

**Saint Mary's University of Minnesota**  
**Winona, Minnesota**

**BOARD OF TRUSTEES**

**Meeting of**  
**February 12-13, 2009**

- 1. General Summary**
- 2. Official Resolutions**

Minutes of the February meeting of the Saint Mary's University of Minnesota Board of Trustees, February 13, 2009.

## 1. General Summary

The meeting was called to order by Mr. Michael Meagher, Chair of the Board of Trustees.

1. Brother Lawrence Humphrey, FSC, Director of Mission, began the meeting with a Lasallian reflection/opening prayer.
2. The roll call was taken by Ms. Mary Becker, Administrative Assistant to the President. A quorum was declared.

Present: Brother Gustavo Ramirez Barba, FSC, Ms. Mary Burrichter, Ms. Cynthia Calderon, Brother Francis Carr, FSC, Brother F. Michael Collins, FSC, Brother Patrick Conway, FSC, Mr. James Coogan, Mr. Lyle Delwiche, Brother Konrad Diebold, FSC, Mr. Michael Dooley, Mr. Michael Dougherty, Mr. Thomas Dyer, Mr. John Ehlert, Ms. Karen George, Mr. Michael Gostomski, Mr. Mark Jacobs, Brother William Mann, FSC, Brother Michael McKenery, FSC, Mr. Michael Meagher, Mr. Paul Meyer, Brother Frederick Mueller, FSC, Ms. Rhoda Olsen, Mr. Sal Polizzotto, Mr. Joseph Ross, Mr. Patrick Salvi, Mr. Loras Sieve, Mr. Walter Smithe, Brother Stan Sobczyk, FSC, Mr. Oscar Straub, Ms. Celeste Suchocki

Absent and Excused: Mr. Tim Horan, Mr. Rich Reedy, Ms. Mary Ann Remick, Ms. Mary Ann Smith, Mr. Robert Wheeler

Resource Persons and Guests: Ms. Mary Becker, Mr. James Bedtke, Ms. Gena Bilden, Mr. Robert Conover, Dr. John Domanico, Dr. Jeffrey Highland, Ms. Linka Holey, Brother Lawrence Humphrey, FSC, Mr. Chris Kendall, Dr. Thomas Mans, Ms. Cynthia Marek, Mr. Lindsay McCabe, Mr. Anthony Piscitiello, Ms. Meg Richtman, Mr. Joe Sweeney, Mr. Clay Tenquist

3. Mr. Michael Meagher called for comments from the public. There were none.
4. The minutes of the September 25, 2008, meeting of the Saint Mary's University of Minnesota Board of Trustees were approved as submitted. (Official Resolutions 2.1)
5. Mr. Michael Meagher called for the committee reports:
  - 5.1 **EXECUTIVE COMMITTEE** – reported by Mr. Michael Meagher

Mr. Meagher reported that Brother William has enjoyed his contact with alumni and students thus far and there seems to be university-wide support of the eight priorities that

have been outlined earlier in the academic year in the Town Hall meetings and Open Forums. There was lengthy discussion and a general consensus that the university needs to continue to plan prudently for the unstable economy that we face. There were no legal issues to report on.

5.2 **UNIVERSITY MISSION AND TRUSTEES COMMITTEE** – reported by Ms. Cynthia Calderon

It was reported that the conversation during committee centered around the qualifications for members of the Board of Trustees. It was suggested that an outline be constructed of what the total context of the Board should be and what should our priorities be in attempting to fulfill the needs of the university. The goal was to have a draft outline prepared by the May meeting for discussion purposes. The orientation process for trustees was also discussed along with a need for focus on Lasallian formation for board members. The Board retreat will be tabled for now and will be revisited after the May meeting and after some of the short-term goals of the committee are met. Board assessment was also discussed, and the committee was going to obtain some sample surveys to aid us in doing an annual assessment.

5.3 **UNIVERSITY RELATIONS COMMITTEE** – reported by Mr. Sal Polizzotto

Bob Conover reported to the committee that the new website is in its final stages and will be ready to launch in the near future. Dr. John Domanico, President of the Alumni Board, reported a shift in membership with five members of the board now coming from the graduate programs. Lindsay McCabe gave a report on the activities of the Hendrickson Center and all trustees were encouraged to attend the upcoming speaking engagement featuring John Howard on April 21<sup>st</sup>. Sal Polizzotto reported that gift income totals were behind last year due to fewer donors with expectations for the future being uncertain. The five funding priority areas for Saint Mary's were identified as Diversity, Lasallian Tradition and Programs, Science, Athletics and Performing Arts.

