



TRUSTEE CANDIDATE ADVISORY COUNCIL

72 State Office Building (651) 296-9002
St. Paul, MN 55155 (651) 297-3697 (fax)
Web site: www.tcac.leg.mn

Dear Applicant:

Thank you for your interest in the Minnesota State Colleges and Universities Board of Trustees. The Board of Trustees oversees administration of the Minnesota State Colleges and University system, which serves approximately 382,000 students annually.

The Trustee Candidate Advisory Council is a 24-member citizen council that recruits, screens and recommends candidates for the Board of Trustees. The purpose of the council's broadly based, intense effort is to recommend to the governor, a group of diverse, skilled, committed and experienced individuals to serve as trustees.

For your information, we have prepared the enclosed materials and an application form. **The application form must be completed to ensure consideration.** Enclosed you will find the following:

- * Application
- * Recruitment Schedule
- * Frequently Asked Questions
- * MnSCU Facts
- * Criteria Sheet
- * Responsibilities for Individual Members of the Board of Trustees
- * Board Member Duties & Activities
- * Conflict of Interest Statement

Applications must be **received** in our office **by Thursday, February 28, 2008, at 4:30 p.m.** If you have any questions, please contact Sally Kidd at 651-296-9002. You may also visit our Web site at: www.tcac.leg.mn.

Sincerely,

Kent Eklund,
Chair

- * The Governor's Office does not receive copies of all applications (only those selected as finalists). **In addition to submitting your application to the TCAC**, you may wish to also mail a complimentary COPY to: The Office of Governor Tim Pawlenty
Attn: Annie Paruccini
130 State Capitol
St. Paul, MN 55155



TRUSTEE CANDIDATE ADVISORY COUNCIL

APPLICATION FOR THE BOARD OF TRUSTEES OF THE MINNESOTA STATE COLLEGES AND UNIVERSITIES

This application is available on the council's Web site: www.tcac.leg.mn

A completed and signed application must be received in our office by 4:30 p.m. on February 28, 2008.

Please send application to:

Trustee Candidate Advisory Council
c/o Legislative Coordinating Commission
72 State Office Building
100 Rev. Dr. Martin Luther King Jr., Blvd.
St. Paul, MN 55155
(651) 296-9002
(651) 297-3697 FAX

Under the Minnesota Data Privacy Act, Minnesota Statutes Section 13.43, Subdivision 3, parts of this application are public information once a candidate becomes a finalist. "Finalist" is defined in statute as a person that has been selected for an interview. The application is divided so that the first portion is public information, including: name, address, employment record, governing board experience, and education. The second portion of the application includes references and essay questions. Reference information remains private information. Answers to essay questions are private unless the applicant waives his or her right and releases that information.

PUBLIC INFORMATION SECTION

There are four open positions on the Board of Trustees; two at-large, one from the 4th Congressional District, and one from the 7th Congressional District. Please check the trustee position(s) for which you are applying.

- _____ At-Large (two positions)
_____ 4th U.S. Congressional District (one position)
_____ 7th U.S. Congressional District (one position)

Personal Information

Name: _____
(First) (Middle/Maiden-Optional) (Last)

Address: _____
(Street) (Apt. #)

_____ (City) (State) (Zip) (Congressional District)

** Phone, fax and email contact information is made public only with the consent of the applicant. Checking the boxes allows release of that information if the applicant is selected as a finalist.*

Phone Number*: (H) _____ (W) _____ Check here to release phone information

Fax Number*: _____ Check here to release fax information

Email Address*: _____ Check here to release email information

EMPLOYMENT HISTORY

Past occupation or experience (voluntary or paid), including dates and person to whom you reported. Please limit to last three positions and list most current information first.

