



**Workforce and Organizational Effectiveness Committee  
Meeting Minutes  
January 28, 2025**

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A meeting of the Workforce and Organizational Effectiveness Committee of the Board of Trustees was held on March 28, 2025.

Committee members present: Jay Cowles, Chair; Cheryl Tefer, Vice Chair; Dawn Erlandson, Tim Huebsch, Kathy Sheran

Committee members absent: Javier Morillo

Other board members present: Jim Grabowska, Jerry Janezich, Jacquie Johnson, Jana Johnson, Christopher Richter, George Soule

Staff present: Scott Olson, Chancellor

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

Committee Chair Cowles called the meeting to order at 12:46 p.m.

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

Committee Chair Cowles asked if there are any changes or amendments to the minutes then asked for a motion to approve. Trustee Huebsch made the motion and Trustee Erlandson provided a second.

A roll call vote was conducted and the minutes were approved unanimously.

**Agenda Item 2: Proposed Amendment to Board Policy 4.1 Personnel Plan for Minnesota State Administrators (Second Reading)**

Committee Chair Cowles invited Vice Chancellor Davis to present the Proposed Amendment to Board Policy 4.1 Personnel Plan for MnSCU Administrators, as detailed in the meeting materials.

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

*The Workforce and Organizational Effectiveness Committee recommends that the Board of Trustees approve the proposed amendment to Policy 4.1 Personnel Plan for Minnesota State Administrators.*

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

Trustee Cowles	Yes
Trustee Erlandson	Yes
Trustee Huebsch	Yes
Trustee Morillo	Absent
Trustee Sheran	Yes
Trustee Tefer	Yes

The committee voted to approve the recommended motion.

**Adjournment**

The committee chair adjourned the meeting at 12:52 p.m.