
OFFICE OF THE CHANCELLOR

575 STONE CUTTERS WAY
PO Box 7
MONTPELIER VT 05601

VERMONT STATE COLLEGES

CASTLETON STATE COLLEGE
COMMUNITY COLLEGE OF VERMONT
JOHNSON STATE COLLEGE
LYNDON STATE COLLEGE
VERMONT TECHNICAL COLLEGE

May 16, 2013

MEMORANDUM

TO: Board of Trustees
Vermont State Colleges

FROM: Gary W. Moore, VSC Board of Trustees
Timothy J. Donovan, Chancellor

SUBJECT: Notice of VSC Board of Trustees Meeting



Attached are the materials for the Board of Trustees meeting next Thursday, May 23, 2013 at 3:00 p.m. in the Stearns Performance Space at Johnson State College in Johnson, VT. There will be a reception starting at 2:30 p.m.

To get to Johnson State, take I-89 (north or south) to Exit 10 (Waterbury/Stowe). Go north on Route 100 for 20 miles to Morrisville, then west on Route 15 for 8 miles to Johnson. The Stearns Center is building #3 on the campus map that follows this memo. For GPS or GoogleMaps, use 337 College Hill, Johnson, VT as the address.

We look forward to seeing everyone next Thursday.

cc: Council of Presidents

- 1 Martinetti Hall (Admissions)
- 2 Arthur Hall
- 3 Stearns Student Center
- 4 Governors Hall
- 5 Senators Hall
- 6 Visual Arts Center (VAC)

- 7 SHAPE Center / Carter Gym
- 8 Library & Learning Center (LLC)
- 9 Bentley Hall
- 10 Dibden Center for the Arts
- 11 Dewey Hall
- 12 McClelland Hall

PARKING AREAS:

- A Visitors
- B Students
- C Faculty/Staff
- D Faculty/Staff/Commuters



**JOHNSON
STATE COLLEGE**
VERMONT

www.jsc.edu

Did someone say road trip?



337 College Hill • Johnson, VT 05656
www.jsc.edu
 802-635-2356 • 800-635-2356

What's Where on Campus

- Arthur Hall 2**
 Student Residence
 Conference & Event Services
 JSC Print Shop
- Bentley Hall 9**
 Environmental Sciences
 Health Sciences
 Mathematics
 Vermont Interactive Television
- Dewey Hall 11**
 Academic Support & TRIO
 Advising & Career Center
Basement Medicine
 Bookstore
 Commons
 Convenience Store
 Dean of Students
 First-Year Experience
 Public Safety
 Residence Life
 Upward Bound
- Dibden Center for the Arts 10**
 Performing Arts
 Julian Scott Gallery
 MIDI Lab
 Performing Arts Theater
 Recording Studio
 Rehearsal/Instruction Rooms
 Wings Gallery
- Governors Hall 4**
 Student Residence
- Library & Learning Center 8**
 Writing & Literature
 Humanities
 Academic Computing Center
 Digital Media Lab & Studio
 Library
 Media Services
 24-Hour Study/Computer Lab
- Martinetti Hall 1**
 Academic:
 - Business & Economics
 - Experiential Education
 - External Degree Program
 - HTM Computer Lab
 Administration, including:
 - Admissions
 - Alumni Relations
- Business Office**
- Development**
- Financial Aid**
- Registrar**
- Student Residence**
- McClelland Hall 12**
 Behavioral Sciences
 Education
 Wellness & Alternative Medicine
 Computer Lab
 Dance Studio
 Wellness Lounge
- Senators Hall 5**
 Student Residence
 Health & Counseling Centers
 Information Technology
- SHAPE Center 7**
 Athletics Department
 Exercise Physiology Lab
 Fitness Equipment
 Gymnasiums
 Racquetball Court
 Rock Wall
 Spinning Studio
 Swimming Pool (indoor)
 Weight Room
 Yoga & Fitness Studios
- Stearns Student Center 3**
 Stearns Café (specialty coffees, pastries, snacks)
 Cinema
 Dining Hall
 Fireplace Lounge
 Game Room
 Mailroom
 Performance Space
 SERVE Program
 Student Government
 WJSC Radio
 Women's Center
- Visual Arts Center 6**
 Fine Arts
 Metalworking Studio
 Painting Studio
 Photo Lab & Darkroom
 Pottery/Ceramics Studio
 Print-Making Studio
 Student Gallery
 Woodworking Studio

Parking Permits

Students, faculty and staff must display a valid parking permit and park in designated lots Monday through Friday, 7 a.m. to 5 p.m., during the academic year. (Exception: A valid faculty/staff permit is required in order to park in the Martinetti Hall lot from midnight to 7 a.m. as well.) Contact Public Safety for more information.

Between Nov. 1 and April 15, parking is prohibited between midnight at 7 a.m. in faculty, staff and commuter lots except for designated spaces in the Visual Arts Center lot. Otherwise, no permit is required and anyone may park in a student or commuter lot on weekends, after 5 p.m. on weekdays, during the summer and during academic breaks.

Campus Phone Numbers

Area Code: 802

From campus phones, dial last four digits only.

MAIN SWITCHBOARD	635-2356 toll free: 800-635-2356
Admissions	635-1219
Academic Affairs	635-1242
Academic Support Services	635-1259
Advising & Career Center	635-1257
Dining Hall (Aramark)	635-1411
Bookstore	635-1233
Business Office	635-1207
Conference & Event Services	635-1293
Counseling Center	635-1265 or 1424
Dean of Students	635-1200
Development & Alumni Relations	635-1251
Dibden Center Box Office	635-1476
Financial Aid	635-1380
Health Center	635-1265 or 1424
Library	635-1274
Public Safety	635-1205
Registrar	635-1229
Residence Life	635-1200
SHAPE Center	635-1485

Campus Map



Find yourself here

**Vermont State
Colleges
Board of Trustees
Meeting**

Thursday, May 23, 2013

**Johnson State College
Johnson, VT**

BOARD OF TRUSTEES

Gary Moore, Chair
(2/28/15)

M. Jerome “Jerry”Diamond
(2/28/19)
Rep. Eileen “Lynn” Dickinson
(2/28/16)
Michelle Fairbrother
(2/28/15)
Kraig Hannum
(2/28/17)
Rep. Tim Jerman, Vice Chair
(2/28/14)
Rep. Bill Lippert, Jr.
(2/18/16)
Karen Luneau
(2/28/17)

Chris Macfarlane
(2/28/19)
Rep. Jim Masland
(2/28/14)
Linda Milne
(2/28/15)
Martha O’Connor
(2/28/17)
Heidi Pelletier, Secretary & Treasurer
(2/28/13)
Nick Russo
(6/30/13)
Governor Peter Shumlin
(*ex officio*)

Board Committees

Finance & Facilities

Martha O’Connor, Chair
Jerry Diamond
Michelle Fairbrother
Tim Jerman
Chris Macfarlane
Linda Milne

Education, Personnel & Student Life

Heidi Pelletier, Chair
Karen Luneau, Vice-Chair
Lynn Dickinson
Kraig Hannum
Jim Masland
Bill Lippert
Nick Russo

Priorities

Gary Moore, Chair
Tim Jerman
Linda Milne
Martha O’Connor
Heidi Pelletier

Audit

Linda Milne, Chair
Michelle Fairbrother
Tim Jerman
Karen Luneau
Martha O’Connor

Board Meeting Dates

September 18 & 19, 2012
October 25, 2012
December 13, 2012
February 21, 2013
April 4, 2013
May 23, 2013
September 17 & 18, 2013

Summit Lodge, Killington, VT
Vermont Technical College - Randolph
Lyndon State College
Castleton State College
Community College of Vermont - Montpelier
Johnson State College
TBD

VSC Chancellor’s Office

Timothy J. Donovan, Chancellor

Vice President and Chief Financial Officer
Vice President and General Counsel
Executive Assistant to the Chancellor
Director of Community Relations and Public Policy
Director of Academic Planning and Research
Chief Information Officer
Director of Administrative Information Systems
Director of Facilities
Director of Human Resources
Director of Institutional Research
Director of Payroll and Benefits
Chief Technology Officer
Controller

Thomas Robbins
William Reedy
Elaine Sopchak
Daniel Smith
Annie Howell
Linda Hilton
Dianne Pollak
Richard Ethier
Nancy Shaw
Hope Baker-Carr
Tracy Sweet
Richard Blood
Deborah Robinson

**VERMONT STATE COLLEGES
BOARD OF TRUSTEES MEETING
May 23, 2013 3:00 p.m.**

Johnson State College, Johnson, Vermont

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11. Date and Place of Next Meeting
Thursday, August 1, 2013, 10 a.m.
Office of the Chancellor, Montpelier, VT

B. ITEMS FOR DISCUSSION AND ACTION**1. Presentation of 2012-2013 Faculty Fellowship Award**

At its May 31, 2012 meeting the Board of Trustees conferred the honor of Faculty Fellow on JSC Professor of Art Ken Leslie. Chair Gary Moore will present an award plaque to Professor Leslie.

