. Kami Ward

3. Mr. Ehlert called for comments from the public. There were none.

Dr. Jeffrey Highland and Ms. Tracy Lehnertz gave a presentation on the Higher Learning Commission and the reaccreditation process.

Plaques were presented to new trustees Mr. Tim Horan and Ms. Mary Ann Remick.

4. The minutes of the September 29th - October 1st meeting of the Saint Mary's University of Minnesota Board of Trustees were approved as submitted. (Official Resolutions 2.1)

Mr. John Ehlert called for the committee reports:

- 5.1 **EXECUTIVE COMMITTEE** - reported by Mr. John Ehlert

Dr. Jeff Highland and Mr. Robert Conover gave a preliminary report on the inauguration plans. A report was given by Br. Louis with regard to internal transitioning of the new president as well as a discussion concerning board transition. A board transition task

force has been created and met with Br. Craig Franz to reinforce its goal of being as accommodative as possible and to be used as a resource for the new president. Br. Louis reported that the North Central evaluation is going well and has the support and involvement of many of the faculty and staff. It was also reported that the transition from Br. Patrick Conway to District service and the appointment of Br. Stephen Rusyn as Vice President for Student Development has been going well. Br. Louis also reported that the state of the university with regard to budget is very favorable. Fundraising efforts are going well, and as of the end of January we will surpass the previous year by almost \$600,000.00. Our China endeavor is progressing, and during the first week in April, Brother Louis, Mr. Jay Skranka and Mr. Jim Bedtke will travel to China to discuss details. Brother Louis also reported that we remain optimistic with regard to our GeoSpatial Services initiative. It will be determined over the next several months whether to expand or take a more conservative approach. Last fiscal year we utilized the \$500,000 investment into GeoSpatial Services. We project that by the end of this fiscal year we will have a break-even operating budget (not including the payback of the \$500,000.)

5.2 **UNIVERSITY MISSION AND TRUSTEES COMMITTEE** - reported by Dr. Susan Kenny Stevens

Dr. Susan Kenny Stevens reported that the committee discussed the renewal of three board members whose terms expire in 2005. They are Br. Stan Sobczyk, FSC, Ms. Mary Burrichter, and Ms. Rhoda Olsen. Also discussed were four members who will be ending ten years of service and will not be eligible for renewal in May 2005. They are Dr. Renee Garpestad, Mr. Michael Gostomski, Dr. Susan Kenny Stevens and Dr. Judith Rich O'Fallon. Potential nominees to fill the slots vacated will be brought before the board at the May meeting. Dr. Stevens also reported the resignation of Mr. Chuck Self, bringing the number of vacancies on the board to five. The committee has been working on recommendations for a slate of officers to be presented for approval at the May meeting. To assist the university in living out its Lasallian mission, the committee discussed the possibility of starting a two-year cycle in May of a Lasallian formation curriculum to be presented during board meetings. A possible trip to Rome for trustees to visit the Motherhouse and learn more about our Catholic heritage was also discussed.

5.3 **UNIVERSITY RELATIONS COMMITTEE** - reported by Mr. Salvatore Polizzotto

The committee continues its goal of having the advancement program at Saint Mary's become instrumental in helping the university become a more mission driven institution as opposed to becoming tuition driven. It was reported that Dr. Bill Hendrickson made a gift of \$450,000 to the Hendrickson Institute for Ethical Leadership in addition to \$350,000 in other gifts to the institute. Mr. Polizzotto reported that gift income is up approximately \$567,000. The committee recommended 100% board participation in contributing annually to the university. Mr. Polizzotto also reminded the board that it is each individual member's responsibility to help in identifying and cultivating potential donors. Mr. Polizzotto commended the board on their participation in scholarship involvement and in the area of gift income.