5.4 **UNIVERSITY STUDENTS AND ADMISSION COMMITTEE** – reported by Brother Michael McKenery, FSC

Since the diversity resolution passed at the September Board meeting, there has been considerable discussion regarding support of multicultural students at the university. Saint Mary's does a good job of recruiting diverse students, but we need to develop a better strategy in retaining them. While the benefits of an Office of Diversity at the university may well better coordinate existing efforts, it will require ongoing education and integration from all areas of the university as we move forward. On January 17-20 Saint Mary's hosted a Lasallian Coaches Clinic co-sponsored by the Midwest District Office of Mission and Formation. It was reported to be a very positive experience for all involved and we hope to continue that practice in the future. The SMU Athletic Department was honored at the NCAA National Convention and received the National Association of Division III Athletic Administrators Community Service Award for their

efforts in responding to the flooding in 2007. Admissions reports that currently at second semester we have 1,242 students on the Winona campus, 41 students which are new, creating an attrition rate of 6.5, which was slightly lower than we experienced in the past two or three years. Applications and confirmation for the fall are running behind. The committee engaged in a good discussion on the discount tuition rate to better understand the process and its impact. The committee applauded the report sent to it concerning the Veterans' initiatives and the actions being taken on both campuses. Currently there are 71 students benefitting from the programs initiated for veterans. The Twin Cities showed a slight decrease in applications and a slight increase in credit hours, yet year-to-date running behind in credit hours due to current economic conditions. Winona programs showed a significant drop in credit hours.

5.5 **UNIVERSITY FINANCE AND FACILITIES COMMITTEE** – reported by Ms. Mary Burrichter

The endowment has experienced considerable loss with the current economic conditions and Brother William, Mary Burrichter and Michael Meagher will discuss creating an investment subcommittee to monitor the situation. Capital projects on both campuses for the summer are on hold due to the uncertain economy. A resolution was brought before the board concerning the salaries and benefits for faculty and staff. (Official resolutions 2.2) A second resolution was brought forth concerning tuition and room and board rates. (Official resolutions 2.3) And a third resolution concerning the university's financial planning being done within the constraints of a balanced budget was brought before the board. (Official resolutions 2.3)

5.6 **UNIVERSITY AUDIT COMMITTEE** – reported by Mr. James Coogan

The committee had a good discussion concerning the relationship between Saint Mary's and its auditing firm, Virchow Krause, which has served the university since the early 90's. (Official Resolution 2.4)

5.7 **UNIVERSITY FACULTIES AND ACADEMIC COMMITTEE** – reported by Mr. Thomas Dyer

The committee discussed the four major priorities that were gleaned from the various open forum meetings and town hall gatherings that Brother William held on both campuses, those being 1) Provide additional opportunities for faculty and staff to be mentored into the Lasallian Catholic mission; 2) Enhance technology and training; 3) Create a culture that celebrates and recognizes the contributions of all employees who work for the university; and 4) Provide programming and services that support and value international and domestic students of color to enable them to be successful at Saint Mary's. The proposals by the college faculty of a possible change in the academic calendar were also discussed, whereby classes would be eliminated on Labor Day and we would institute a longer Christmas break and a shorter Easter break. The change in the

study abroad program in Italy was also discussed briefly. Saint Mary's will now become affiliated with an organization that runs a program in Italy for a number of universities. Merri Moody gave a presentation on the various nursing programs available at Saint Mary's, highlighting our very successful Nurse Anesthesia program.

6. **OLD BUSINESS** – none
7. **NEW BUSINESS** – none
8. Meeting adjourned

## 2. Official Resolutions Approved (General Session)

1. **Be it resolved** that the minutes from the September 25, 2008 Board of Trustees meeting be approved as previously submitted.
2. **Be it resolved** that the Board of Trustees, having taken into consideration uncertain economic conditions, directs the administration to hold salaries for the 2009-2010 fiscal year at the levels of the 2008-2009 fiscal year.
3. **Be it resolved** that the Board of Trustees approves the college tuition increase for the 2009-2010 by 4% and increased room and board by 5%.
4. **Be it resolved** that the Board of Trustees continues to mandate the administration to complete the university's financial planning for the next fiscal year within the requirements of a balanced budget.
5. **Be it resolved** that the Board of Trustees accepts the engagement letter from Virchow, Krause & Company, LLP, as independent accountants for the audit of Saint Mary's financial statements for the year ending May 31, 2009.