2. Approval of the Minutes of the April 4, 2013 Board of Trustees Meeting**Unapproved minutes of the Board of Trustees meeting Thursday, April 4, 2013.**

Note: These are unapproved minutes, subject to amendment and/or approval at the subsequent meeting.

A meeting of the Vermont State Colleges Board of Trustees was held on Thursday, April 4, 2013 at Community College of Vermont in Montpelier.

The following were present:

Trustees: Jerry Diamond, Lynn Dickinson, Michelle Fairbrother, Kraig Hannum, Tim Jerman, Bill Lippert, Jim Masland, Linda Milne, Gary Moore, Martha O'Connor, Heidi Pelletier, Nick Russo

Absent: Karen Luneau, Chris Macfarlane

Presidents: Joe Bertolino, Phil Conroy, Joyce Judy, Barbara Murphy, Dave Wolk

Office of the Chancellor: Tim Donovan, Chancellor; Tom Robbins, Vice President and Chief Financial Officer; Bill Reedy, Vice President and General Counsel; Annie Howell, Director of Academic Research and Planning; Dan Smith, Director of Community Relations and Public Policy; Elaine Sopchak, Executive Assistant to the Chancellor

Members of the public:

Tapp Barnhill

David Bergh

Shane Bouthillette

Penne Ciaraldi
Pam Chisholm
Jo Ann Edwards
Linda Gabrielson
Lucas Griggs
Susan Henry
Elmer Kimball
Barbara Martin
Tim O'Connor
Eric Sakai
Colin Santee
Dee Steffan
Chara Vincelette-Perocchi
Heather Weinstein
Peter Wright
Lisa Yaeger

A. PRESENTATION

CCV Veterans Services

Heather Weinstein, CCV Director of Student Support Services, and Chara Vincelette-Perocchi, Veterans Outreach Coordinator, presented on Community College of Vermont's Veterans Services. All military connected students at CCV have the opportunity to work with a veterans advisor. CCV also has three regional certifying officials who ensure that veterans receive their benefits. Chara Vincelette-Perocchi provides veterans outreach and serves as the veterans' first contact with CCV. Military connected students include not just veterans but also the dependents of veterans who also can use certain veterans' benefits. CCV currently has over 350 military connected students, a large increase from 2009. There has also been an approximately 8% increase in retention and graduation rates among military connected students at CCV. There is an emphasis on working with other Vermont State Colleges because students can then complete four-year degrees. Unfortunately, some federal tuition assistance has been cut; CCV works with students to make the best of the funds they have.

CCV offers a one-credit course for military connected students called Combat to Classroom (CTC) in different locations throughout the state.

The American Council on Education has stated that veterans who are able to take a transition course like CTC are 38% more likely to complete their studies. Since CTC began a year ago, about 68% of students who took the course have stayed in school.

CCV Winooski will be holding a community seminar for potential veteran students, where they will receive a benefits screening and financial aid and veterans advising. In the fall CCV will institute a veteran-to-veteran peer mentoring program. CCV staff and faculty will receive training on having veterans in the classroom.

Trustee Dickinson asked whether CCV gives veteran students credit for military experience. Ms. Vincelette-Perocchi responded that CCV uses the Assessment of Prior Learning program with veteran students to give them credit for experience, and in addition veteran students can receive elective credits for training on their military transcripts.

Trustee Jerman inquired about the one-third of CTC students who do not continue their studies. Ms. Vincelette-Perocchi explained that some of them transfer to different schools; some students get jobs; some plan to return at a later time; and a small number of students are not ready to continue.

Chancellor Donovan asked how many sections of CTC are offered. This semester there is one section being offered in Montpelier, with plans for two sections in the fall. The class meets once a month for 2.5 hours. There will also be a summer section for the first time, in Winooski.

Ms. Vincelette-Perocchi informed the group that funding for veterans services comes from the Vermont Community Foundation and the McClure and Dreisegacker families.

Chair Moore asked for information about how CCV works with other VSC colleges to serve veterans. Ms. Vincelette-Perocchi stated that she works closely with Thom Anderson of Lyndon State College and Dave Bergh of Johnson State College and has a relationship with Castleton State College. Castleton has a vet center that welcomes CCV veteran students as well. The goal is to have veteran students complete their educations and stay in Vermont. Ms. Weinstein pointed out that Ms. Vincelette-Perocchi serves as a resource for the TRIO program, which supports first

generation, low-income students and considers veterans a priority population.

Chair Moore thanked CCV and all the Vermont State Colleges for their efforts on behalf of veterans. He pointed out that Vermont Technical College has just started a program to help veterans start small businesses.

Trustee Jerman asked what portion of CCV veteran students were in active service versus National Guard. Ms. Vincelette-Perocchi replied that about 65% of students are active duty veterans from the five services. There are very few who are on current active duty; currently there are six in the online program.

Chancellor Donovan told the group that the Council of Presidents has had conversations about tuition policies regarding veterans. They hope to bring a policy recommendation to the Board in May on in-state tuition for veterans. Currently if a veteran is stationed in Vermont, the VSC offers instate tuition rates, but the Presidents would like to broaden that to make the system even more supportive of veterans.

Presentation to Former Trustee Peter Wright

Chair Moore welcomed former Trustee Peter Wright. Trustee Wright's term ended in February 2013 and the Board wished to thank him and present him with an engraved chair in honor of his service.

Trustee O'Connor described how as Finance & Facilities Committee Chair she experienced opposing opinions of Trustee Wright and Trustee Winters and that she appreciated the great discussions that resulted. She also appreciated that Trustee Wright came to meetings extremely prepared.

Trustee Masland thanked Trustee Wright for his service and congratulated him on his new position. Trustee Wright explained that he is now the President and CEO of Valley Regional Health Care in Claremont, NH.

Trustee Milne told the group she valued Trustee Wright's experience in healthcare management and analysis and his ideas around performance measurement.

Trustee Jerman said he will miss Trustee Wright's passion as an alumnus and his continual efforts to make our schools even better.

Trustee Fairbrother said though they often disagreed she will not forget his service and great passion for our schools.

Trustee Pelletier said she would miss Trustee Wright's thoughtful analyses and ability to be flexible. She remembered a number of times when he argued for a particular issue but was able to work with the group to find suitable solutions.

Chancellor Donovan shared the number of perspectives Trustee Wright brought to the Board that were very valuable: that he was an alumnus, that he had a "big organization" perspective, and that he provided great advice on analysis and how to communicate it with the Board. He thanked Trustee Wright personally and on behalf of the entire VSC for his service.

Trustee Hannum told Trustee Wright he was grateful for the example he set as Nominating Committee Chair.

Chair Moore thanked Trustee Wright for his six years of service and his strong support of the VSC.

Trustee Wright thanked the Board and said that of the many things he has done in his life so far, serving on the VSC Board of Trustees was one of the most rewarding experiences he's had. He always tried to come to the table thinking about the big picture and has a great appreciation for the operations of the VSC as well. He always wanted the VSC to be a place he would be proud to send his children, and he is more than proud now. The Board has grown greatly over time, and under Chair Moore and Chancellor Donovan's leadership has made sure that everyone has a voice, that they did not accept the status quo, and that they pushed the envelope, moving the system in a direction it may not have otherwise gone. Trustee Wright asked the Board to continue to drive the system in that direction and not make the same kind of mistakes the healthcare industry has made. He also told the Board to call him if he is needed because although he is no longer on the Board he is still willing to serve.

B. ITEMS FOR DISCUSSION AND ACTION

1. Approve the Minutes of the February 21, 2013 Board Meeting
Trustee O'Connor moved and Trustee Pelletier seconded the motion to Approve the Minutes of the February 21, 2013 Board Meeting.

Several trustees pointed out the location of the meeting must be changed to Castleton State College. Trustee Lippert asked to include his name among the trustees who were absent.

The motion to approve the minutes with the above-mentioned changes passed unanimously. The approved minutes are attached and made an official part of this meeting's minutes.

2. Approve the Minutes of the March 18, 2013 Board Retreat
Trustee Pelletier moved and Trustee Fairbrother seconded the motion to Approve the Minutes of the March 18, 2013 Board Retreat.

The motion to approve the minutes passed unanimously. The approved minutes are attached and made an official part of this meeting's minutes.

3. CSC Final Program Approval: Master of Arts in Theater
Trustee Pelletier moved and Trustee Lippert seconded the resolution Castleton State College Master of Arts Degree in Theater.

Trustee Dickinson apologized for not being at the EPSL meeting when this degree was discussed due to work at the legislature. She stated concern that the degree could draw theater students away from Johnson State College. Another concern for her is the need for the colleges to be responsive to the needs of the state's business community. She echoed Trustee Luneau's concerns from the last Board meeting about employment opportunities for graduates.

