

Saint Mary's University of Minnesota
Winona, Minnesota

BOARD OF TRUSTEES

Meeting of
February 24-25, 2011

- 1. General Summary**
- 2. Official Resolutions
(General Session)**

Minutes of the October meeting of the Saint Mary's University of Minnesota Board of Trustees, February 25, 2011.

1. General Summary

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

1. The meeting began with an opening prayer.
2. The roll call was taken by Ms. Mary Becker, Administrative Assistant to the President. A quorum was declared.

Present: Brother Francis Carr, FSC, Brother Patrick Conway, FSC, Mr. James Coogan, Mr. Lyle Delwiche (Trustee Emeritus), Brother Konrad Diebold, FSC, Mr. Michael Dooley, Mr. Michael Dougherty, Mr. Thomas Dyer, Ms. Karen George, Mr. Michael Gostomski, Mr. William Herzog, Ms. Linda Kuczma, Brother William Mann, FSC, Brother Michael McKenery, FSC, Mr. Paul Meyer, Brother Frederick Mueller, FSC, Mr. Sal Polizzotto, Brother David Poos, FSC, Mr. Hamid Quraishi, Ms. Mary Ann Remick, Mr. Joseph Ross, Mr. Terrance Russell, Mr. Loras Sieve (Trustee Emeritus), Mr. Walter Smithe, Ms. Celeste Suchocki, Mr. Robert Wheeler

Absent and Excused: Brother Gustavo Ramirez Barba, FSC, Brother Michael Collins, FSC, Mr. Mark Jacobs, Mr. Michael Meagher, Mr. Richard Reedy, Mr. Patrick Salvi, Ms. Mary Ann Smith

Resource Persons and Guests: Ms. Mary Becker, Mr. James Bedtke, Ms. Gena Bilden, Dr. Marcel Dumestre, Dr. Marilyn Frost, Ms. Linka Holey, Brother Lawrence Humphrey, FSC, Mr. Chris Kendall, Ms. Cynthia Marek, Ms. Ann Merchlewitz, Mr. Anthony Piscitiello, Sr. Judith Schaefer, Mr. Joe Sweeney, Dr. Steven Titus

3. Mr. Michael Gostomski, Chair, called for comments from the public. There were none.
4. The minutes of the October 7-8, 2010, meeting of the Saint Mary's University of Minnesota Board of Trustees were approved as submitted. (Official Resolutions 2.1)
5. Mr. Michael Gostomski called for the committee reports:
 - 5.1 **EXECUTIVE COMMITTEE** – reported by Mr. Michael Gostomski

Chairman Mike Gostomski reported that the Trustees were polled and unanimously agreed that from this date going forward, the mid-year (February meeting) of the Board of Trustees will be held on the Twin Cities campus.

5.2 **UNIVERSITY MISSION AND TRUSTEES COMMITTEE** – reported by Mr. Sal Polizzotto

The renewal and expiration dates for the terms of the trustees were examined and 11 of the 31 trustees need to be evaluated as of the May meeting. Seven trustees will be finishing their terms with four eligible for renewal. The committee has received a number of nominations for new board members and Mr. Polizzotto reported that he, along with the President and other board members, have been engaged in conversation with some of these prospective nominees. A slate of nominations for board officers and new members will be brought to the May meeting. Considerable time was spent on identifying qualifications to look for in prospective board members. The committee has also started work on developing a statement of commitment and responsibilities that each board member will be asked to meet during their term and tenure on the board. This document will be made available at the May meeting. Board self-study is still being considered, and the committee was looking at completing a self-assessment before the fall meeting.

5.3 **UNIVERSITY ADVANCEMENT COMMITTEE** – reported by Mr. Walter Smithe

The University Relations Committee has now officially changed its name to the University Advancement Committee. The committee received reports from the departments of Development, Alumni Relations, Marketing and Communications and the SGPP University Relations. The meeting then focused on three significant priorities: 1) the reorganization of University Advancement, 2) the Science Initiative feasibility study, and 3) the Centennial. After five months of study and analysis, the department of University Advancement has undergone major reorganization with an effective date of February 11, 2011. The department is predicated on two over-arching drivers, one being Dr. Steve Titus' transforming University Advancement's operations, and a bull-vision of raising \$100 million or more by 2020. Their strategy will be more aggressive to be more external, to develop a more robust donor pipeline, to expand the SMU donor base, to encourage broader engagement of our current donor base, to reshape and enlarge the visibility of the image of our university, to ramp up and ready ourselves for a comprehensive campaign, and to develop our Chicago and Minneapolis markets in terms of alumni and development. The new structure in staffing includes the following:

Joe Sweeney – Senior Development Officer/Chicago

Dominic Lawrence – Assistant Vice President for Development

Meg Richtman – Assistant Vice President for Alumni Relations

Don St. Dennis – Associate Vice President for University Relations/SGPP

Bro. Ed Siderewicz – Special Assistant to the President for First Generation Initiative (also a member of the University Advancement Senior Leadership Team)

Five new integrative teams will be formed in March: 1) Integrative Marketing 2)

Integrative Communications 3) Web and New Media 4) Branding and Design 5)

Development Strategies. Significant progress has been made on the Science Feasibility

Study. Phase I of the study is expected to be completed by March and, Phase II by the

May Board meeting, when we expect to receive a report on the findings and

recommendations of the Feasibility Study. The committee was introduced to Bridget

McCoy, who has recently been hired as Centennial and Special Events Director. The

strategy for the Centennial is fourfold, to celebrate the past, to focus on the future, to create bridges to strategic planning and development, and to establish a transformational development and fundraising agenda for the university into the next decade and beyond. The working theme for the Centennial is a Transforming Heritage, and the timeline for the Centennial will be 12/20/2012 through 6/20/2013. A planning website is expected to be live in March which will keep everyone informed of the Centennial planning through images and stories from alumni.

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

The committee had a productive meeting reviewing reports from Tony Piscitiello and Brandi DeFries in Admissions. The GRIC report was discussed, and Gina Bilden, Dean of Enrollment Management and Student Services for SGPP, submitted her report. The Pathways Program was thoroughly discussed and endorsed strongly by the committee, who viewed it as a mission-centered program and one that provides a clear path for an underserved constituency. The committee also spent a considerable amount of time reviewing enrollment, retention, graduation rates and discount rates. The Residence Hall Assessment Report prepared by Hay Dobbs was reviewed, and the committee was clear in its recommendation to the Board that both short term and long term planning for residential hall concerns be addressed.

5.5 UNIVERSITY AUDIT COMMITTEE – reported by Mr. Jim Coogan

Two resolutions were brought forth from the committee concerning the engagement letter from Baker Tilly as independent accountants for our audit and approval of the Form 990 to be filed with the I.R.S. (Official Resolutions 2.2 and 2.3)

5.6 UNIVERSITY FINANCE AND FACILITIES & UNIVERSITY INVESTMENT SUB-COMMITTEE – reported by Mr. Joe Ross

The budget year-to-date was reported as doing very well and slightly ahead. The committee was comfortable that what was approved last year is being achieved. Preparing and projecting budgets for two years out will now be used as a way to vision for the future. Net revenue is slightly down, and Admissions outlined steps being taken to target and attract the population of prospective students that may be better able to afford the tuition, thereby increasing our net revenue. The endowment was reviewed by CBIS, who manages the equity and fixed income portions of the endowment. CBIS discussed their investment techniques and benchmarks that they use to increase our comfort level; and they assured us that the fund is being appropriately managed and that we are getting an appropriate return on the corpus of the endowment. The committee will be taking steps to insure that our management of them is appropriate and that the results they are producing for us are better than what we would expect in the market place. The Hay Dobbs Assessment for a new residence hall was examined by the committee from a financial point of view. A decision is close to being made, and a broad, long-term facilities plan is being considered for the university. Due diligence continues with regard to the purchase of the Shrine buildings. In four to six weeks, a financial proposal should be in place to make a firm commitment concerning the acquisition of the property.

5.7 **UNIVERSITY FACULTIES AND ACADEMIC COMMITTEE** – reported by Ms. Mary Ann Remick

The committee meeting was opened with a demonstration by Deltak on how an online course would be offered. The personal relationship that is present between students and between students and instructors was stressed. There is a concern that the Higher Learning Commission (HLC) is slowing down the application process. Hopefully, classes will begin to be offered January 2012. Other items discussed included the Pathways Program, the ongoing search for the Vice President for Academic Affairs, and the GRIC report. Mention was made that there will be a strong effort to improve the admission and orientation processes enabling incoming freshman to feel more comfortable about being at Saint Mary's. Strong support systems will be put in place to aid freshman in achieving success in their first critical year. The Pathways to Academic Success Program (PASS) was also discussed.

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 October 7-8, 2010 Board of Trustees meeting be approved as previously submitted.
2. **Be it resolved** that the Board of Trustees, upon the recommendation of the Audit Committee, accepts the engagement letter from Baker Tilly as independent accountants for the audit of Saint Mary's University's financial statements for the year ending May 31, 2011.
3. **Be it resolved** that the Board of Trustees, upon the recommendation of the Audit Committee, approves the Form 990 to be filed with the I.R.S. and prepared by Baker Tilly for Saint Mary's University fiscal year 2010.
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 authorizes the awarding of the degree of Doctor of Humanities, *honoris causa*, to both Jack and Mary Ann Remick during commencement, 2011.