

**Saint Mary's University of Minnesota**

**Winona, Minnesota**

**BOARD OF TRUSTEES**

**Meeting of  
October 10, 2014**

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

Minutes of the October meeting of the Saint Mary's University of Minnesota Board of Trustees, October 10, 2014.

## 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, Executive Assistant to the President. A quorum was declared.

Present: Ms. Mary Burrichter, Brother William Clarey, FSC, Brother Kevin Convey, FSC, Mr. James Coogan, Dr. John Domanico, Mr. Michael Dougherty, Dr. Marilyn Frost, Mr. Michael Gostomski, Mr. James Horan, Ms. Linda Kuczma, Brother William Mann, FSC, Brother Michael McGinniss, FSC, Ms. Kaye O'Leary, Mr. Peter Pearson, Mr. Hamid Quraishi, Mr. Joseph Ross, Mr. Terrance Russell, Ms. Sandra Simon, Dr. John Smarrelli, Mr. Walter Smithe (present by phone), Ms. Celeste Suchocki, Ms. Mary Pat Wlazik

Absent and Excused: Ms. Karen George, Brother Frederick Mueller, FSC, Brother David Poos, FSC, Mr. Rich Reedy, Mr. Patrick Salvi

Trustee Emeriti also present: Mr. Bernie Wagnild

Resource Persons and Guests: Dr. Donna Aronson, Ms. Mary Becker, Mr. James Bedtke, Ms. Gena Bilden, Ms. Genelle Groh Beck, Mr. Tim Gossen, Mr. Chris Kendall, Ms. Audrey Kintzi, Ms. Ann Merchlewitz, Mr. Ben Murray, Dr. John Pyle, Brother Robert Smith, FSC

Faculty Chair: David Sokolowski, Vice Chair: Jeff Hefel

Students: Ben Buerkle, Aaron Haley, Bob Marx, Bridget Pethke and Katie Stolz

3. Mr. Michael Gostomski, Chair, called for comments from the public. There were none.
4. The minutes of the meeting of May 9, 2014, Saint Mary's University of Minnesota Board of Trustees were approved as submitted. (Official Resolutions 3.1)
5. Mr. Gostomski called for the reports from the committees.

5.1 **EXECUTIVE COMMITTEE** – reported by Brother William Mann, FSC

Ann Merchlewitz gave a legal update and there was nothing extraordinary to report at this time. Brother William gave his report to the committee focusing on four priorities: a. Continued implementation with determination of the Strategic Plan 2017 b. Continued and good progress of the re-accreditation process with the Higher Learning Commission c. Enrollment, marketing and branding initiatives with a focus on how to shape and resize, invest where appropriate, and pull back where appropriate. We are in the 5<sup>th</sup> year of our First Generation Initiative which has not only been a philanthropic success but transformational in the lives of the students involved and transformative for the entire campus. Because Tangaza College is in the process of becoming a university, the status of Christ the Institute for Education (CTIE) is in flux. It has not been determined yet as to whether CTIE will be incorporated into the corporation of Tangaza, or remain affiliated with Saint Mary's University. With the widespread discussion of sexual assault recently, we are attempting to educate our faculty, staff and students by involving them in ongoing discussions to protect and support every student on campus in matters related to sexual assault.

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

The Audit committee met with the auditors prior to the release of the report by teleconference on September 18<sup>th</sup>. There were no unusual matters reported to the committee or material weaknesses defined by the auditors in the internal controls of the institution. The process went very well. A resolution was brought before the board requesting acceptance of the audit report. (Official Resolutions 3.2)

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

The committee discussed the budget for the previous and current fiscal year. With 76 additional students, a net impact of \$646,000 was realized, but the Schools of Graduate and Professional Programs reported less credit hours resulting in \$600,000 less in the budget. Investments were reviewed and the annualized return is tracking very close to the benchmarks. Capital improvements were also reviewed. Resolutions were brought before the board regarding budget approval for 2015-16 and tuition increases for undergraduate and graduate students. (Official Resolutions 3.3 and 3.4)

5.4 **UNIVERSITY MISSION AND TRUSTEES COMMITTEE** – reported by Mr. Michael Gostomski

Report given during Executive Session. Mission and Trustees Committee met by conference call on September 8, 2014. The results of the Board assessment were reviewed and overall the results were very positive with no significant concerns to report. Recruitment of new trustees was discussed and board members were strongly urged to provide the committee with recommendations for possible trustees. A new section has been added to the trustee website entitled “Board Approved Documents and Policies,”

containing all the documents and policies approved by the Board of Trustees. An update on the Trustee Formation Trip to Rome was provided as was an update on the activities of the Office of Mission. Sixty staff members participated in either internal or external Lasallian formation programs this year and 100% of new employees received some Lasallian formation as part of their onboarding process.