Johnson State College President Murphy responded that JSC does not have a master's degree in theater, so the hope is that undergraduate students from JSC's theater program would go on to

receive the master's. Castleton State College President Wolk explained that the degree is a 4+1 program for Castleton students. He believes in competition and that if the other VSC schools have similar programs in different geographic areas, that is a good thing. Trustee Dickinson explained that her legislative committee is attuned to the needs of the workforce and that in the future she hoped the Board could discuss how the VSC can meet those needs.

The resolution passed unanimously. The resolution is attached and made an official part of this meeting's minutes.

4. CSC Final Program Approval: Master of Music Education
Trustee Pelletier moved and Trustee Lippert seconded the resolution Castleton State College: Master of Music Education Degree.

The resolution passed unanimously. The resolution is attached and made an official part of this meeting's minutes.

5. Revision of VSC Bylaws
Trustee Jerman moved and Trustee Milne seconded the resolution Revision of Bylaws: Article II, Section I, Definition of Annual Meeting of the Board.

Chair Moore explained that the VSC Bylaws state that the Board's annual meeting will occur in June, but this year's annual meeting is scheduled for May 23rd. The purpose of this resolution is to make the Bylaws slightly less specific by allowing the annual meeting to be held as the last meeting of the fiscal year.

Chancellor Donovan added that at its retreat the Board expressed interest in having a summer meeting. He also stated that he and General Counsel Reedy will look at the Bylaws to see if any other adjustments are needed to bring them up to date. As an example he referred to an article in the Bylaws that allows use of telegram for warning meetings. The resolution before the Board at this time just refers to schedule changes in Article II, Section I of the Bylaws.

The resolution passed unanimously. The resolution is attached and made an official part of this meeting's minutes.

6. Hand Carried Resolution Revision of Schedule of VSC Board and Committee Meetings for FY2013-14

Trustee Jerman moved and Trustee Milne seconded the hand carried resolution Revision of Schedule of VSC Board and Committee Meetings for FY2013-14.

Chair Moore explained that this resolution arose from two requests from the Board: to hold a meeting in the summer and to try an all-day meeting format. The Board agreed to have the May 23rd meeting be an all-day meeting. This requires some changes to the Board's regular meeting schedule. The Board will reschedule the May 15th committee meetings to occur on May 23rd, the same day as the Board meeting. This resolution also includes an August 1st meeting of the Board.

Chancellor Donovan thanked the Board for providing their availability for the summer meeting. He also stated that based on responses of Board members the best days of the week overall to hold meetings are Tuesday through Thursday. Committee meetings have not been warned for August 1st so that the Board can try an all-day without committees format, after having tried an all-day with committees format in May at JSC.

Chair Moore explained that there are may be concerns about either format and that the Board will have to make a decision on August 1st about how they want to move forward the rest of the year.

Chancellor Donovan reviewed the scheduling changes outlined in the resolution. Trustee Fairbrother expressed concern with the meeting schedule for those trustees traveling from the south. The distance and the length of the meetings will require a very long day for those trustees. Chair Moore reminded the group that the majority of the Board opted to try the new formats. He also expressed concern about the loss of the week between committee and Board meetings and the time that schedule offered to review materials.

Trustee Dickinson pointed out that the all-day format eliminates the second day of travel trustees experience with the current schedule. Trustee Jerman asked how the student trustee is affected

by this schedule change. Trustee Russo stated that he did not vote because the new student trustee would be affected by this change and that person had not been elected yet at the time of the vote.

Trustee O'Connor moved the approval of the resolution with correction to the dates for the Audit and Finance & Facilities Committee meetings from Wednesday to Thursday. Trustee Masland seconded the motion. Trustees Diamond, Dickinson, Hannum, Jerman, Masland, Milne, Moore, O'Connor, Pelletier and Russo voted in approval. Trustee Fairbrother voted in opposition to the resolution. The resolution passed and is attached and made an official part of this meeting's minutes.

7. Revision to Board Approval of CCV/VTC Brattleboro Lease

Trustee O'Connor moved and Trustee Masland seconded the resolution Revision to Board Approval of CCV/VTC Brattleboro Lease.

Trustee O'Connor explained that this resolution is basically the same as the one the Board passed previously except for a change in the term of the lease from 10 years with two five-year options to permitting an initial lease term of up to 15 years. The closing is expected in late April or early May. No money has been spent on this yet; money has been drawn down from the state but will not be spent until the closing occurs.

Chancellor Donovan emphasized that there has not been an agreement to a 15-year lease but that this change will give the VSC more latitude in negotiating the lease. Financial terms have not changed and may become more favorable as a result of moving to a longer initial term.

Trustee O'Connor shared that Adult Basic Education is in negotiations to occupy 4,000 square feet in the Brooks House, which would be a good fit with CCV and VTC.

Trustee Hannum asked about the new lease length. Chancellor Donovan stated that a 15-year lease is a very long lease, and that the VSC does not have any leases of that length currently. A long lease is very restrictive and builds no equity. The default long-term

lease in the VSC is a 10-year lease because less than that is not feasible from a developer's standpoint.

The resolution passed unanimously. The resolution is attached and made an official part of this meeting's minutes.

8. Endorsement of Grant Proposal

Trustee O'Connor moved the resolution Endorsement of Grant Proposal. The resolution was corrected for clarity based on comments made during the Finance & Facilities meeting. Trustee Milne seconded the resolution.

Trustee Lippert asked why it is Board policy to approve grant applications as opposed to grant acceptances. Chancellor Donovan stated that functionally the approval becomes the acceptance of the grant because the Board cycle does not clearly line up with application cycles. This may be a policy update to consider. Trustee Milne stated that some grant applications may require Board approval though this is not always the case. Chancellor Donovan stated that the VSC does not want to be in the position of receiving a grant that it cannot accept. He also noted that the \$150,000 approval level has not been assessed in at least ten years and it may be time to review that as well.

The resolution passed unanimously. The resolution is attached and made an official part of this meeting's minutes.

C. ITEMS FOR INFORMATION AND DISCUSSION

1. Report of the March 27, 2013 Meeting of the Education, Personnel & Student Life Committee

Trustee Pelletier shared that the Committee reviewed CCV's proposed Associate of Science in STEM Studies program and Castleton's proposed Master of Arts in Math Education. The Committee discussed performance indicators briefly and agreed to implement new indicators over time rather than issuing them all at once. Dean Eric Sakai presented about the VSC's many online education offerings.

Chancellor Donovan told the Board that Dean Sakai's presentation will be added to the meeting materials for the Board's future reference. He stated that it is sometimes forgotten how much the VSC actually does in online education. The VSC offers over 1,000 online courses a year and have been offering online education since 1996. Online education is a very big part of the VSC's portfolio. The VSC is the largest purveyor of online education in Vermont.

Chancellor Donovan stated that the annual performance indicators report is in the committees' materials. Components of that report come out throughout the year. During the EPSL Committee meeting Trustee Russo asked if this information could be shared in real time. Going forward we will start adding that data to committee meetings as they are generated and on a regular basis, in addition to providing the cumulative performance indicators report every May.

Trustee Milne asked about CCV's presentation of their performance indicators, stating that several are presented in a much more visual format. Chancellor Donovan added that Trustee Wright was interested in more visual representation of financial data as well. He asked the Board to think about what things we measure that lend themselves to that kind of presentation.

Chancellor Donovan reminded the group that last year former Interim Chief Academic Officer Joe Mark and the Academic Deans discussed ideas about improving performance indicators, and that CCV in particular continues to do a lot of work on creating a dashboard of indicators. President Judy shared that NEASC found that CCV was now collecting too much data, and that they now need to figure out which data is most relevant. CCV hired Laura Massell to rethink their collection of data and she would be glad to present to the Board about that.

Chair Moore stated that the Board needs to decide what measures they want, and help the colleges avoid developing measures no one will use. President Judy concurred.

2. Report of the March 27, 2013 Meeting of the Finance & Facilities Committee

Trustee O'Connor stated the Committee went over the 2013 budget to see where each college was at this point, which was extremely useful, and they will continue doing this. The committee discussed 2014 and its challenges but did not discuss the performance indicators at this time. They will be on the May agenda. The format of the capital projects report has been updated and will appear in the new format going forward. Trustee O'Connor thanked the presidents for bringing forth realistic representations of the challenges facing each of the colleges. Chair Moore agreed that the materials the presidents provided to the Committee were extremely helpful.

3. Report of the Chancellor

Chancellor Donovan reminded the Board that in the May cycle there will be the approval of budgets for fiscal year 2014. He has been meeting with each of the colleges as they prepare their budgets.

Graduation season is approaching and trustees are encouraged to attend the colleges' commencements. Chair Moore will ask all trustees to let Elaine Sopchak know which commencements they plan to attend.

Chancellor Donovan will be in Boston next week attending a Nellie Mae sponsored program called Education 2030, which fits in well with the strategic inquiry the VSC is undertaking. He, John Fischer from the Agency of Education and Jeff Francis from the Vermont Superintendents Association will represent Vermont at the meeting.

