

**Finance and Facilities Committee
Meeting Minutes
January 29, 2025**

A meeting of the Finance and Facilities Committee of the Board of Trustees was held on Wednesday, January 29, 2025.

Committee members present: Tim Huebsch, Chair; Jay Cowles, Jerry Janezich, Jacqueline Johnson, Jana Johnson, and Roger Moe.

Committee members absent: None

Other board members present: Dawn Erlandson, Jim Grabowska, Christopher Richter, Kathy Sheran, George Soule, and Cheryl Tefer.

Staff present: Scott Olson, Chancellor; Bill Maki, Vice Chancellor for Finance and Facilities

Meeting materials and audio recordings are available on the [Board of Trustees website](#).

Committee Chair Huebsch called the meeting to order at 8:30 a.m.

Agenda Item 1: Approval of the Meeting Minutes for November 19, 2024

Committee Chair Huebsch asked if there were any changes or amendments to the minutes, then asked for a motion. Trustee Cowles made the motion and Trustee Jacqueline Johnson provided a second.

A roll call vote was conducted. The vote was as follows:

Jay Cowles	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
Jana Johnson	Aye
Jacqueline Johnson	Aye
Roger Moe	Aye

The committee voted to approve the minutes.



Agenda Item 2: Contracts Requiring Board Approval: Third Party Owners Representative for NextGen Student Implementation, System Office

Committee Chair Huebsch asked Vice Chancellor Maki to present the contract for review. Vice Chancellor Maki was joined at the table by Satasha Green-Stephen, Senior Vice Chancellor for Academic and Student Affairs, and Jacquelyn Bailey, Vice Chancellor of Information Technology and CIO.

Committee Chair Huebsch asked committee members to consider the following recommended committee motion:

The Finance and Facilities Committee recommends that the Board of Trustees authorize the Chancellor or the Chancellor's designee to enter into a contract with CampusWorks with a total contract value not to exceed \$3,660,000 with a term of seven (7) years. The Committee further recommends that the Board of Trustees direct the Chancellor or the Chancellor's designee to execute all necessary documents to formalize this agreement.

Trustee Grabowska made the motion and Trustee Cowles seconded. A roll call vote was conducted. The vote was as follows:

Jay Cowles	Aye
Tim Huebsch	Aye
Jerry Janezich	Aye
Jana Johnson	Aye
Jacqueline Johnson	Aye
Roger Moe	Aye

The committee voted to approve the recommended motion.

Agenda Item 3: System Facilities Initiatives and College and University Comprehensive Facilities Planning

Committee Chair Huebsch invited Vice Chancellor Maki to introduce Brian Swanson, Associate Vice Chancellor for Facilities and System Facilities Initiatives and College and University Comprehensive Facilities Planning topic as provided in the meeting materials. Associate Vice Chancellor Swanson was joined at the table by Karen Huiett, System Director for Capital Planning and Analysis. Also joining were James Goblirsch, Assistant Vice President for Facilities, Winona State, and Lori Kloos, President, St. Cloud Technical and Community College.

This agenda item was the second in the series of strategic discussions related to an overarching framework for the management of Minnesota State facilities. This presentation built on the information provided in March 2024 with a more detailed look at the Comprehensive Facility Planning (CFP) process from the perspective of one university and one college. The presentation also provided brief updates on the March facility recommendations and additional context for

the agenda item that followed; the first reading of the updates to Board Policy 6.9 on Capital Planning.

This was an informational item, so no vote was taken.

Agenda Item 4: Proposed Amendment to Board Policy 6.9 Capital Planning (1st Reading)

Committee Chair Huebsch invited Associate Vice Chancellor Swanson to present the first reading of the proposed amendment to Board Policy 6.9 Capital Planning. Remaining at the table from the previous agenda item was System Director Karen Huiett.

The proposed policy amendments include adding facility divestment as part of an intentional strategic direction, integrating utility master plans into comprehensive facilities plans, and addressing the need to establish procedures to more effectively manage physical space. Additionally, the proposed amendment sets a clear expectation for public input during the planning process. Additionally, the proposed changes address known gaps in the current planning process and space management practices and create a deliberate, incremental path toward reducing overall physical footprint.

This being the first reading of the document, there was no vote taken.

Agenda Item 5: Proposed Amendment to Board Policy 5.10 Reserves and Year-end Fund Balances, Update

Committee Chair Huebsch invited Vice Chancellor Maki to present an update on the proposed amendment to Board Policy 5.10 Reserves and Year-end Fund Balances, as provided in the meeting materials.

This being an update on the document, there was no vote taken.

Agenda Item 6: College and University Financial Performance Update

Committee Chair Huebsch invited Vice Chancellor Maki to present a review of the system's overall financial performance and the result to college and university financial health indicators per System Procedure 7.3.16 as provided in the meeting materials. Vice Chancellor Maki was joined at the table by Steve Ernest, System Director for Financial Planning & Analysis, and Metody Popov, System Director for Financial Reporting.

This being an informational item, no vote was taken.

Adjournment

The committee chair adjourned the meeting at 10:46 a.m.