

APPROVED 10.02.2020

**Saint Paul School of Theology**  
**March 2020 Board Meeting Minutes**  
**March 27 – 28, 2020**  
**Zoom**

**Friday, March 27, 2020**

**New Member Orientation 10am**

Joining via computer: <https://zoom.us/j/988520196>  
Joining phone: 669.900.6833; Meeting ID: 988 520 196

**Board Meeting**

Joining via computer: <https://zoom.us/j/811667174>  
Joining phone: 669.900.6833; Meeting ID: 811 667 174

**Board members present:** Tex Sample, Arden Borgen, Linda Shipman, Amy Hogan, Dustin Petz, Lee Myane, Andy Bryan, Mark Faulkner, David Wiggs, Dana Aldridge, David Martin, David Deckert, Jennifer Ahrens-Sims, Neil Blair, Life members: Bishop Fritz Mutti and Michael Parmely

**Guests:** Jeanne Hoeft, Elaine Robinson, Jay Simmons, Israel Kamudzandu, Jack Gregory, Kris Kvam, Anne Walker, Hal Knight, Jim Brandt, Jennifer Smith, Nancy Howell, Margaretta Narcisse, Matt Mills, Casey Sigmon, Leanna Walkowiak, Richard Liantonio, Shannon Hancock, Melissa Pearce, Greg Henson (Consultant)

**Meeting was called to order shortly after 1pm by Tex Sample following verification that technology was working for all attendees** (first Board meeting to be totally held via Zoom due to the Coronavirus).

Introductions, devotional, and prayer by Tex: an eschatological view of the future and God's glory. "The Not Yet"

**Presidents Report:**

Neil Blair welcomed everyone to the meeting and introduced Jay Simmons, the new Vice President of Institutional Advancement. Jay's oversight will include Admissions, Public Relations, Alumni Relations, and Fundraising with 50% - 60% of his time in Fundraising. Jay is looking forward to continued work with Neil, who has been a long-time friend. He has met many of the faculty and staff and is excited to continue to work in Methodist higher education. Jay will officially begin his work with Saint Paul on July 1, 2020.

Thanks to the Executive Leadership Team, faculty, and staff for their response to the Covid-19 Pandemic and taking Saint Paul to all online classes. Particular thanks to Jeanne Hoeft for her leadership. The staff made this possible and were able to continue their work from home. Jeanne expressed her thankfulness for the existing technology and experience at SPST for being able to quickly move to online classes. Anne Walker also expressed that experience was helpful and technology has helped the school worship together.

News was shared of the passing of Kathy Rogers (her late husband, Bob, was a former Chair of the Board) and Maurita Stueck and of Mark Filmore's heart attack and his visit with Neil. Due to the Coronavirus, phone calls are made to contact donors instead of in-person contact. Tex expressed his appreciation and friendship with Kathy and Bob Rogers. Neil mentioned later in meeting the passing of Eloise Knight, the wife of Professor Hal Knight.

**Introduction of Academic Program by Jeanne Hoeft:**

PowerPoint presentation provided Academic information is available on Moodle.

Degree programs:

- Master of Divinity
- Master of Art in Christian Ministry
- Master of Arts in Theological Studies
- Doctor of Ministry

Encouraged the use of the SPST website and Student Handbook.

Non degree programs:

- Graduate Certificate in Theological Formation
- UM Course of Study – led by Dr. Israel Kamudzandu
- Deaconess and Home Missioners – led by Dr. Elaine Robinson

Flex scheduling was implemented in 2018 – 2019 to allow multiple pathways to a degree: online, on-campus, and hybrid, while still offering the possibility of all on-campus classes. Currently UMC and ATS restrict the number of online classes graduates can take and be ordained. ATS is currently reviewing this policy and the UMC may as well. New students are more interested in the hybrid model. Zoom provides a good technology option for learning.

Teaching multiple formats:

Video was viewed of Dr. Robinson instructing to see the differences in on-line and face-to-face instruction and how that technology works; a taste of what the students experience.

Difficulties with multiple formats:

Each required course must be taught in at least two formats. This is very difficult while managing to keep the Mission.

There is only one year of data, but at this point there are no differences found. Students like the one-week intensive study.

Question: What is the student feedback on the class formats?

Responses:

- Feedback is received all the time and is also intentionally done with assessments
- SPST checks for equal learning outcomes across the delivery platforms
- Students do like the hybrid: online and on-campus model
- Online and hybrid allows for students all over the country to study
- Expanded geographical base for students
- Changes the dynamics of conversation regarding cultural differences
- Students who live four to five hours from campus appreciate the flexibility to know in advance; to see if the timing works with their schedule
- Students appreciated the structure for creating community
- Students develop relationships online via Zoom worship, forums, student council, etc.
- These relationships are then expanded when on campus together
- Unexpected positive with going online was the ability to use the content more than one time
- Likes the interactive forums for second language students; allows them more time to formulate input (all students are required to have input)
- Some prefer to be on campus
- There are positives and negatives to each format, but it is optimal to maximize the positives
- Zoom can allow scholars from all over the world to participate along with distant students
- It's a balancing act
- SPST has had to narrow the variety of courses due to professors having to teach in multiple delivery methods.