The Academic Retreat is on May 22nd at Vermont Tech. The theme is aligned to the VSC strategic inquiry. There will be a great keynote speaker; the Board will receive invitations. A student panel will also be featured that will present the variety of types of students the VSC serves.

A group of representatives from Vermont Tech, CCV and Lyndon State are working together to research funding sources for

advanced manufacturing and how the VSC can support the manufacturing sector, particularly in the Northeast Kingdom.

Trustee Diamond asked if the Board will receive any preliminary admissions figures prior to the May meeting. Chancellor Donovan stated that each college collects this information differently but in general they bring conservative estimates. President Judy stated that she will have summer admissions figures by then, but that fall admissions data won't be available since registration for the fall semester does not start until August. Presidents Wolk and Bertolino both felt they would have reasonable estimates by May, though it can be fluid over the summer. President Murphy said the same is true for Johnson State but that several hundred adult students may follow the same registration calendar as CCV. But she felt she could definitely provide a snapshot of data at that point in time and what trends are showing up. President Conroy agreed that he could share some trends but VTC registration starts after May 1st. Chancellor Donovan said that what will be clear in the materials the Board sees are the assumptions used for budgeting purposes, and that the presidents would be able to provide background information and thoughts on how that might change.

4. Reports of the College Presidents

VTC President Conroy reported that the Groundworks Series, the inaugural event of the Institute for Applied Agriculture and Food Systems, was completed in March. Next will be an eight-month project called the Food System Higher Ed Council, which is a group of colleges and universities in Vermont interested in agriculture and developing ways to collaborate and make Vermont the national center for the study of agriculture and food systems. The main sponsors are Vermont Tech, UVM and the Vermont Council on Rural Development. The goal is to develop cooperative projects and courses throughout the state in agriculture and food systems so that students from around the country can come to Vermont to study at our institutions.

Senior project season is underway and most majors have capstone projects on display. Some students gave an excellent presentation on HVAC systems to a statewide professional organization. Commencement will be on May 4th at Norwich University.

Student Alex Day will study abroad in Germany as one of 75 students from the United States who will participate in an exchange program, working for Mercedes Benz on an apprenticeship. This is the third year in a row a VTC student is participating in the program.

JSC President Barbara Murphy announced it is also student presentation time at Johnson, culminating with Extended Classroom Experience Day when the entire gym is turned over to student presentations. There are a five faculty who have received some competitive funding in the sciences and social sciences who will be working on campus this summer with student research assistants. Several students went to the eastern region meeting of the American Psychological Association who are now planning to attend the national meeting in Washington. President Murphy and the Student Government Association assisted with funding their trip. The college has chosen "Detroit: An American Autopsy" as the common book for next Fall's entering class. Students are required to read the book over the summer. There will be book discussions at orientation weekend followed by programming around the book's theme throughout the fall, culminating with an author visit.

Chair Moore complimented President Murphy on the recently released issue of Johnson State's annual magazine.

LSC President Joe Bertolino announced a wide series of events scheduled for inauguration week. Most of the events were already planned and were grouped into the inauguration week. Some events are free, and some have a fee attached. Among them are the Business and Education Summit on April 18th featuring Alan Gilmore, former CFO of Ford Motor Company and outgoing president of Wayne State University. The college is very grateful to several generous donors and sponsors who have contributed to the week's programming.

Pages 103-105 of LSC's president's report summarize what the college is doing now and planning for the future. These pages are used to communicate with a variety of audiences within LSC and the larger community. LSC held a very successful Veterans

Summit last month as well as a children's program called Kingdom Kids College Fair, which was put on by the college's VSC Leadership Series participants.

LSC has contracted with SAS Architects of Burlington for developing a campus master plan and has closed on the purchase of 17 acres adjacent to the college. Recently President Bertolino signed two memoranda of understanding with Perm State University in Russia and Shen Zhen University in China, which will be sending ten exchange students to LSC next year.

Dean of Administration Wayne Hamilton is retiring and a search for a new CFO will begin soon. Next week the new Provost/Academic Dean will be announced to replace retired Academic Dean Donna Dalton. Kathryn Maieli, formerly of Vermont Law School, has been hired to be the new registrar. And LSC now has 7,000+ likes on Facebook.

Chancellor Donovan reminded the presidents that their reports to the Board should be used to communicate with as many audiences as possible. Employees at each institution can see lots of communication from each of the colleges by reading these reports. They are also posted on the VSC website (www.vsc.edu).

CSC President Dave Wolk also complimented President Murphy on both the excellent content and graphic appearance of JSC's annual magazine. He announced that this year Castleton's commencement speaker is alumnus Darren Perrin, who is a Vermonter and a news anchor for Channel 3.

President Wolk described how Spartan Arena recently was showcased at an Efficiency Vermont conference for its efficient ice rink practices. He highlighted the significant savings in energy and money brought about by new H2OVortex technology, which is one of only two such systems in the country right now, and is able to form ice much more efficiently than standard ice arena systems. Chancellor Donovan pointed out that this system is one of the first investments made from the VSC Green Revolving Fund, and the return on investment was almost immediate.

President Wolk also reported that Castleton has engaged with Green Mountain Power to install cylindrical wind turbines on top of Hoff Hall alongside existing solar panels. They will connect to the system and could make Hoff Hall energy neutral. Castleton is splitting the cost of the installation with Green Mountain Power. There will be four or five turbines each five feet tall on Hoff Hall. If the experiment works, Castleton is considering doing the same to most of its buildings on campus. There is only one other college in the country doing this right now.

CCV President Judy announced that they have received verification that CCV is the first community college in the country to get national certification for their medical assisting program. She also described a wonderful experience telling a work-study student she was nominated by the entire CCV community to be CCV's graduation speaker. This student is in her early 20s, came to CCV straight out of foster care, was recently homeless and has struggled with poverty. She became a work-study student, now has her own apartment, and has purchased her first car. She says it is the first time in her life she has ever felt valued. President Judy felt she is a great example of the importance of the work our colleges do—it is transformative.

President Judy stated she is honored to work at CCV and with such an excellent staff. She introduced CCV staff in attendance:

Elmer Kimball, Administrative Executive Director in
Winooski, St. Albans and Middlebury
Linda Gabrielson, Academic Dean
Eric Sakai, Dean of Academic Technology
Pam Chisholm, Associate Dean of Enrollment Services and
Director of Financial Aid
Lisa Yaeger, Director of Human Resources
Barbara Martin, Dean of Administration
Tony Harris, Assistant Chief Technology Officer
Penne Ciaraldi, Executive Director in Morrisville and on
assignment with VSC Workforce Development
Tapp Barnhill, Executive Director in Brattleboro, Upper
Valley and Rutland
Debbie Stewart, Dean of Students, Executive Director in
Bennington

Susan Henry, Executive Dean
Dee Steffan, Academic Executive Director in Winooski, St.
Albans and Middlebury

Chancellor Donovan complimented the article on veterans in CCV's President's report and asked President Judy what CCV Now is. President Judy stated that CCV Now is an online collection of media coverage about CCV that is regularly updated and always available (<http://now.ccv.edu>).

5. Report of the VSCSA

Trustee Russo announced that the VSCSA has elected Colin Santee of Johnson State College as the new Student Trustee. There were three candidates, two from JSC and one from CCV. Colin is a native Vermonter from Fairfax double majoring in biology and political science. He will be a senior next year. Trustee Russo also introduced Shane Bouthillette, SGA President at JSC who is also an active duty member of the Vermont National Guard, and Luke Griggs, a CCV representative to the VSCSA.

The 2013 Student Rally in support of higher education will be at the State House on April 18th at 1:30 p.m. This year the VSCSA has reacquainted itself with its bylaws, and Chancellor Donovan has graciously offered to provide funding for their budget. Today the VSCSA approved its budget and line items.

6. Other Business

Trustee Diamond noted that the reason Karen Luneau was absent from today's meeting is because of the passing of her uncle, Lawrence Handy, who was a prominent Vermonter (a link to his obituary is [here](#)). Chancellor Donovan noted that Governor Shumlin had planned to join today's meeting, but he also is attending Mr. Handy's funeral.

7. Comments from the Public

There were no comments from the public.

8. Date and Place of Next Meeting

Thursday, May 23, 2013, 3:00 p.m.
Johnson State College, Johnson, VT

Trustee Pelletier inquired whether all Board members are expected to attend all committee meetings on May 23rd. Chair Moore answered no.

Chair Moore stated that the programs reported on today, including the veterans programs and the things the presidents reported, help a lot of people for a relatively small amount of money, and the Board should be very proud of what the dedicated people of the VSC accomplish on behalf of the system and the state.

Trustee Pelletier moved and Trustee Jerman seconded the motion to adjourn the meeting. Chair Moore adjourned the meeting at 5:08 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Elaine Sopchak".

