

Saint Mary's University of Minnesota
Winona, Minnesota

BOARD OF TRUSTEES

Meeting of
February 9, 2018

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

Minutes of the February meeting of the Saint Mary's University of Minnesota Board of Trustees,
February 9, 2018

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. Peggy Walters, Executive Assistant to the President. A quorum was declared.

Present: Brother Robert Bimonte, Ms. Mary Burrichter, Mr. John Domanico, Mr. Michael Dougherty, Dr. Marilyn Frost, Mr. Roger Haydock, Mr. James Horan (via teleconference), Ms. Linda Kuczma, Mr. Michael Laak, Brother William Mann, Brother Michael McGinniss, Brother Michael O'Hern, Ms. Kaye O'Leary, Mr. Peter Pearson, Brother David Poos, Ms. Mary Ann Remick, Mr. Terrance Russell, Ms. Sandra Simon, Dr. John Smarrelli (via teleconference), Mr. Walter Smithe (via teleconference), Ms. Angela Steger, Mr. Gregory Stevens, Ms. Celeste Suchocki, Dr. Ann Trauscht, Mr. John Wade, Ms. Mary Pat Wlazik

Absent and Excused: Brother Kevin Convey, Brother Nicolas Gonzalez, Mr. John McDonough, Brother Larry Schatz

Also Present: Trustee Emeritus Loras Sieve

Resource Persons & Guests: Dr. Mark Barber, Ms. Gena Bilden, Mr. Michael Charron, Dr. Sarah Ferguson, Dr. Tim Gossen, Dr. Rebecca Hopkins, Ms. Audrey Kintzi, Ms. Bobbi Kochevar, Dr. Tom Marpe, Ms. Ann Merchlewitz, Mr. Ben Murray, Dr. John Pyle, Dr. Todd Reinhart, Brother Robert Smith, Ms. Peggy Walters

3. Ms. Mary Ann Remick, Chair, called for comments from the public. None
4. The minutes of the meeting of October 6, 2017, 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 significant to report. There was discussion regarding the presidential search and transition. Brother William was excused during discussions. Brother William reported on a number of items. Of particular mention was progress with the Capital Campaign and the Moody's visit.

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

The committee met by phone on January 30, 2018. Ann Merchlewitz reported on the unanimous election of Michael Laak and Angie Steger to the Board of Trustees. Both were present at the meeting. Discussion focused on the recruitment of additional trustees with an emphasis placed on inviting more women to join the Board. The slate of Board officers for the 2018-2019 academic year, to be presented to the Board at its May meeting, was discussed. The proposed slate is:

Chair – Mary Ann Remick through May, 2019

Vice Chair – Celeste Suchocki through May 2019

Secretary – Sandi Simon through May 2019

Terry Russell – Treasurer through May 2019

The committee reviewed the Program and Retreat schedule for the February meeting. No changes were made. The proposed revision of the Bylaws was presented and then tabled until the May meeting since the Retreat sessions would deal with the topic of shared governance. Tim Gossen presented his report from the Office of Mission. There are now 37 FGI scholars on campus. Eight seniors will graduate in May. The annual SOAR breakfast will be held on the Minneapolis campus on May 23. Tim also mentioned that De La Salle week will take place March 11-17 with the Founders' Day celebration scheduled for March 13. The committee also discussed the four possibilities for the Board Formation trip planned for April 2019.

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

The committee reviewed the January Development report. There were 92 visits and 531 contacts during the month, representing approximately 12% increase over 2017. Terry noted that Sarah Harris has resigned. There was discussion regarding the need to increase staff beyond the current levels to capitalize on the positive momentum of the past few years. This will be discussed further with Ben Murray and the new President. The Major Gift Table was reviewed. We are at \$2.489M accepted, \$3.2M pending, \$15.39M proposed and \$460K declined. As of February 2, 2018, the Saint Mary's Fund is at \$608,491 of our \$800,000 goal, ahead of last year's pace. For the year, all restricted/unrestricted funds are at \$9.648M of \$10M goal. The Capital Campaign stands at \$54.661M of our \$57M goal. Outside of the campaign we have received additional gifts of \$4.4M from the Remick family and \$6.9M from two anonymous donors for the construction of a new residence hall plus an additional \$1.5M for the demolition/replacement of Saint Edward's Hall. Brother William would like us to reach

\$70M by graduation to mark the close of the Campaign. Phonathon has been re-energized to engage more alumni. Bobbie Kochevar is nearing the end of her term on the Alumni Board. There are 23 applicants for 4 open spots on the Alumni Board. The Alumni Board members have a 100% participation rate in the Capital Campaign. Audrey and her team are working on plans for Brother William's retirement as well as the onboarding of our new President. Upcoming Events:

Florida Alumni Event, Club at Mediterra, Naples, FL – February 17, 2018
California Alumni Event, Santa Ana Country Club, Santa Ana, CA – February 25, 2018
Brother William Hall Groundbreaking – March 13, 2018
Chicago Event, North Shore Country Club, Glenview, IL – April 12, 2018
Benefactor Dinner/Celebration, Page Theatre, Winona, MN – May 11, 2018
Twin Cities Celebration of Excellence – May 19, 2018
FGI SOAR Breakfast – May 23, 2018
Cascade Meadow II Ribbon Cutting, Rochester, MN – May 24, 2018
Reunion Weekend – June 22 & 23, 2018
Chicago Celebration of Excellence – October 20, 2018

