

TRUSTEE CANDIDATE ADVISORY COUNCIL

MEETING MINUTES Friday, January 6, 2006 1:30 p.m. Room 5, State Office Building

Present:

Kent Eklund, Chair
Joe Aitken
George Cassell
Judy Christianson
Yvonne Condell
Carl Crimmins
Brenda Elmer
Susan Hankner
Buck Humphrey
Del Jenkins
Kelley Koemptgen
Lisa Peilen
Earl Rasmussen
David Sturrock
Don Sudor
Ben Vander Kooi, Chair
Chris Wachtler
Pam Wolf
Billie Young

Absent:

Greg Anderson
Nancy Black
Jody Olson
Ruth Orrick

The Trustee Candidate Advisory (TCAC) was called to order by Kent Eklund, TCAC Chair, at 1:30 p.m. in Room 5 of the State Office Building. A quorum was present.

Mr. Eklund welcomed everyone and reviewed the agenda. Introductions were made around the table.

Guest Speakers

Mr. Eklund welcomed and introduced Trustee Robert Hoffman, MnSCU Board of Trustees Chair, and Trustee Ann Curme Shaw, MnSCU Board of Trustees Vice Chair.

Trustee Hoffman stated that he is finishing his first term on the Board and would not be seeking reappointment. Mr. Eklund asked what characteristics and experience he found helpful to be an effective Board member. Trustee Hoffman responded by saying that a good candidate should possess a strong passion and commitment for higher education. He continued by saying that effective members should do their homework/reading and come prepared for meetings. He commented that on average a member spends about 30 – 40 hours a month on Board duties, which includes meetings, reading materials, etc. Trustee Hoffman emphasized that the Board of Trustees is a policy, not a micromanaging, board and that decisions are made as a team while respecting individuals and different opinions. Trustee Curme Shaw added that a good candidate should also possess life experiences that have trained them well for the duties and responsibilities of a Trustee. She also stated they should have curiosity, be open-minded, and have a desire to give back (to higher education in Minnesota).

Billie Young asked the guest speakers for their thoughts on a two-term limit. Trustee Hoffman indicated that he felt 12 years was a long time and that to have diversity on the Board, it's necessary to utilize new and different ideas and allow the opportunity for more input. He stated that he would be interested in serving eight years. Trustee Curme Shaw agreed that 12 years is a sufficient time to serve. She pointed

out that if terms were reduced to four years that could cause problems due to the amount of time required to train and educate new members. She stated, in that scenario, the Board may never get to “full throttle.” Trustee Hoffman agreed that six-year terms are appropriate since the learning curve is almost two years. After that, members can be more effective.

Ben Vander Kooi inquired if the guest speakers had any knowledge of the intent of the incumbents to run again. Trustee Hoffman stated that he would not be running again and he was not certain of the intent of the other three.

Brenda Elmer asked the guest speakers for an estimate on the time commitment for a Trustee. Trustee Hoffman stated that an effective member of the Board can expect to spend at least 30 hours a month on reading materials and meetings.

Mr. Eklund asked the Trustees to discuss further the difference between a policy and micromanaging board. Trustee Curme Shaw discussed the new strategic plan currently being adopted, which is more policy driven. She indicated that the Board is evolving and all members have worked effectively together to make these improvements. Trustee Hoffman agreed that there has been a constant push to focus on policy rather than micromanaging, and even though it is still a work in progress, they have made great strides.

Don Sudor inquired about recruiting efforts and how to explain to possible candidates why they would want to be a Trustee. Trustee Hoffman provided statistics; out of 370,000 MnSCU students, 40,000 graduate each year, of which 82% (32,000) stay in Minnesota. He stated that MnSCU is instrumental in the success of Minnesota. An example he gave was for just one doctor to be effective, there are eight technicians who support that doctor and have graduated from MnSCU. Trustee Hoffman stated that MnSCU publicity is evolving and they hope that continues.

Chris Wachtler asked the Trustees to identify skill sets that would be helpful for new appointees to possess. Trustee Curme Shaw stated that an accounting/finance background is currently absent on the board, so that would be helpful. She stated that they could also use input from individuals with a background in K-12 education as a superintendent or educator to look at ways to improve the quality of education in Minnesota and increase the number of kids graduating. She added that they currently have a few members on the Board with a business background. Trustee Hoffman emphasized that a quality candidate should possess passion and a strong commitment to higher education in Minnesota; if they have that, the rest falls into place.

Joe Aitken thanked Trustees Hoffman and Curme Shaw for their dedicated service and time on the Board. Trustee Hoffman stated that it has been a great opportunity to serve.

Mr. Eklund thanked the Trustees for their time and valuable input for the council.

Mr. Eklund introduced John Berns, Director of Board and Commission Appointments for Governor Pawlenty. Mr. Berns thanked the council on behalf of Governor Pawlenty for their hard work. He stated that the Governor believes the council serves an important purpose and that is why he will continue to attend our meetings to report back to the Governor. Mr. Berns brought the same list from 2004 of selection criteria. He stated that the appointments made in 2004 were made based on what the Governor felt was best for the state. Even though three of the appointments were not from the council’s recommendations, he hoped that the council would concur that they were good appointments. Mr. Berns stated that he valued the TCAC process and had recently received phone calls inquiring about the upcoming openings on the MnSCU Board of Trustees and he referred them to TCAC staff for information and application materials. He continued by stating that in the last cycle, there was an issue of gender and diversity balance; other than that, the Governor was very pleased with the quality of candidates the council recommended. Mr. Berns reviewed the selection criteria and urged the council to look hard for quality candidates and stated that he would send potential strong candidates to the TCAC.