Elaine Sopchak, Recording Secretary

3. Strategic Inquiry Update by Fifth Element Associates
Fifth Element Associates' Glenn Ravdin and Claudia Eisinger will be on hand to update the Board on the Phase 1 data gathering work that is underway utilizing interviews, focus groups, and online survey. In addition, they will preview Phases 2 and 3 and how visioning for the future will build on the broad base of perspectives being assembled.

4. Personnel Action: Reappointment of the Chancellor

The Chair of the Board, with assistance from the Priorities Committee, conducted an end-of-year evaluation of the Chancellor. The Priorities Committee recommends to the full Board reappointment of the Chancellor for a two-year period.

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTION

Personnel Action: Reappointment of the Chancellor

BE IT RESOLVED,

That upon recommendation of the VSC Board Priorities Committee, the following personnel action is approved, subject to and in accordance with the terms of the letter of reappointment, to be signed by the Chair of the Board of Trustees.

<u>Name</u>	<u>Position</u>	<u>Term</u>
Tim Donovan	Chancellor	7/1/2013 – 6/30/2015

May 23, 2013

5. Personnel Actions: Reappointment of the College Presidents
The Chancellor completed end-of-year evaluations of the presidents. He recommended to the Priorities Committee and, with their endorsement, recommends to the full Board reappointment of the presidents for a two-year period.

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTION

Personnel Actions: Reappointment of the College Presidents

BE IT RESOLVED,

That upon recommendation of the Chancellor, the following personnel actions are approved, subject to and in accordance with the terms of the letters of reappointment, to be signed by the Chancellor.

<u>Name</u>	<u>Position</u>	<u>Term</u>
Joseph Bertolino	President	7/1/2013 – 6/30/2015
Philip Conroy	President	7/1/2013 – 6/30/2015
Joyce Judy	President	7/1/2013 – 6/30/2015
Barbara Murphy	President	7/1/2013 – 6/30/2015
David Wolk	President	7/1/2013 – 6/30/2015

May 23, 2013

6. Election of the Officers of the Board of Trustees and Audit Committee

The revised By-laws of the Board of Trustees provide the following: Article II, Section 1, “the annual meeting of the Board shall be the last regular meeting of the fiscal year...” Section 2 states, “The officers of the Board shall be elected at each annual meeting from among the members of the Board.”

Article III, Section 1 states, “The officers of the Board shall be a Chair, a Vice-Chair, a Secretary and a Treasurer. The same person may serve as Secretary and Treasurer.”

The VSC Audit Committee Charter provides the following: Section II, “Committee members shall be elected by the Board of Trustees at the annual organizational meeting on the recommendation of the Nominating Committee...The Chair of the Committee shall be appointed by the Chair of the Board from the elected members of the Committee.”

The Nominating Committee will present a slate of nominations to the Board for its consideration.

7. Approval of FY2014 Budgets

a. VSC Budget

Adopting the upcoming fiscal year's operating budget is among the most important annual activities of the VSC's Board of Trustees. The FY2014 budget proposed incorporates the FY2014 student charges set at the February 2, 2012 meeting.

Immediately after the resolution are the FY2014 operating budget spreadsheets for the VSC aggregated, and the each college plus the system office, along with corresponding narratives. Each college/entity used the approved assumptions while creating their budgets. Any additional assumptions were added in the "College Adjustment" column. These additional assumptions are detailed in the narrative accompanying the budgets.

The budget proposals are characterized by the following key elements:

- Full Paying Equivalent (FPE) Student Enrollments

Tuitions and fees from FPE students constitute revenue to the college's operating budgets, and for FY2014 FPEs (whether new or from improved retention) are projected to be slightly down from FY2013 budget levels at JSC and LSC, and relatively flat at CCV, CSC, VTC and AHP. Within these projections, the mix of in-state vs. out-of-state students is continually shifting.

- Revenue

Net of the GASB 45 allocation of 1%, the approved tuition increase is 3.0% for in-state and NEBHE students at all five colleges. Net of the GASB 45 allocation of 1%, out of state tuition will increase 3% at CCV, LSC and VTC, 4% at JSC and 6% at CSC. Fees and Board rates increased 4%.

- State Operating Appropriation

The state operating appropriation for FY2014 was at the governor's recommended amount of \$22,679,349. In addition \$693,217 is being added to the VSC base allocation. This amount shall be used for in state financial aid.

- Salaries/Benefits

Unless otherwise stipulated by union contract VSC employees received a 2% pay increase. Health insurance will increase 6.1%, which is a combination of 1.3% enrollment growth and 4.8% expense increase. Our experience and trend line for FY2014 lead us to believe this is the appropriate increase to maintain a balance of covering predicted costs and maintaining a sufficient cushion for unanticipated increases.

Wages and attendant costs continue to dominate our expense structure accounting for 70% of our unrestricted operating expenses. A large majority of the VSC full time employees belong to one of the five unions. The union contracts contain agreed upon pay increases over the life of the contracts.

The GASB 45 net annual accrual (Other Post-Employment Benefits) impact on the FY2014 is approximately \$7,564,000. This is the second year that we have budgeted to put money aside to partially fund our GASB obligation. This amount will be ~ \$3,000,000 at the end of FY2014. The total VSC liability for the GASB 45 liability, which includes both past and future obligations, is \$130,535,000. This amount includes medical and life insurance for all employees. This is being allocated according to employee headcount. As we have discussed in the past the portion of this liability not funded with cash will end up being a reduction to our fund balance.

- Other Operating

Throughout the budget, colleges have undertaken substantial adjustments and realignments in order to mitigate the impact of inflation on expenses, enrollment and other priorities.

The State of Vermont's FY2014 budget included the following appropriations:

VSC Appropriations	FY2012	FY2013	FY2014
Base	\$23,107,247	\$23,107,247	\$24,300,464
Includes 3% addition to base for aid to VT students	\$0	\$0	\$693,217
Addition to base of Next Generation Scholarship	\$0	\$0	\$500,000

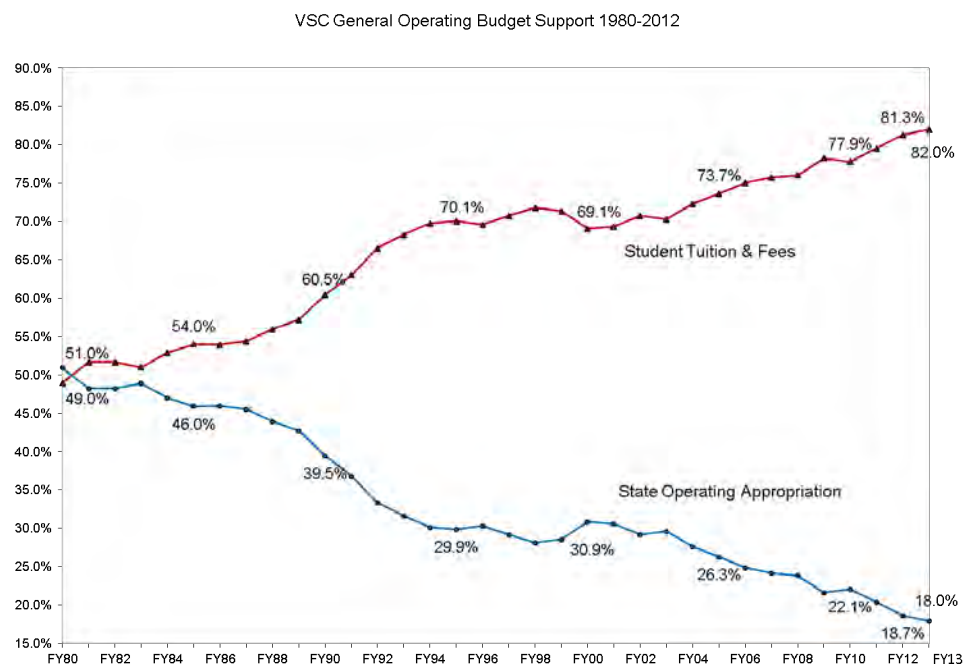
VSC Appropriations	FY2012	FY2013	FY2014
Allied Health General Fund	\$711,096	\$711,096	\$744,591
Allied Health Global Commitment	\$405,407	\$405,407	\$405,407
Allied Health Total	\$1,116,503	\$1,116,503	\$1,149,998

Targeted Appropriations

	FY2012	FY2013	FY2014
VSC-Capital	\$1,800,000	\$1,800,000	\$1,400,000
VMEC	\$427,898	\$427,898	\$427,898
VIT-Operating	\$785,679	\$785,679	\$809,249
VIT-Capital	\$299,241	\$299,241	\$288,000
Dual Enrollment	\$400,000	\$400,000	\$800,000
Next Generation Scholarships	\$500,000	\$500,000	\$0

Higher education appropriations in Vermont per FTE continue to rank either last or second to last in the country by a substantial margin. In FY2012, the state of Vermont provided \$2,512 per FTE (FY2011 was \$2,645), compared to New Hampshire's FY2011 appropriation of \$1,583 (FY2011 was \$2,726). In FY2012, New York provided \$7,542 per FTE and Massachusetts provided \$4,712 per FTE. The top five states, per FTE in FY2012: Wyoming - \$14,105; Alaska - \$11,909; North Carolina - \$8,735; Illinois - \$8,854; Texas - \$7,938. (*Source: SHEEO, State Higher Education Finance Report, FY 2012*).

