

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

**BOARD OF TRUSTEES**

**Meeting of**  
**February 10, 2017**

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

Minutes of the May meeting of the Saint Mary's University of Minnesota Board of Trustees,  
**February 10, 2017**

1. General Summary

The meeting was called to order by Ms. Mary Ann Remick, 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 Kevin Convey, FSC (via teleconference), Brother Patrick Conway, FSC, Dr. John Domanico, Mr. Michael Dougherty, Dr. Marilyn Frost, Brother Nicolas Gonzalez, FSC, Mr. Roger Haydock, Mr. James Horan (via teleconference), Ms. Betty Kabara, Ms. Linda Kuczma, Brother William Mann, FSC, Brother Michael McGinniss, FSC, Ms. Kaye O'Leary, Mr. Peter Pearson, Brother David Poos, FSC, Ms. Mary Ann Remick, Mr. Joseph Ross, Mr. Terrance Russell, Mr. Patrick Salvi, Brother Larry Schatz, FSC, Ms. Sandra Simon, Dr. John Smarrelli, Mr. Walter Smithe (via teleconference), Dr. Ann Trauscht, Ms. Mary Pat Wlazik

Absent and Excused: Brother Gustavo Ramirez Barba, FSC, Ms. Celeste Suchocki

Resource Persons & Guests: Dr. Mark Barber, Ms. Mary Becker, Ms. Gena Bilden, Dr. Kyle Black, Mr. Michael Charron, Dr. Tim Gossen, Dr. Rebecca Hopkins, Ms. Audrey Kintzi Ms. Bobbi Kochevar, Mr. Joe Malinao, Dr. Tom Marpe, Ms. Ann Merchlewitz, Mr. Alexander Miller, Ms. Jeradine Mukamurakoze, Mr. Ben Murray, Dr. John Pyle, Brother Robert Smith, FSC

3. Ms. Mary Ann Remick, Chair, called for comments from the public. There were none.
4. The minutes of the meeting of October 7, 2016, Saint Mary's University of Minnesota Board of Trustees were approved as submitted. (Official Resolutions 2.1)
5. Ms. Remick called for the reports from the committees.
- 5.1 **EXECUTIVE COMMITTEE** – reported by Brother William Mann, FSC

A legal update was given by Vice President and General Counsel Ann Merchlewitz. There was nothing to report. Brother William reported on a number of items. On March 6<sup>th</sup> we will host a Mass on the Winona campus in memoriam of the 20<sup>th</sup> anniversary of

the five students lost in the river accident back on March 1, 1997. There will also be alums gathering in the Twin Cities and Chicago at that time. The committee was updated on enrollment issues, the science initiative, the Science and Learning Center, renovation of the old science building, Rochester initiative, new strategic partnerships, enhancement of the new Cascade Meadow facility, the business initiative looking at the space in the Science and Learning Center and the Hoffman, Adducci, Brother Charles reality, some significant new hires in business, an advisory committee board being established at the College for business, and some graduate housing options for business. Topics relating to academic matters including the Higher Learning Commission follow-up and progress of the academic analysis implementation of the 4 Rs at the college were discussed. Capital campaign matters were discussed as was trustee recruitment. Mission related matters included our unity and diversity initiative and the current national climate.

## 5.2 **UNIVERSITY MISSION & TRUSTEES** – reported by Ms. Mary Ann Remick

Trustee recruitment was discussed and currently there are eight individuals being considered. The slate of officers for 2017-18 was determined and will be brought to the Board for approval at the May meeting. Preliminary planning for the February 2018 Board retreat was discussed and possible considerations for presenters included individuals from the Minnesota Private College Council, a representative from the National Association of Independent Colleges and Universities, or someone involved in Lasallian higher education. An update from the Office of Mission highlighted the First Generation Initiative which now has 36 students currently enrolled, five of whom are seniors and will graduate in May. The C2C program will once again be held in July and August and we are expecting approximately 100 students. A Cardinal Conversation is scheduled for Wednesday, March 29, 2017 at our Cascade Meadow facility in Rochester with Sr. Sandra Schneiders presenting. It was announced that De La Salle week will be March 12 through March 18. Founder's Day is on Tuesday, March 14 and all trustees are invited to participate in the day's festivities.

## 5.3 **UNIVERSITY DEVELOPMENT & ALUMNI RELATIONS COMMITTEE** – reported by Mr. Terry Russell

The Development office is now fully staffed with the addition of four new people. Gift income is currently at \$11.4 million with our goal being \$10 million. The Saint Mary's Fund is currently at \$567,000 with the goal being \$800,000. The as yet unannounced capital campaign as of January 25<sup>th</sup> has raised \$44.869 million, which is a record for Saint Mary's. The funding for the Science and Learning Center is currently at \$17.1 million. The current May goal for the Capital Campaign is \$50 million. Alumni Board president, Bobbi Kochever, reported that they are working with Mark Kormann from Admissions having a group of recent alumni contacting prospective students. Some of the upcoming events mentioned were the Naples gathering on February 18<sup>th</sup>, Founder's Day on March 14<sup>th</sup>, the Phoenix gathering on March 18<sup>th</sup>, Hendrickson Forum on April 28<sup>th</sup>, FGI Soar Breakfast on May 23<sup>rd</sup>, and the Campaign Kickoff on May 12<sup>th</sup>.