5.4 **UNIVERSITY STUDENTS AND ADMISSION COMMITTEE** - reported by Br. Michael Collins, FSC

Br. Michael Collins reported that there was universal support for the fine way Br. Stephen Rusyn has accepted his responsibilities as Vice President for Student Development. A study is currently underway for _06- _07 concerning expansion for single sex housing for freshmen. A discussion took place concerning the re-establishment of football and whether or not monies would be better spent upgrading and improving already established athletic programs. There also was discussion concerning faculty/staff compensation in relation to our positioning with regard to tuition and recruiting new students.

5.5 **UNIVERSITY FINANCE AND FACILITIES** - reported by Mr. Michael Gostomski

Limited time was spent discussing next year's budgets and current financials while considerable time was spent in conversation with the Faculties and Academic Committee concerning faculty salaries. From these discussions it was decided to form a task force made up of trustees from the Finance and Facilities Committee, trustees from the Faculties and Academic Committee, faculty members and administrative staff appointed to study and recommend to the Board of Trustees a strategy for a long-term solution for compensation. Two resolutions were brought before the board concerning guidelines for salary increments for fiscal year 2005-2006 and the creation of a task force to address the issue of compensation. (Official resolutions 2.2 and 2.3) The last two resolutions concerning approval of the tuition, room, board and fee schedule and the mandate for the administration to complete the university's financial planning within the requirements of a balanced budget were presented to the board for approval. (Official resolutions 2.4 and 2.5) It was reported that St. Ed's Hall would be completely remodeled this summer in addition to some smaller maintenance projects.

5.6 **UNIVERSITY FACULTIES AND ACADEMIC COMMITTEE** – reported by Dr. Judith Rich O’Fallon

The committee brought forth a resolution concerning the institution’s self-study to broaden its relationship with the Higher Learning Commission to include the ability to offer all programs throughout Minnesota and Wisconsin. (Official resolutions 2.6) The committee received a report from the Academic Dean of the Twin Cities campus highlighting the new “Partners in Learning” faculty development initiative designed to complement the professional competence of the faculty with enhanced expertise in course design, delivery of instruction and assessment of student learning. Dr. Jeff Highland and Dr. Joseph Shields gave a brief report concerning student retention on the undergraduate campus.

6. **OLD BUSINESS** - None

7. **NEW BUSINESS** - None

2. Official Resolutions Approved (General Session)

1. **Be it resolved** that the minutes for the September 29 - October 1, 2004 Board of Trustees meeting be approved as previously submitted.
2. **Be it resolved** that the Board of Trustees approves the following guidelines for salary increments for fiscal year 2005-2006:
 - A. That the college faculty receive:
 1. Ranges for college faculty salaries be revised as follows:
 - Full Professor - Ceiling only at \$70,500 (Currently \$69,000)
 - Associate - Ceiling only at \$61,300 (Currently \$59,800)
 - Assistant - \$35,000 - \$52,000 (Currently \$35,000-\$50,500)
 2. Faculty salaries increase by 2.5% plus \$1000 each.
 3. The administration will continue to look at any obvious inequities of any individual faculty member and make adjustments accordingly.
 4. The administration reserves the right to grant no increase or a reduced increase to an individual faculty member.
 - B. That the professional administrative, clerical and maintenance staff receive:
 1. Salary increases of 2.5% plus \$1000 each.
 2. The administration will look at any obvious inequities of any individual and make adjustments accordingly.
 3. The administration reserves the right to grant no increase or a reduced increase to individual professional administrative, clerical or maintenance staff members.
3. **Be it resolved** that the new president appoint a task force consisting of board members from the University Finance and Facilities Committee and the University Faculties and Academic Committee, faculty members and administrative staff to recommend to the Board of Trustees strategies to address the issue of compensation.
4. **Be it resolved** that the Board of Trustees approves the tuition, room, board and fees schedule as established by the university administration for 2005-2006.
5. **Be it resolved** that the Board of Trustees continues to mandate the administration to complete the university's financial planning for next fiscal year within the requirements of a balanced budget.

Be it resolved that the Board of Trustees approve attaching an institutional change request to the institution's self-study to broaden its relationship with the Higher Learning Commission to include the ability to offer all programs throughout Minnesota and Wisconsin.