The graph below tracks VSC revenue streams over thirty-years.



It is worth noting that in 1980, the state operating appropriation contributed more than tuition and fees. The current mix is more than \$4 of tuition and fees to \$1 of state appropriation. The lack of state funding puts a significant amount of pressure on the VSC mission of maintaining affordability through low levels of tuitions and fees. These five colleges are the access institutions for many Vermonters. Eighty four (84%) of all VSC students are Vermonters and Fifty-five (55%) of the Vermont students enrolled in the VSC are the first in their families to attend college.

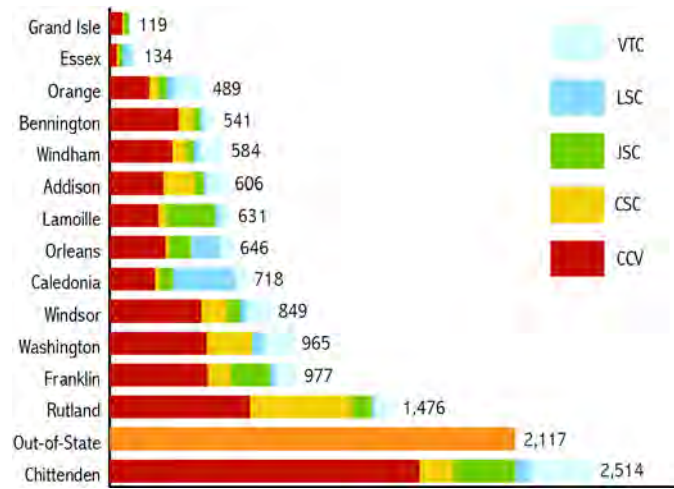
Operating and capital funding levels continue to put our colleges at a competitive disadvantage with regards to facilities, building maintenance and academic equipment purchases.

Despite these challenges, the colleges continue to have an impact in every region of our state. During 2012, the VSC served 9,685 full time equivalent students.

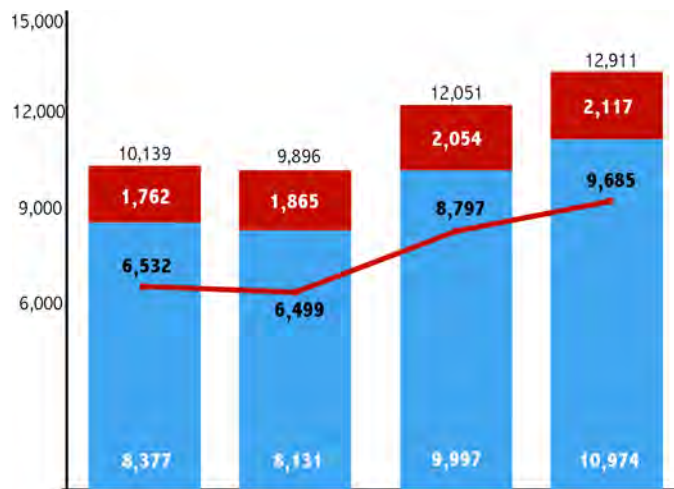
In spite of the financial challenges faced by the VSC we remain highly cognizant and sensitive to the burden of tuition and fees on our students. We strive to keep our increases to a minimum. The Vermont State Colleges continue to be the most affordable colleges in Vermont.

We are entering the fifth year of a significant reduction in the number of high school graduates in Vermont. Our extensive work with high schools, dual enrollment, the PreK-16 continuum should contribute to an increase in college continuation rates in Vermont and increased affiliation with the state colleges. For the past few years approximately 700 high school students participated in our dual enrollment program. The guidance counselor perception of quality at the VSC is high.

VSC Enrollment by County of Residence, Fall 2012



VSC Fall Enrollment



Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
CCV

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	24,516,872	4.00%	980,675	(997,318)	24,500,229
(Less Scholarship Allowance)	416,000	3.00%	12,480	0	428,480
410 Net Tuition and Fees:	24,100,872		968,195	(997,318)	24,071,749
420 Federal Grants and Contracts	12,649	0.00%	0	0	12,649
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	70,000	0.00%	0	0	70,000
480 Auxiliary Enterprises	0	0.00%	0	0	0
490 Other Operating Revenue	52,508	3.00%	1,575	(29,083)	25,000
TOTAL OPERATING REVENUE	24,236,029		969,770	(1,026,401)	24,179,398
EXPENSES					
Operating Expenses					
510 Salaries and Wages	16,498,785	actual	329,976	(843,252)	15,985,509
Employee Benefits - Group Insurance	2,508,870	6.10%	153,041	(174,473)	2,487,438
Employee Benefits - GASB 45	787,367	actual	0	(268,429)	518,938
Payment to Trust Fund for GASB 45 Benefits	230,133	actual	0	252,894	483,027
520 Employee Benefits - All Other	2,617,940	3.00%	78,538	(80,735)	2,615,743
530 Scholarships and Fellowships	74,984	3.00%	2,250	238,643	315,877
540 Supplies and Other Services	3,749,129	2.00%	74,983	111,865	3,935,977
Travel	230,000	4.00%	9,200	(9,200)	230,000
Equipment	195,052	2.00%	3,901	(3,901)	195,052
Library Acquisitions	0	2.00%	0	0	0
550 Utilities	207,900	10.00%	20,790	71,310	300,000
Transfers	0	actual	0	0	0
910 Inter-Entity	2,882,191	actual	0	(64,763)	2,817,428
920 Intra-Entity	(215,002)	actual	0	(1,673)	(216,675)
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	29,767,349		672,678	(771,714)	29,668,313
Operating Income (Loss)	(5,531,320)		297,092	(254,687)	(5,488,915)
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	4,535,870	0.00%	0	238,643	4,774,513
720 Gifts	30,000	0.00%	0	0	30,000
730 Investment Income (Net of Expense)	178,092	0.00%	0	(12,628)	165,464
740 Interest Expenses on Capital Debt	0	0.00%	0	0	0
770 Other Non-Operating Revenues	0	0.00%	0	0	0
Net Non-Operating Revenues	4,743,962		0	226,015	4,969,977
Income before Other Rev, Exp, Gains, Losses	(787,358)		297,092	(28,672)	(518,938)
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assets	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(787,358)		297,092	(28,672)	(518,938)
Increase (Decrease) in GASB 45 Liability	787,367		0	(268,429)	518,938
TOTAL	9		297,092	(297,101)	0

Community College of Vermont
FY 2014 Budget Submission
Explanation of College Adjustments

OPERATING REVENUES:

Sales and Service: Net tuition and Fees is adjusted to reflect a similar enrollment projection as FY 2013.

OPERATING EXPENSES:

Salaries and Wages: A 2% increase in staff and faculty salaries is reflected. Adjustments reflect retirements of long time CCV staff, hiring of new staff members, position adjustments and adjusting projected faculty hires to reflect projected class needs.

Employee Benefits - Group Insurance: Based upon actual participation that changes from year to year and employee to employee and reflective of current positions.

Employee Benefits - Other: Based upon actual predicted costs that are slightly less budgeted 2013.

Supplies and Services: Adjustment primarily due to decrease in lease costs and transfer of budget line to debt service, increased cost of maintenance of larger facilities and adjustment in reserve for bad debt.

Travel: Travel is predicted to remain stable and not increase at the assumed rate.

Equipment: Equipment needs are not predicted to increase by the assumed rate.

Utilities: Utilities adjusted to reflect increase in cost as well as reflective of new facilities.

Inter-Entity: Increase in this area is primarily due to an increase in debt expense for owned facilities. Increases also include increased contribution to Library and Office of the Chancellor and decreased assumption of tuition transfers from other VSC.

Inter-Entity: Projected to remain close to 2013 budget.

State Appropriation: FY2014 operating appropriation was increased \$238,643 over the FY2013 base. \$138,643 was added to the base to be dedicated for financial aid for Vermont students. \$100,000 was added to the base for Next Generation Scholarships. These scholarships were previously included in grants and were not part of the appropriation base.