**5.5 UNIVERSITY STUDENTS AND ADMISSION** – reported by Mr. Michael Dougherty

The committee met with the Finance and Facilities committee to discuss the tuition rates. A tour was given of Skemp and Gilmore Creek so that trustees could see the renovations that were done over the summer. John Pyle reviewed the growth of new and transfer students at the college while noting many other institutions have experienced declines. It was also noted that the academic profiles of our incoming students have also improved. The Schools of Graduate and Professional Programs (SGPP) online programming continues to grow; however, on-ground enrollment continues relatively flat. The SGPP continues in its efforts to provide services to military veterans. Currently we have an enrollment of 243 students in this area. The results of the Student Satisfaction Inventory were made available and areas of challenge and a means to improve them were discussed. The retention rate is currently below 80% and work is being done to raise that percentage. Athletics has had significant achievement with Nick Winicke, head men's baseball coach and Mandy Pearson, women's basketball coach being named MIAC coaches of the year.

**5.6 UNIVERSITY FACULTIES AND ACADEMIC COMMITTEE** – reported by Bro. Kevin Convey, FSC

Brother Michael McGinniss was welcomed to the committee. Reports were received from both academic vice presidents concerning the ongoing HLC reaccreditation process. There has been significant participation in Lasallian formation programs on both campuses both regionally and internationally. Currently we are offering nine degree programs online and we are serving an additional 162 students added this year, bringing the total number of students to 491. A new doctoral program in nursing practice is going through the appropriate approval process both at the state level and with the Higher Learning Commission.

**5.7 UNIVERSITY ADVANCEMENT COMMITTEE** – reported by Mr. Terry Russell

New trustee Peter Pearson was welcomed to the committee. Audrey Kintzi reported on progress toward fiscal year 2015 goals. As of September 30<sup>th</sup>, the university has secured \$1.18 million toward a goal of \$16.5 million. Saint Mary's Fund is currently at 19% of goal with \$155,000 toward a goal of \$800,000. Additional development metrics regarding staff visits and proposals were shared with 100 visits per month. Executive Vice President Ann Merchlewitz and Associate Vice President Tim Gossen joined the committee to discuss a presentation regarding a potential trip to Rome from April 11<sup>th</sup> through the 18<sup>th</sup> of 2015. John Pyle provided an exciting update on the branding

initiative. We continue to have discussion on the feasibility and implementation of a capital campaign.

6. **OLD BUSINESS** - none
7. **NEW BUSINESS** - Betty Kabara was congratulated by the Board on receiving the Founder's Award from Gundersen Lutheran Medical Center on Friday, October 10, 2014.
8. A motion was brought forth to adjourn the meeting. (Official Resolutions 3.5)

### **3. Official Resolutions Approved (General Session)**

- 3.1 **Be it resolved** that the minutes from the May 9, 2014 Board of Trustees meeting be approved as previously submitted.
- 3.2 **Be it resolved** that the Board of Trustees, upon the recommendation of the Audit Committee, accepts the audit report of Baker Tilly Virchow Krause, LLP regarding the firm's audit of the financial statements of the University as of and for the year ending May 31, 2014.
- 3.3 **Be it resolved** that the Board of Trustees approves a 3.5% rate increase in tuition, room and board for the Undergraduate College – Winona campus for the 2014-2015 academic year; and be it further resolved that the Board of Trustees approves an average rate increase of 2.9% with program specific increases ranging from 0% to 4.0%, for tuition for the Schools of Graduate and Professional Programs for the 2014-2015 academic year.
- 3.4 **Be it resolved** that the Board of Trustees approves the 2015-2016 budget for current operations, beginning June 1, 2015.
- 3.5 **Be it resolved** that the October 10, 2015 Board of Trustees meeting be adjourned.