

**Saint Paul School of Theology
October 2019 Board Meeting Minutes
October 14 – 15, 2019
Kansas Campus – Classroom C133**

Monday, October 14, 2019

Board Meeting

Board members present:

Tex Sample, Michael Parmely, Jabari Wamble, David Martin, Andy Bryan, Arden Borgen, Bishop Fritz Mutti, Dustin Petz, Dana Aldridge, Linda Shipman, Jennifer Ahrens-Sims, David Wiggs, Mark Faulkner, President Neil Blair

Guests: Staff/Faculty: Matt Mills, Jeanne Hoeft, Anne Walker, Leanna Walkowiak, Nancy Howell

Call to Order:

Meeting officially called into session at 1pm by Chair Tex Sample. Introductions were provided by those in attendance followed by a devotion by Andy Bryan including Matthew 6.

Guest Facilitator: Loretta Summers

Handout of material presented is located on the Board of Trustees Moodle site.

Adjournment at 5pm with Board of Trustees/Faculty/Administrators Dinner Meeting 5:15pm – 7pm

Tuesday, October 15, 2019

Board Members Present:

In-person: Tex Sample, Michael Parmely, David Martin, Dustin Petz, Arden Borgen, Andy Bryan, Mark Faulkner, Dana Aldridge, Jennifer Ahrens-Sims, Linda Shipman, David Wiggs, President Neil Blair

Via Zoom: Lee Myane

Guests: Staff/Faculty: Matt Mills, Jeanne Hoeft, Leanna Walkowiak, Israel K, Margaretta Narcisse-Smith, Michelle Hatcher

Guests via Zoom: Faculty: Nancy Howell; Friends of Saint Paul: Jack Gregory

CALL TO ORDER:

Meeting officially called into session at 8:05am by Chair Sample; opening prayer by Jennifer Ahrens-Sims.

Approval of July 2019 BOT meeting minutes:

Motion to approve the minutes as written by Andy Bryan, seconded by Dustin Petz.

Motion carried.

Approval of Special August 7, 2019 BOT meeting minutes:

Motion to approve the minutes as written by Dustin Petz, seconded by Andy Bryan.

Motion carried.

Moodle/Zoom/Website Training: Leanna Walkowiak

PowerPoint Presentation is available in Moodle.

“A Look at Oklahoma”: Anne Walker

PowerPoint Presentation is available in Moodle.

Approved 03.28.2020

President's Report: President Neil Blair

Full written report is available on Moodle.

Academic Committee – David Martin, Chair

Meeting Documents 8.1, 8.2, 8.3, and 8.4

Synopsis from September 2019 meeting is found in meeting document 8.1. David shared his religious background and career as to how it applies to his role on the Academic Committee.

Accomplishments:

- Enrollment is moving in a positive direction
- Still face challenges – denomination diversity, racial/ethnic diversity needed as well
- Kudos to the great efforts and hard work of those who have moved objectives forward
- Placement rates and student satisfaction are extremely high
- High retention and very high persistence rate
- Faculty effectiveness goes beyond the classroom

Improvements needed:

- Seek outside service: How Quality Matters to improve online delivery – working in tandem with faculty.
- Faculty/Student Engagement:
 - Sharing of the governance with the BOT
 - Summary – markers of education and faculty effectiveness are meeting benchmarks of importance compared to other schools of like quality. Faculty engage in improving course offerings and quality education and sharing knowledge with the broader community.
- Challenges:
 - Enrollment
 - Lack of scholarship money
 - Faculty support for in-class and out-of-class of engagement
 - Improve seminary though elimination of silos – integration between all

Jeanne Hoeft thanked David Martin for taking on the chair position.