Interest: Projected interest income estimated to be below 2013 level.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
CSC

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget	
REVENUES						
Operating Revenues						
	Tuition and Fees (Gross)	29,028,298	4.00%	1,161,132	(304,642)	29,884,788
	(Less Scholarship Allowance)	190,000	3.00%	5,700	24,300	220,000
410	Net Tuition and Fees:	28,838,298		1,155,432	(328,942)	29,664,788
420	Federal Grants and Contracts	0	0.00%	0	0	0
430	State and Local Grants and Contracts	0	0.00%	0	0	0
440	Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450	Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460	Interest on Student Loans Receivable	0	0.00%	0	0	0
470	Sales and Services	775,000	3.00%	23,250	31,750	830,000
480	Auxiliary Enterprises	10,033,242	4.00%	401,330	(26,348)	10,408,224
490	Other Operating Revenue	174,000	3.00%	5,220	(1,720)	177,500
	TOTAL OPERATING REVENUE	39,820,540		1,585,232	(325,260)	41,080,512
EXPENSES						
Operating Expenses						
510	Salaries and Wages	18,091,154	actual	384,355	(70,670)	18,404,839
	Employee Benefits - Group Insurance	4,894,972	6.10%	298,593	(147,320)	5,046,245
	Employee Benefits - GASB 45	1,810,779	actual	0	(342,262)	1,468,517
	Payment to Trust Fund for GASB 45 Benefits	241,160	actual	0	323,420	564,580
520	Employee Benefits - All Other	4,401,656	3.00%	132,050	(317,602)	4,216,104
530	Scholarships and Fellowships	729,280	3.00%	21,878	869,409	1,620,567
540	Supplies and Other Services	7,733,887	2.00%	154,678	280,688	8,169,253
	Travel	429,631	4.00%	17,185	0	446,816
	Equipment	450,883	2.00%	9,018	0	459,901
	Library Acquisitions	403,950	2.00%	8,079	3,021	415,050
550	Utilities	2,159,804	10.00%	215,980	(201,466)	2,174,318
	Transfers	0	actual	0	0	0
910	Inter-Entity	5,954,703	actual	0	(555,344)	5,399,359
920	Intra-Entity	(384,916)	actual	0	81,001	(303,915)
560	Depreciation	0	actual	0	0	0
	TOTAL OPERATING EXPENSES	46,916,943		1,241,816	(77,125)	48,081,634
	Operating Income (Loss)	(7,096,403)		343,415	(248,135)	(7,001,123)
NON-OPERATING REVENUES (EXPENSES)						
710	State Appropriation	4,535,870	0.00%	0	238,643	4,774,513
720	Gifts	415,000	0.00%	0	20,000	435,000
730	Investment Income (Net of Expense)	334,763	0.00%	0	(11,670)	323,093
740	Interest Expenses on Capital Debt	0	0.00%	0	0	0
770	Other Non-Operating Revenues	0	0.00%	0	0	0
	Net Non-Operating Revenues	5,285,633		0	246,973	5,532,606
	Income before Other Rev, Exp, Gains, Losses	(1,810,770)		343,415	(1,162)	(1,468,517)
760	Capital Appropriations	0	0.00%	0	0	0
760	Capital Grants and Gifts	0	0.00%	0	0	0
750	Additions to Non-Expendable Assets	0	0.00%	0	0	0
	Increase/(Decrease)in Net Assets	(1,810,770)		343,415	(1,162)	(1,468,517)
	Increase (Decrease) in GASB 45 Liability	1,810,779		0	(342,262)	1,468,517
	TOTAL	9		343,415	(343,424)	0

Castleton State College
FY2014 Budget Submission
Explanation of Adjustments

Some of our budget line items do not reflect a straight across the board percentage increase, so adjustments have been made to bring them in line with the actual expectations of the upcoming fiscal year. Explanations of these line item adjustments are listed below:

Operating Revenues

Tuition and Fees- The adjustments incorporate the changes to the Out-of State and Nursing tuition rates with consideration of the new GASB funding plan. Based on the number of new student deposits received by the beginning of May, adjustments to the projected enrollment figures were also integrated.

Allowances- Historic actuals are used to project the amount of funding needed to support our discounted programs.

Sales and Services- There is a slight increase in the Sales and Service line primarily based on the additional expectations in Conferences and Events and our Polling Institute.

Auxiliary- Housing projections are based on the expansion of our footprint with a new dorm coming online last year, which also translates into additional meal revenue. An adjustment is needed based on the increased projected number of students and the corresponding increases in room and meal rates.

Other Operating- The detail in this line is based on historical actuals. An adjustment in this line will reflect anticipated activity in FY14.

Operating Expenses

Salaries and Wages- The increase in this line item is the result of the variety of salary percentage increases for the different bargaining units and the open positions needed for campus operations.

Benefits- Group insurance is based on actual employees and currently open positions. Other benefit increases are for tuition remission, and professional development funds that are based on a combination of projected actual results and percentage increases.

Scholarships- This has been increased to reflect what is projected to be awarded to students this upcoming academic year.

Supplies and Travel- Adjustments to our operational budgets have been made to compensate for resulting budgets in other areas.

Library- This adjustment is based on the projections of increases to operating costs.

Utilities- The adjustment is based on prior year actuals, while also taking into consideration the projected increases in fuel prices, electricity rates and new additional square footage coverage.

Transfers- The adjustment to these lines reflect the net result of scheduled increases in our debt service, and other additional Chancellor's Office chargebacks.

Non-Operating Revenue-

State Appropriation: FY2014 operating appropriation was increased \$238,643 over the FY2013 base. \$138,643 was added to the base to be dedicated for financial aid for Vermont students. \$100,000 was added to the base for Next Generation Scholarships. These scholarships were previously included in grants and were not part of the appropriation base.

Gifts- Based on actual results during fiscal year 2013, Development has increased gift projections to reflect anticipated results.

Investment Income- This adjustment is based on projections provided by the Chancellor's Office.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
JSC

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	19,588,286	4.00%	783,531	(1,560,029)	18,811,788
(Less Scholarship Allowance)	848,334	3.00%	25,450	(139,780)	734,004
410 Net Tuition and Fees:	18,739,952		758,081	(1,420,249)	18,077,784
420 Federal Grants and Contracts	0	0.00%	0	0	0
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	472,540	3.00%	14,176	(102,236)	384,480
480 Auxiliary Enterprises	5,072,704	4.00%	202,908	(288,368)	4,987,244
490 Other Operating Revenue	177,616	3.00%	5,328	(15,204)	167,740
TOTAL OPERATING REVENUE	24,462,812		980,494	(1,826,057)	23,617,249
EXPENSES					
Operating Expenses					
510 Salaries and Wages	12,205,326	actual	260,211	(576,992)	11,888,545
Employee Benefits - Group Insurance	3,390,498	6.10%	206,820	(387,803)	3,209,515
Employee Benefits - GASB 45	1,230,861	actual	0	(306,813)	924,048
Payment to Trust Fund for GASB 45 Benefits	162,790	actual	0	189,436	352,226
520 Employee Benefits - All Other	2,701,926	3.00%	81,058	(184,086)	2,598,898
530 Scholarships and Fellowships	1,033,662	3.00%	31,010	498,917	1,563,589
540 Supplies and Other Services	4,161,507	2.00%	83,230	(353,255)	3,891,482
Travel	271,338	4.00%	10,854	(10,854)	271,338
Equipment	266,259	2.00%	5,325	(50,553)	221,031
Library Acquisitions	98,225	2.00%	1,965	70,649	170,839
550 Utilities	1,810,695	10.00%	181,070	(484,440)	1,507,325
Transfers	0	actual	0	0	0
910 Inter-Entity	3,726,684	actual	0	(182,600)	3,544,084
920 Intra-Entity	(542,442)	actual	0	0	(542,442)
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	30,517,329		861,542	(1,778,394)	29,600,477
Operating Income (Loss)	(6,054,517)		118,952	(47,663)	(5,983,228)
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	4,535,870	0.00%	0	238,643	4,774,513
720 Gifts	25,000	0.00%	0	(25,000)	0
730 Investment Income (Net of Expense)	262,795	0.00%	0	21,872	284,667
740 Interest Expenses on Capital Debt	0	0.00%	0	0	0
770 Other Non-Operating Revenues	0	0.00%	0	0	0
Net Non-Operating Revenues	4,823,665		0	235,515	5,059,180
Income before Other Rev, Exp, Gains, Losses	(1,230,852)		118,952	187,852	(924,048)
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assets	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(1,230,852)		118,952	187,852	(924,048)
Increase (Decrease) in GASB 45 Liability	1,230,861		0	(306,813)	924,048
TOTAL	9		118,952	(118,961)	0



FY2014 College Adjustments Narrative

REVENUES

1. Net Tuition and Fees (1,420k)

This reduction reflects an adjustment in tuition and fee revenue based on actual performance during FY13. In addition, we are projecting cautiously and, therefore, anticipating a 13 FPE reduction in undergraduate students due largely to smaller incoming classes during the previous two fiscal years. While out-of-state and NEBHE admissions data appear softer than we would like, current admissions projections point toward significant increases in in-state deposits for the fall semester.

2. Sales and Services (102k)

This reduction reflects an adjustment in sales and service revenue based on actual performance during FY13.

3. Auxiliary Enterprises (288k)

This reduction reflects an adjustment in room and board revenue based on actual performance during FY13. In addition, due to a larger incoming first year class the college is expecting approximately seven more residential students this year.