5.4 **UNIVERSITY STUDENTS AND ADMISSION** – reported by Ms. Linda Kuczma

SGPP on-ground enrollment is flat and slightly declining but is being offset by the growth in our online programming. Despite decreased enrollment, SGPP reports retention at about 75%. An online survey will be taken with the SGPP students in the near future with results to be presented at the May or October board meeting. On the undergraduate campus there has been a growth in admissions despite extremely aggressive discounting by other institutions. Retention is currently at about 90%. The website has been redesigned with positive results. The proposal for tuition pricing for next year will be brought to the Board at the October meeting. Tim Gossen gave a report on the student life area and it was noted that HLC stated in their preliminary report a need for further assessment of our co-curricular area. The university has until September 2018 to comply with their request.

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

It was reported that the current year budget will end up as being close to what was budgeted. The university is currently working on the 2017-18 budget. Work continues on the upgrade of the computer system and the implementation is on course. A resolution was brought forth concerning the mandate of the administration to complete the university's financial planning for next fiscal year within the requirements of a balanced budget. (Official Resolutions 2.2)

5.6 **UNIVERSITY AUDIT COMMITTEE** – reported by Mr. Joe Ross

Because of the delay in implementation of the ERP, finance was unable to get the 990 completed in time for review at this meeting. Since this needs to be completed by April 15, a telephonic meeting has been scheduled with the auditors when the 990 is complete to review it and discuss their proposals for engagement next year along with their fees. The 990 will be posted to the Trustee website.

5.7 **UNIVERSITY FACULTIES AND ACADEMIC COMMITTEE** – reported by Bro. Michael McGinniss, FSC

The committee had a presentation from Rachel McGee on library services provided for the SGPP learners. An update was given on the plagiarism case that was brought to the Board's attention last year. The matter has been resolved. There was also follow-up discussion on matters of academic freedom and artistic expression and a resolution was brought forth regarding the handbook decisions relating to such and the process to be employed in dealing with them. (Official Resolutions 2.3) A report was given concerning the ongoing renovation of the Gen Ed curriculum. Due to the report received by the HLC, there seems to be some urgency in the efforts of the faculty to complete

these changes for a September 2018 report. It is well launched and will result in a more outcomes-based curriculum and an enhanced first year experience.

6. **OLD BUSINESS** - none
7. **NEW BUSINESS** - none
8. A motion was brought forth to adjourn the meeting. (Official Resolutions 2.4)

## 2. Official Resolutions Approved (General Session)

- 2.1 **Be it resolved** that the minutes from the October 7, 2016 Board of Trustees meeting be approved as previously submitted.
- 2.2 **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.
- 2.3 **Be it resolved** that the Board of Trustees approves Exhibit A which contains a revised version of the process for dealing with disagreements about the appropriateness of an artistic work or expression insofar as these relate to the protection of academic freedom and artistic expressions and that it be inserted into the handbook at 3.9.2.1 to replace the existing language there.
- 2.4 **Be it resolved** that the February 10, 2017 meeting of the Saint Mary's University Board of Trustees be adjourned.

### 3.9.2.1 CURRENT VERSION

In dealing with disagreements about the appropriateness of an artistic work or expression, especially insofar as the decisions relate to the protection of academic freedom and artistic expressions, it is the responsibility and obligation of the President of Saint Mary's University of Minnesota to appoint, convene, and preside over a committee whose members will include, but not be limited to, the President of Saint Mary's University, the Vice President for Academic Affairs, the Chair of the Faculty, the President of the Student Senate, and the Dean of the School of Arts. The charge of this committee will be to make decisions that best reflect and respect the mission of the university. After discussing the issue at hand, each member of the committee will vote by secret ballot to advise the President on the issue at hand.

### 3.9.2.1 REVISED VERSION

In dealing with disagreements about the appropriateness of an artistic work or expression especially insofar as the decisions relate to the protection of academic freedom and artistic expressions, **the following process shall be employed:**

- **A request by any or all of the College faculty involved in the disagreement for a review of the issues should be made in writing within 3 working days of the disagreement to the Chief Academic Officer of the University, who is responsible for informing the President. The university would construe “involved” to mean that the faculty member has a material interest in the artistic expression involved.**
- **Within 5 working days of receipt of the written request to the Chief Academic Officer, it will be the responsibility and obligation of the President of Saint Mary's University of Minnesota to convene and preside over a committee whose members will include the Chief Academic Officer, Associate Vice President for Academic Affairs, the Dean of the relevant School, the Chair of the Faculty, the Vice Chair of the Faculty, and the President of the Student Senate. If any member of the committee is directly involved in the disagreement, the Chief Academic Officer will appoint an alternate. The President, due to a desire for timely resolution of matters, may appoint a designee in the event he or she is unavailable. The charge of this committee will**

**be to make a recommendation to the President that reflects and respects, as per our College Faculty Handbook, both the integrity of academic freedom as it relates to artistic expression by faculty members and the mission of the university.**

- **After discussing the issue at hand in a timely manner (e.g., based upon the date of the event; each member of the committee (except for the President) will vote by secret ballot on whether the artistic expression in question should be allowed. Along with the result of the vote, the committee will offer a brief majority and, if applicable, minority report to advise the President on the issue.**
- **The President will have 3 working days from receipt of the committee's report to issue a final determination on the matter.**