Faculty Load:

14 – 16 credit hours taught/year

6 – 8 courses taught/year

Some faculty have outside commitments: committee participation and part-time pastoring responsibilities.

Last year joined Quality Matters but have not been able to robustly utilize yet. Remarkable faculty in all the areas they are engaged in and working with/teaching students.

**Consultant: Greg Henson:**

Renewed concept/ways of shared governance. Great work of the faculty and institution has taken place over the past few years with really good results and SPST is in a great financial situation. Groups of 4 – 5 attendees moved to break-out sessions with specific conversation topics and requested a member of each group to write down their group's responses to share with the entire meeting group.

Question #1: What is the role of the Board of Trustees?

Question #2: Role, Posture, Practices?

Question #3: How to create a culture of collaboration?

Notes from break-out sessions:

Question #1: What is the role of the Board of Trustees?

- Fiduciary
  - Conflict
  - Audit
  - Budget
- Selection and evaluation of President
- Strategy
  - Budget
  - Linking
- Planning/Decisions
- Loyalty, care, obedience
- Creative and imaginative
- Alignment to history
- Bring experience and skills to the table
- Listening to groups
- Clarity of Mission and Steward
- Gifts and Talents
- Care for the staff and Faculty
- Journey with, not control
- Set goals
- Overseer
- Authority over what things?
- Support, not day-to-day management
- Trust
- Partner with others
- Availability

Question #2: Role, Posture, Practices?

- Curious
- How to be a bridge

APPROVED 10.02.2020

- Encouragers
- Accountability partner
- Adaptability
- Collaborative
- No decision in
- Uniting Force
- Discernment
- Flatten relationships and hierarchy
- Have dialogue
- Build relationships
- Lead with humility
- Walk beside
- Open communication
- Being flexible
- Look inside the seminary
- Build trust and listen
- Relationship with president
- Access to more data
- Power with not over
- Broad list of conversation partners

Question #3: How to create a culture of collaboration?

- More conversations
- Gathering input up front
- Unlikely conversations
- Voting?
- Acting out relationships (have food!)
- Informal gatherings
- Activities to bring people together
  - Practical
  - Needed
- Intentional conversations
- Being with one another
- Fasting from assumptions
- Stay away from manipulation and control
- Let control come from the other end
- Show up!!!
- Transparency and follow through
- Leave judgements behind
- How to create consensus

Board consensus that we want to work on collaboration and trust in a way that not only addresses these issues but also that embodies collaboration and trust in the process of pursuing and working on them.

Kris Kvam offered the closing prayer.

Meeting adjourned at 5:06pm.

APPROVED 10.02.2020

**Saturday, March 28, 2020**

Joining via computer: <https://zoom.us/j/894261575>

Joining via phone: 669.900.6833; Meeting ID: 894 261 575

**Board Members Present:** Tex Sample, Dustin Petz, Neil Blair, David Deckert, Amy Hogan, Dana Aldridge, Mark Faulkner, Arden Borgen, David Martin, Andy Bryan, David Wiggs, Linda Shipman, Jennifer Ahrens-Sims, Lee Myane, Life member: Bishop Fritz Mutti

**Guests:** Anne Walker, Jeanne Hoeft, Kris Kvam, Nancy Howell, Jack Gregory, Matt Mills, Jay Simmons, Jim Brandt, Richard Liantonio, Leanna Walkowiak, Guest Presenters: Reverend Sally Haynes, Pastor David Livingston

**Meeting was called to order at 8am by Chair Tex Sample and President Neil Blair offered the opening prayer.**

**Approval of October 2019 BOT meeting minutes:**

Two clarifications/edits were made to the draft minutes and revised during the meeting so that motion and approval could take place.

**Motion to approve the October 2019 Board of Trustees Meeting Minutes was made by Dustin Petz, seconded by Linda Shipman.** (This motion was made at the July 2020 BOT Meeting because the name of the Trustee who made the original motion during the March 2020 meeting was not known.)