ATS reaccreditation visit Fall of 2021:

Matt Mills and Jeanne Hoeft attended the ATS workshop to prepare for the upcoming visit. They will create the committee that will work on one report; will prepare and remind the Board that they will be called on during the 1 – 1 ½ years for contributions to report and self-study. Goal is to get two notations removed from ATS. Matt and Jeanne are working on assessment, finance, and strategic planning reports for HLC to ATS. ATS is creating a new set of standards: HLC has five pages compared to 125 pages of standards from ATS; ATS hopes to reduce to 50 pages of standards. The team is encouraged to write to the new set of standards. HLC is not until Fall of 2020.

Questions from Trustee members:

- What about a faculty member as a part of the Academic Committee?

Response: Committee has considered, but not sure how to bring forward to allow faculty to feel comfortable. While Faculty are welcome to attend, they do not have a vote. Looking for an effective solution to bring to the whole Board.

- How is it distinguished between students dropping out or people graduating and not being replaced by new students?

Response: Probably more graduates not being replaced. Could be due to movement of courses to COR, also the decline of faculty members. Jeanne Hoeft shared that historically in 2008 theological schools started seeing consistent declines. A few years ago it started leveling out and a little growth is being seen; most are

Approved 03.28.2020

leveling out. Neil Blair shared that people thought decline in enrollment was due to the move from Truman, but the reality was that in that time the number of hours was reduced and students were finishing early because of the decline in hours required; it wasn't due to the move but just the reduction of hours to graduate. Jeanne: The important number to look at is the number of new students.

- What should the Board be doing to support faculty for in-class and out-of-class activities for their abilities to remain current, participation in such events – travel, present at conferences, attend conferences, present new ideas, etc.?
- What is the impact of publishing?

Response: Faculty are expected to publish; criteria for staying employed and getting tenure.

Governance Committee – Mark Faulkner, Chair

Meeting Documents 9.1, 9.2, and 9.3

- New members were greeted and all Trustees were asked to submit names of potential new members
- The committee reviews presidential goals each year
 - Presidential succession – Neil Blair signed a 3-year contract
- Trustee, Craig Ramsey has found it hard to find time to be involved with the Board and would like to resign

MOTION by Mark Faulkner to accept Craig Ramsey's resignation, seconded by Arden Borgen.

Following discussion, the motion carried.

- New trustees covenant and COI to be completed
- Housekeeping issue to complete:
 - Recap: Four people opposed to Special Board meeting in August 2019
 - All trustees responded by e-mail to Tex

MOTION by Mark Faulkner to accept Tish Malloy's resignation, seconded by Arden Borgen.

Motion carried.

Tex Sample shared the consideration of moving the Spring Board meeting to March 27 and 28, 2020 with a 60th Gala that Friday evening.

MOTION was made by Mark Faulkner to move the Spring Board meeting to March 27 and 28, 2020, seconded by David Wiggs.

Motion carried.

Resource Committee – Matt Mills, CFO/COO

Meeting Document 10.1

- Saint Paul is in a strong position financially, has no debt, and has an endowment nine to ten times higher than its annual expenses; has a balanced budget and is in a very strong position for the future
- Regarding endowment: Matt worked with ATS CFO to compare with other schools and Saint Paul ranked 15th or 16th in a listing of 300, which is a very strong position

Goal Achievements:

- Drew down 3.7% of fiscal 2018 – 2019 (less than the goal of 4%), which is less than what ATS recommends at 5%; very proud of this accomplishment

Approved 03.28.2020

- Have been successful in linking the budget to Strategic Plan, which is an important piece; establishing criteria during the annual budgeting process to ensure they are tied together is extremely important
- Just completed successful and adjustment-free audit that was finalized at end of September 2019
- Total enrollment is up 11%
- New enrollment is up 23.8% for degree-seeking students
- Credit hours delivered is up 6.5%
- Board approved the budget for 2021 – 2022 at the May 2019 Board meeting
- Removal of 19 citations of HLC was cleared by HLC and was extremely important; Finance went from citation from HLC to absolutely no reporting – hopeful that ATS will be the same

Budget: administrative team made it a priority to identify 4% – 5% of budget that is unencumbered and free – some can be allocated to Quality Matters.