Employer: _____ Voluntary or Paid: _____

Address: _____

Position: _____

From (Month/Year): _____ To (Month/Year): _____

Supervisor: _____ Phone: _____

Employer: _____ Voluntary or Paid: _____

Address: _____

Position: _____

From (Month/Year): _____ To (Month/Year): _____

Supervisor: _____ Phone: _____

Employer: _____ Voluntary or Paid: _____

Address: _____

Position: _____

From (Month/Year): _____ To (Month/Year): _____

Supervisor: _____ Phone: _____

GOVERNING BOARD EXPERIENCE

Such as government, business, education, church, charities, non-profits, etc. Please limit to last four positions and list most current information first.

Organization: _____

Position: _____

From (Month/Year): _____ To (Month/Year): _____

Chair(s) during service: _____ Phone: _____

Executive Officer(s) during service: _____ Phone: _____

Organization: _____

Position: _____

From (Month/Year): _____ To (Month/Year): _____

Chair(s) during service: _____ Phone: _____

Executive Officer(s) during service: _____ Phone: _____

Organization: _____

Position: _____

From (Month/Year): _____ To (Month/Year): _____

Chair(s) during service: _____ Phone: _____

Executive Officer(s) during service: _____ Phone: _____

GOVERNING BOARD EXPERIENCE (continued)

Organization: _____

Position: _____

From (Month/Year): _____ To (Month/Year): _____

Chair(s) during service: _____ Phone: _____

Executive Officer(s) during service: _____ Phone: _____

EDUCATION

	Name & Location of School	Major Area of Study	Diploma/Degree Date Received
High School			
College/Post-secondary			
College/Post-secondary			
College/Post-secondary			

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION: How did you find out about this position? (Check all that apply)

Newspaper _____ Employer _____ Friend _____
 Radio/TV _____ School _____ Web site _____
 Newsletter _____ Organization _____ Other (specify) _____

PRIVATE INFORMATION SECTION

NOTE: Please do not submit written endorsements, letters of recommendation, supporting documentation or additional material unless requested. Materials will not be forwarded to the council.

REFERENCES

This information is private; it is used only by council members for purposes of contacting references. (The council may also talk to others, including supervisors and board colleagues, about your qualifications.)

Name: _____ Organization/Firm: _____

Relationship: _____ Phone:(W) _____ (H): _____

E-mail: _____

Name: _____ Organization/Firm: _____

Relationship: _____ Phone:(W) _____ (H): _____

E-mail: _____

Name: _____ Organization/Firm: _____

Relationship: _____ Phone:(W) _____ (H): _____

E-mail: _____

Name: _____ Organization/Firm: _____

Relationship: _____ Phone:(W) _____ (H): _____

E-mail: _____

ESSAY QUESTIONS*

Answers to essay questions remain private unless the applicant waives this right. Checking the box below allows the release of this information only if the applicant is selected as a finalist.

* Check to release answers to essay questions

Please answer the following questions, using no more than two additional pages:

1. What has been your most important work or volunteer achievement? Please describe it briefly and indicate why it was important.
2. How do you characterize your style in group decision making? Give a specific example(s).
3. Having read the enclosed description of trustee selection criteria and responsibilities, please describe how your experience and qualifications would enable you to be a good trustee.
4. What are the most important issues confronting Minnesota State Colleges and Universities (MnSCU) and how would you contribute to solving them?
5. What is your understanding of conflict of interest that arises in connection with service on a governing board? What should a board member do when the possibility of a conflict of interest arises, with respect to yourself or a fellow board member?
6. What strategies and policies would you propose as a board member to broaden diversity of students and staff on MnSCU campuses?
7. Trustees have indicated that service on the board reasonably requires a commitment of at least 40 hours per month. The term of a trustee is six years. The Board of Trustees meets for two days each month. In addition to preparation for their meetings, there are numerous other campus activities that a trustee may be called on to attend or elect to attend. Are you prepared to make such a commitment? Can you think of any circumstances that might prevent you from serving for the full duration of your term?

I certify that all information in this application is factually correct, and do hereby consent to my nomination. By signing below, permission is granted to obtain information from all organizations and individuals mentioned in this application. Candidates selected to be interviewed will be contacted the week of March 10, 2008. Interviews will be held the week of March 31, 2008.

(Signature)

(Date)