



**MINNESOTA STATE**  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME:** Finance and Facilities Committee

**DATE:** January 29, 2025

**TITLE:** Proposed Amendment to Board Policy 6.9 Capital Planning (First Reading)

Action

Review and Discussion

*This item is required by policy*

**PRESENTERS**

Brian Swanson, Associate Vice Chancellor for Facilities

Karen Huiett, System Director, Capital Planning and Analysis

**PURPOSE**

Board Policy 1A.1 Minnesota State Colleges and Universities Organization and Administration, Part 6. Board Policies and System Procedures requires board review and approval of proposed board policy changes and that each board policy is reviewed at least once every five years.

**BACKGROUND INFORMATION**

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.

The proposed changes address known gaps in our current planning process and space management practices and create a deliberate, incremental path toward reducing our overall physical footprint.

The proposed policy amendment was posted for review and comment on December 20, 2024, and will close on February 5, 2025.

**RECOMMENDED ACTION (FIRST READING DRAFT)**

The Finance and Facilities Committee recommends that the Board of Trustees approve the proposed amendment to Policy 6.9 Capital Planning.

*Date Presented to the Finance and Facilities Committee:* 01/29/25

*Date Presented to the Board of Trustees:* First reading – no action taken.

*Date of Implementation:* TBD

## PROPOSED CHANGES (FIRST READING DRAFT)

Single underlining represents proposed new language.

Strikeouts represent existing language proposed to be removed.

### 1 6.9 Capital Planning

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#### 3 Part 1. Policy Statement

4 In order to make effective strategic ~~capital investments in academic, student life, housing, athletic, and~~  
5 ~~other~~ investment and divestment decisions for its facilities, ~~and related~~ real estate, and infrastructure,  
6 Minnesota State shall engage in comprehensive planning that integrates academic, ~~plans and forecasts,~~  
7 ~~financial stewardship, and student needs~~ financial, resilience, facility condition, enrollment plans and  
8 forecasts, and student services.

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#### 10 Part 2. Responsibilities

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##### 12 Subpart A. Chancellor

13 The chancellor shall:

- 14 1. Establish procedures for developing college and university comprehensive facilities plans  
15 and utility master plans;
- 16 •2. Develop and recommend for ~~Board of Trustees~~~~board~~ approval capital funding guidelines  
17 for system facilities and real property; ~~and~~
- 18 •3. Make recommendations to the board for approval of capital investments for:  
19 ~~a.~~ a. Academic facility ~~projects~~ and asset preservation projects to be funded by the State of  
20 Minnesota;  
21 ~~b.~~ b. Residential life and auxiliary facility projects funded through revenue fund bond sales;  
22 and  
23 c. Projects ~~funded~~ financed with college or university funds or projects ~~funded~~ financed  
24 with other public or private funds.
- 25 •4. Establish standards and procedures for effective space management and utilization.

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##### 27 Subpart B. Presidents

28 College and university presidents shall:

- 29 ~~2.1.~~ 2.1. Develop and maintain comprehensive facilities plans and provide for student,  
30 faculty, staff, and public input during involvement in the planning process;
- 31 ~~3.2.~~ 3.2. Advance ~~for approval candidate~~ capital projects for consideration consistent with  
32 board-approved guidelines; and
- 33 ~~2.3.~~ 2.3. Advocate for the board-approved capital funding priorities as the priorities of the  
34 entire system.

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#### 36 Part 3. Accountability/Reporting

37 Periodic reports will be presented to the board on the status of capital planning, project  
38 delivery, and management of the ~~Minnesota State system~~ facilities and real property.

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#### Related Documents:

- Document 1
- Document 2
- Document 3

To view any of the following related statutes, go to the [Revisor's Office website](#). You can conduct a

## DRAFT

search from this site by typing in the statute number.  
Minn. Stat. Ch. #####

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### Policy History:

*Date of Adoption:* 01/25/17  
*Date of Implementation:* 01/25/17  
**Last Date of Review:** xx/xx/xx

### Date & Subject of Revisions:

Xx/xx/xx – Add Summary

No additional HISTORY