***The motion was unanimously approved.***

**Academic Committee – David Martin**

Everything is going well. Committee has done reviews of enrollment, upcoming graduations, professor status, and upcoming events. Jeanne's report can be viewed on Moodle. Committee is looking forward to increased faculty involvement in discussions and decision-making. Discussion regarding the positive and negative sides of online learning. Academic Committee Dashboard Report is available in Moodle

**Governance Committee – Mark Faulkner**

Appreciation shared for the help to develop/vet new trustees and the Board will continue to search for additional new members and to incorporate diversity within the Board. The Board has reached out to three individuals, but they were unable to commit to the Board due to their very busy schedules. The Committee is to review the Board By-laws and Policies annually. Governance Committee Dashboard Report is available in Moodle.

**Motion by the Governance Committee to approve the slate of Board Officers for 2020 – 2021.**

- Chair – Tex Sample
- Vice-Chair – Amy Hogan
- Secretary – Lee Myane
- Treasurer – Linda Shipman
- Academic Committee Chair – David Martin
- Governance Committee Chair – Mark Faulkner
- Resource Committee Chair – Linda Shipman
- Strategic Planning and Evaluation Committee Co-chairs – Amy Hogan and Dustin Petz

***The motion was unanimously approved.***

Discussion to appropriately rename the Chair-elect position to Vice-Chair per Board Policy. Need to revise the Policies and By-Laws to be coherent with practices

**Motion was made by the Governance Committee to amend the Policies and By-Laws to change the Chair-elect position to Vice-Chair. *The motion was unanimously approved.***

Discussion of next steps regarding Presidential Succession search.

**Motion to table motion regarding Presidential Succession until next meeting was made by Andy Bryan and seconded by Arden Borgen. *The motion was unanimously approved.***

Discussion of shared governance included gaining trust through transparency. Presidential Executive Leadership Team is excited to move forward.

**Motion by Mark Faulkner, seconded by Linda Shipman for the Executive Committee to appoint a team to work on trust and collaboration.**

Friendly amendment to the motion by Andy Bryan that the Executive Committee of the Board work on the issue of collaborative culture for SPST. Amendment accepted by Mark and Linda. David Martin suggested a timeframe by the next Board meeting for results.

***Motion was unanimously approved.***

#### **Resource Committee – Linda Shipman and Matt Mills**

Matt Mills provided the report:

1. SPST has no debt
2. Balanced Budget with 4% draw-down
3. Endowment 10 times the size of budget
4. Budget tied to Strategic Plan

This is good financial news along with the January 11<sup>th</sup> decision to increase SPST's cash position, which provides 18 months of cash flow if needed in case the market continues to fall. Income statement shows 9% increase in revenues along with a 5% reduction in expenses. With the three-year budget in place and most of the targets met no vote is needed. The scheduled update of the investment policy is in July. Resource Committee Dashboard Report is available in Moodle.

#### **Strategic Planning and Evaluation Committee – Dustin Petz and Dana Aldridge**

Dustin reported that most of the Committee discussions have revolved around clarifying the outcomes of goals #2 and #8 in report 9.1. The previous day's conversations with Greg Henson were very helpful. Committee is currently waiting on data for further conversations on smarter goals with two questions in mind.

1. What does the Board want to see as evidence of meeting goals?
2. How does the Board define success?

Strategic Planning and Evaluation Committee Dashboard Report is available in Moodle.

#### **Executive Committee: Tex Sample**

October 2, 2020 is the new date for 60th Celebration. Proposal by Tex to change the fall meeting dates to October 2 and 3 to correspond with the Celebration. Question of availability of data and reports for the Academic Committee. Response: some data would be available, but analysis might not be done yet. Suggestion that the Academic and Resource Committees would need to adjust their schedule to provide needed input for the full Board meeting in October.

APPROVED 10.02.2020

**Motion by Andy Bryan and seconded by Mark Faulkner to move the Fall Board meeting to October 2 and 3, 2020. Motion was unanimously approved.**

Jennifer Ahrens-Sims suggested IDI to the Board for each Trustee to take the assessment. She is qualified to give the test, which is \$20 for non-profit organizations. Competency in crossing cultural differences. Tex requested that Jennifer send the information to Leanna Walkowiak.

Tex introduced guest presenters Reverend Sally Haynes and Pastor David Livingston. The PowerPoint Presentation, *"The Protocol of Reconciliation and Grace through Separation, the document scheduled for consideration at the UMC General Conference later this year"* is available on Moodle. Both Reverend Haynes and Pastor Livingston are Saint Paul graduates and Tex thanked them for presenting to the Board and was pleased, proud, and excited about the way they are working with this issue.

Reverend Haynes offered the closing prayer.

Neil Blair thank Reverend Haynes, Pastor Livingston, and Andy Bryan for their work above and beyond their regular workload in this area.

Tex closed with thanks for the gift of time from the Board of Trustee members, the faculty, staff, and administration of Saint Paul School of Theology.

Meeting was adjourned at 11:55am.

Respectfully submitted,

Lee B. Myane  
Board Secretary

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