David Sturrock requested assurance that the Governor would provide names of possible candidates to the council. Mr. Berns stated that he would do everything he could. He assured the council that every person he had contact with would be referred to the TCAC process. Mr. Eklund stated that for legitimacy of the process, Mr. Berns' efforts would be appreciated.

Mr. Berns reiterated that the Governor appreciates the importance of MnSCU, values the two-year colleges, and wants Board members to understand that by serving MnSCU consumers, students, and employers, makes a strong economic Minnesota.

Mr. Eklund thanked Mr. Berns for bringing the Governor's message to the council and for his participation at meetings.

Minutes

Earl Rasmussen moved to approve the meeting minutes from October 21, 2005. Seconded. **MOTION PASSED.**

Chair's Comments

Mr. Eklund announced the passing of Jerry Christenson, former TCAC member, the end of November. Mr. Eklund volunteered to collect any donations from members who wished to contribute to the MnSCU Part-time Scholarship Fund set up in memory of Mr. Christenson.

Mr. Eklund summarized highlights from the MnSCU Board of Trustees meeting minutes from October 19 and November 8-9, 2005.

It was announced that Chad Thuet, LCC staff, is a father again. His little girl, Emily, was born October 31, 2005.

Mr. Eklund announced the resignation of Larry Zavadil who moved to the Lake Tahoe area.

Mr. Eklund directed members to review the MnSCU Fact Book found in their folders.

Subcommittee Reports

Publicity/Recruitment – Mr. Eklund submitted the subcommittee report from November 11, 2005, and asked Mr. Thuet to provide the Recruitment Activities report. Mr. Thuet gave a special thank you to Ruth Orrick for providing staff with email addresses for the council's media contacts.

Mr. Sturrock moved adoption of the Publicity/Recruitment Subcommittee report. Seconded. **MOTION PASSED.**

Policy/Procedures – Lisa Peilen submitted the subcommittee report from December 2, 2005. Mr. Thuet reviewed the subcommittee's proposed changes to the Screening Process and Interview Process policies. Ms. Peilen moved approval of the Screening Process as amended. Seconded. **MOTION PASSED.** George Cassell moved approval of the Interview Process as amended. Mr. Sudor moved to further amend the Interview Process by deleting "recommended by the screening subcommittee" and "Interviews are open to members of the Council." in the first paragraph. Mr. Cassell accepted the friendly amendment. Seconded. **MOTION PASSED.**

Mr. Thuet explained the Term Limit policy and informed the council on the recent legislation passed that changes the RCAC process and prohibits the council from imposing a term limit. Mr. Vander Kooi moved to abolish the TCAC Two Term Limitation policy. Discussion ensued. Seconded. **MOTION PASSED.**

Mr. Thuet reviewed proposed changes to the Procedural Rules on page 3, added the language defining membership of the Executive Committee. Mr. Sudor caught a mistake in the proposed language and moved to delete "Policy/Procedures Subcommittee" and replace it with "Nominations Committee."

Seconded. **MOTION PASSED.**

Mr. Vander Kooi discussed the proposal for the TCAC to start conducting reference checks. The RCAC process was discussed and the RCAC guidelines were amended for the TCAC and provided to the council. The Policy/Procedures Subcommittee recommended council members each volunteer to do reference checks on at least one of the finalists. At the meeting on March 3, 2006, members would volunteer to call at least one applicant who was chosen to be interviewed and that would be the applicant whose references the council member checks. On the first morning of interviews, the council will meet in Executive Session to submit and discuss reference check reports. Then, interviews will begin. Mr. Rasmussen moved approval of the subcommittee report. Seconded. **MOTION PASSED.**

Mr. Eklund reviewed the suggestions made by the subcommittee to have a TCAC link added to the Governor's Web site, to have the Governor mention the openings on the MnSCU Board and how to apply on his radio show – and possibly have the Chancellor on the radio show, and to have the Governor's office provide council staff with mailing lists for recruitment efforts. Mr. Berns stated that he would follow up on the council's requests.

Mr. Eklund reiterated to the council that the openings on the MnSCU Board of the Trustees are for the 5th and 6th Congressional Districts and two at-large. With possibly no incumbents seeking reappointment, he encouraged members to increase their recruitment efforts.

Staff took note of members who are willing to print applications from the secured Web site – Buck Humphrey, Ben Vander Kooi, Kent Eklund, Carl Crimmins, Billie Young, Joe Aitken, Sue Hankner, and Earl Rasmussen. The other members would receive their application packets in the mail the week of February 20.

Mr. Eklund reviewed the schedule of upcoming meetings.

Mr. Eklund asked for nominations or volunteers to serve on the Executive Committee. Mr. Sturrock and Mr. Cassell volunteered. Mr. Vander Kooi moved to approve the Executive Committee consisting of Mr. Eklund, Ms. Young, Mr. Sturrock and Mr. Cassell. Seconded. **MOTION PASSED.**

Mr. Sudor moved to adjourn. Seconded. **MOTION PASSED.**

There being no further business to discuss, the meeting was adjourned at 3:20 p.m.

Kent Eklund, Chair