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

The committee was updated on enrollment at SGPP and the College. SGPP onground new student enrollment continues to decline. Smaller cohorts are being experienced in nearly every onground program. The actual enrollment for online programs has exceeded the goal. This is, in part, as a result of more programs moving fully online. The administration has established a strategic goal of achieving a student online enrollment of 5,000 by 2025. The expectation is to continue growth similar to the 8% increase that occurred in the fall online enrollment and the 34% increase in the spring online enrollment over the prior year. The introduction of the Masters in Business Intelligence and Data Analytics provided the strongest start for a new program since the offering of online programming. As of mid-January, the total credit hours for SGPP was nearly 74,000 which is roughly 98% of the budget projection. The Bachelor's Completion course work had an increase of 3.6%. Work is underway to bring some Bachelor Completion programs online. This will assist in attaining the 5,000 online enrollment goal.

Dan Meyer provided an overview of the market for higher education recruitment at the College. In 2022 overall first-time student enrollment will be comparable to 2009. Within ten years, the number of high school graduates will be almost 5% below the current level. The majority of the increase in the pool of candidates will be students of color. As of mid-January, the number of confirmed admits for Fall 2018 is similar to last year. The goal is a class of 330. There is an increase in students from Minnesota and a decrease in those from Illinois.

The committee was updated on the capital improvements being made to the College and discussed how they fit into the Master Plan. The committee reviewed Student Satisfaction Surveys from the College and SGPP and Action Plans to address the survey findings. Student-athletes make up one-third of the enrollment. The average athlete performs better academically than the average non-athlete. The committee acknowledged the retirement of Associate Vice President Chris Kendall. There were two PowerPoint presentations regarding SGPP and student athletes that will be uploaded to the Board portal.

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

Next year's budget was discussed and is still a work in progress. (Official Resolutions 2.2) A facilities update was provided. The \$6.9M for the new residence hall is fully funded by two benefactors. The groundbreaking will be held on March 13, 2018, and will be open in July 2019. The ribbon cutting at Cascade Meadow in Rochester will be on May 24. This project is fully funded by Mary Ann and Jack Remick. The Baseball Clubhouse has a fundraising goal of \$700,000 and 83% of the funds have been raised. Working on funding for the renovation of HABC. Waiting to hear about Moody's report on rating. Tracking the current budget. Overall investments were up 17% as of the end of December.

5.6 UNIVERSITY AUDIT COMMITTEE – reported by Kaye O'Leary

The group reviewed and discussed the Draft 990 IRS Return for Fiscal Year 2016 and passed a resolution. (Official Resolutions 2.3) The group also reviewed and discussed the Single Audit for Federal Awards – Fiscal Year 2017. The committee had a brief overview of and discussion on Enterprise Risk Management and focused on management's plan and future engagement with the committee.

5.7 UNIVERSITY FACULTIES AND ACADEMIC COMMITTEE – reported by Celeste Suchocki

The group discussed how shared governance related to their committee after the retreat presentation and focused on Faculty Engagement. We reviewed the tenure process and feel we are moving in the right direction. When faculty come up for tenure, the committee will have access to the binders of all research and contributions. The information will be uploaded to the Board portal. This will give Board members a greater appreciation for the contributions being made by the faculty and hopefully communicate to the faculty that the Board is interested in their individual achievements and contributions. To better engage faculty, they will be invited to attend a portion of a committee meeting to make a brief presentation on a new program and/or research. This will give recognition to the faculty member and gives Board members an opportunity to learn first-hand. Course contracted faculty are involved in many faculty development events throughout the year. They may be invited to participate with program directors and

full-time faculty in course design. Selected topics for the next Committee meeting include Quality of Education and Accountability.

Dr. Carolyn Ayers gave a presentation on the Integrated General Education Program. The handout provided to Board members was reviewed. Common co-curricular experiences necessitated a schedule change. The faculty have created 5-6 new minors. Students will participate in a capstone community engagement project that will tie back to the first-year courses and selected minor. Proposed roll-out in Fall 2018.

A resolution was presented regarding a Masters of Social Work degree. (Official Resolutions 2.4)

6. **OLD BUSINESS** - None
7. **NEW BUSINESS** - None
8. A motion was brought forth to adjourn the meeting. (Official Resolutions 2.5)

2. Official Resolutions Approved (General Session)

- 2.1 **Be it resolved** that the minutes from the October 6, 2017, 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, upon the recommendation of the Audit Committee, accepts the IRS FORM 990 Return, the State of Minnesota Charitable Organization Registration and Annual Report Form, and the California Exempt Organization Annual Information Return Form 199 prepared by Baker Tilly Virchow Krause, LLP, for the year ending May 31, 2017.
- 2.4 **Be it resolved** that the Board of Trustees of Saint Mary's University of Minnesota supports and approves the University's establishing of a Masters of Social Work (MSW) degree.
- 2.5 **Be it resolved** that the February 9, 2018, Board of Trustees meeting be adjourned.