As Interim VP of Advancement, Matt shared that it is such a joy to work with Shannon Hancock, Melissa Pearce, and Tiana Gatewood, who do a great job in setting goals for improvement and are efficient with the budget.

Morale at the seminary is improving with staff and have retained the same staff for nearly a year now; two or three people say they love working here; good to find ways to enjoy and incentivize staff to work here. Achieving goals is consistent with communication with all staff.

The Resource Committee first quarter report is October 31, 2019 from 3pm – 4pm; year-end review is on November 14, 2019 with Rubin Brown from 3pm – 4pm.

Neil offered great thanks to Linda Shipman and her expertise, which will lend her to step in as the new Resource Chair; Matt is a great resource to prepare and help Linda in this transition.

Trustee thought: What do we feel are the best processes for broad discussion of enrollment goals with regard to the budget? Chair of Academic Committee, Dean, and community conversation about all of the implications to set a number; challenging but achievable.

Strategic Planning and Evaluation Committee – Dustin Petz, Co-Chair

Meeting Document 11.1

Grateful to Dana Aldridge for co-chairing.

- Meeting was held to reaffirm annual process and give focus to the strategic priorities going forward; Dashboard Report has simple summary.
- Previously had three goals as strategic priorities – the SPEC Committee recommends that we:
 - Reconfirm both Goal 2 (recruitment and retention) and Goal 8 (collaborations and partnerships) as strategic priorities for 2020-2021, and
 - Reconfirm the Annual Cycle of Planning

MOTION from Committee to continue to have as strategic priorities goals #2 and #8 and to continue to monitor #4. Following clarification of what years being referenced by Jeanne Hoeft (previously approved through 2021 with one full year starting next summer) the Motion carried.

Approved 03.28.2020

Trustee comment: Not always attending to negative consequences of our decisions. Moving into the third and fourth year of Strategic Plan we are getting further away from all of the other goals. What is the impact and negative consequences, etc.?

Response: Matt Mills encouraged the Board to review the dashboard at the next Strategic Planning and Evaluation Committee meeting. Dustin thoughts were to keep a narrower focus. Tex Sample shared his appreciation of the committee members.

Executive Committee – Tex Sample

Meeting Document 12.1

- The Committee met on October 11, 2019 and suggested that Board committees meet every other month
- Relationship with InTrust consultation – the workshop in Vancouver, WA was very good. Deal with issues where you know the solution and those that you don't know the solution the problem is how do you learn and discover?
 - We have one more day of their services. Potential to meet with Rebecca Bassinger, Consultant. To accommodate her availability may meet along with Nazarene Theological Seminary (NTS) on March 31, 2020, provided that NTS is open to that opportunity. It might be better to have her for a day of our own. Decision needs to be made if we plan to meet with NTS as well, or only with Rebecca Bassinger. The Executive Committee recommends meeting solely with the consultant.

MOTION was made by Arden Borgen, seconded by Andy Bryan to invite Rebecca Bassinger to next Board meeting to lead discussion on governance.

Motion carried.

Suggestion made for the Board to prepare a 3-year calendar to coordinate with the Academic Calendar to include dates of Annual Conference, General Conference, etc.

Information was provided that the Jurisdictional Conference is scheduled for July 15th – 18th, 2020 and SPST May 2020 Commencement ceremonies are scheduled to occur during the General Conference this year.

Motion was made by Mark Faulkner, seconded by Andy Bryan to use the term Presidential Succession instead of Presidential Search.

Motion carried.

Tex has received advice that we want to take plenty of time when choosing new president, but to begin process shortly and as questions are raised, second thoughts provided, will have time to make adjustments.

Discussion of evaluation and thoughts of today's meeting.

Adjournment at 12pm with box lunch following.

Respectfully submitted,

Leanna Walkowiak
Director of Operations/Equity Compliance & Title IX Officer