EXPENSES

1. Wages and Benefits (1,149k)

This reduction reflects an adjustment in wage and benefit expenses based on actual performance during FY13. Additional wage reductions reflect the retirement of long-term employees, holding open vacant positions where possible, and tight management of part-time faculty budgets. Further benefit reductions were made based on actual participation and thus reflect a lower than budgeted increase.

2. Payment to Trust Fund for GASB 45 +189k

This adjustment reflects the board-required step up in contribution from 1% to 2% of net tuition to the GASB 45 trust fund.

3. Scholarships and Fellowships +396k

This adjustment reflects an increased commitment in funds for merit based financial assistance to Vermonters as well as year three of the college's success scholarship for out-of-state students.

4. Supplies and Other Services (353k)

This reduction reflects an adjustment in supplies and other services expense based on actual performance during FY13. In addition, a reduction in departmental budgets has been distributed across the board to the majority of college departments. The college will be seeking ways to consolidate and reduce this spending throughout the fiscal year.

5. Utilities (484k)

This reduction reflects an adjustment in utilities expense based on actual performance during FY13. In addition, the college was able to lock in on a fuel oil rate that was approximately 4% lower than FY13. This coupled with anticipated increases in other utilities reflects an overall increase of approximately 1% year over year.

6. Inter Entity Transfers (183k)

Refinancing of 1993/2003 bonds resulted in lower debt service for FY14 than FY13. This coupled with increases in actual rates for chancellor's office and CCV services has resulted in a modest decrease in this line.

NON-OPERATING REVENUES**1. State Appropriation +239k**

Reflects a 3% increase in state appropriation based on the Governor's recommendation. This increase has been off-set by new expenditures for financial aid for Vermont residents. \$100,000 was added to the base for Next Generation Scholarships. These scholarships were previously included in grants and were not part of the appropriation base.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
LSC

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	20,426,661	4.00%	817,066	(668,000)	20,575,727
(Less Scholarship Allowance)	2,069,752	3.00%	62,093	86,000	2,217,845
410 Net Tuition and Fees:	18,356,909		754,974	(754,000)	18,357,883
420 Federal Grants and Contracts	0	0.00%	0	0	0
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	721,630	3.00%	21,649	(40,000)	703,279
480 Auxiliary Enterprises	5,708,894	4.00%	228,356	(44,000)	5,893,250
490 Other Operating Revenue	158,561	3.00%	4,757	(50,000)	113,318
TOTAL OPERATING REVENUE	24,945,994		1,009,735	(888,000)	25,067,729
EXPENSES					
Operating Expenses					
510 Salaries and Wages	11,054,256	actual	236,004	(179,114)	11,111,146
Employee Benefits - Group Insurance	3,519,782	6.10%	214,707	(36,000)	3,698,489
Employee Benefits - GASB 45	987,555	actual	0	(180,129)	807,426
Payment to Trust Fund for GASB 45 Benefits	150,704	actual	0	211,077	361,781
520 Employee Benefits - All Other	2,682,780	3.00%	80,483	(127,000)	2,636,263
530 Scholarships and Fellowships	1,480,485	3.00%	44,415	193,580	1,718,480
540 Supplies and Other Services	4,933,519	2.00%	98,670	0	5,032,189
Travel	535,988	4.00%	21,440	0	557,428
Equipment	372,468	2.00%	7,449	127,714	507,631
Library Acquisitions	192,450	2.00%	3,849	(15,000)	181,299
550 Utilities	1,656,504	10.00%	165,650	(208,000)	1,614,154
Transfers	0	actual	0	0	0
910 Inter-Entity	3,577,947	actual	0	(432,239)	3,145,708
920 Intra-Entity	(307,440)	actual	0	0	(307,440)
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	30,836,998		872,667	(645,111)	31,064,554
Operating Income (Loss)	(5,891,004)		137,068	(242,889)	(5,996,825)
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	4,535,870	0.00%	0	238,643	4,774,513
720 Gifts	151,000	0.00%	0	10,530	161,530
730 Investment Income (Net of Expense)	216,592	0.00%	0	36,764	253,356
740 Interest Expenses on Capital Debt	0	0.00%	0	0	0
770 Other Non-Operating Revenues	0	0.00%	0	0	0
Net Non-Operating Revenues	4,903,462		0	285,937	5,189,399
Income before Other Rev, Exp, Gains, Losses	(987,542)		137,068	43,048	(807,426)
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assets	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(987,542)		137,068	43,048	(807,426)
Increase (Decrease) in GASB 45 Liability	987,555		0	(180,129)	807,426
TOTAL	13		137,068	(137,081)	0

Lyndon State College**FY 2014 Operating Budget****“College adjustments” narrative****REVENUES**

1. Net tuition and fees - (-\$754,000)
 - Net tuition and fee revenue is budgeted at the same level as FY2013. The tuition rate increase of 4% is expected to be offset by a shift from non-Vermont to Vermont students. Total enrollment for FY2014 is budgeted at approximately the same level as the actual FY2013 actual enrollment.
2. Gifts – (+\$6,000)
 - Total annual gifts are expected to increase by at least \$10,000. The adjustment is to bring the total amount of annual increase to that level.
3. Investment Income – (+\$36,674)
 - VSC interest earnings on the colleges’ pooled cash and investments are allocated to the colleges based on a pro-rata basis. Lyndon’s share of the pooled earnings will increase in FY2014 under the formula.

EXPENSES

1. Salaries and Wages – (-\$179,114)
 - The major factor in the budgeted reduction in salaries and wages is the decline in expense for faculty early retirement benefits. As early retirees reach age 65 they no longer receive the early retirement payments. This expense will decline by approximately \$90,000 in FY2014.
 - Two staff positions that will be open due to a retirement and a resignation will not be filled in FY2014, saving approximately \$70,000 in salary expense.
2. Employee benefits – group insurance - (-\$36,000)
 - The reduction in the budget reflects an adjustment to the projected FY2013 actual expense. Changes in the employee census (single coverage vs. family coverage, for example) have also resulted in savings.
3. Other Benefits – (-\$127,000)
 - Lyndon has experienced lower than expected expenses in unemployment coverage and workers compensation insurance. These two items will be reduced by a combined \$56,000 from the FY2013 budget.
 - Costs in several other categories of employee fringe benefit expenses have increased at rates lower than those anticipated in earlier budget. This adjustment re-aligns the budgets with actual levels of expense.
4. Scholarships and fellowships – (+\$91,000)

- The adjustment reflects an increased commitment of funds to need-based student financial assistance and the use of institutional financial aid recruitment and retention process.
5. Equipment (capital) – (+\$` 127,000)
 - Lyndon is increasing its budgeted expenditures for capital items utilizing “one-time” funds available in the FY2014 budget.
 6. Utilities - (-\$208,000)
 - Ongoing efforts to reduce energy consumption, primarily fuel oil and electricity, have resulted in a substantial reduction in cost. As the VSC has budgeted double-digit budget increases in this expense category for several years, the budget has grown faster than the actual cost of energy consumed. This adjustment reflects a correction of this trend. Also, fuel oil prices have moderated allowing the college to enter into a purchase contract for FY2014 at approximately the same price as FY2013.
 7. Inter-entity transfers – (\$-432,242)
 - Bond debt service payments will decline in FY2014 due to a recently completed bond refinancing.

NON OPERATING

1. State Appropriation – (\$238,643)
 - FY2014 operating appropriation was increased \$238,643 over the FY2013 base. \$138,643 was added to the base to be dedicated for financial aid for Vermont students. \$100,000 was added to the base for Next Generation Scholarships. These scholarships were previously included in grants and were not part of the appropriation base.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
VTC

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	16,781,800	4.00%	671,272	(70,372)	17,382,700
(Less Scholarship Allowance)	789,000	3.00%	23,670	69,830	882,500
410 Net Tuition and Fees:	15,992,800		647,602	(140,202)	16,500,200
420 Federal Grants and Contracts	0	0.00%	0	0	0
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	1,380,700	3.00%	41,421	(198,134)	1,223,987
480 Auxiliary Enterprises	4,655,800	4.00%	186,232	(458,232)	4,383,800
490 Other Operating Revenue	280,971	3.00%	8,429	(63,350)	226,050
TOTAL OPERATING REVENUE	22,310,271		883,684	(859,918)	22,334,037
EXPENSES					
Operating Expenses					
510 Salaries and Wages	11,288,200	actual	238,488	(79,788)	11,446,900
Employee Benefits - Group Insurance	3,524,700	6.10%	215,007	(18,516)	3,721,191
Employee Benefits - GASB 45	1,637,452	actual	0	(493,169)	1,144,283
Payment to Trust Fund for GASB 45 Benefits	143,500	actual	0	164,786	308,286
520 Employee Benefits - All Other	2,679,500	3.00%	80,385	(32,165)	2,727,720
530 Scholarships and Fellowships	613,500	3.00%	18,405	(85,825)	546,080
540 Supplies and Other Services	5,153,533	2.00%	103,071	395,923	5,652,527
Travel	342,300	4.00%	13,692	(105,262)	250,730
Equipment	222,300	2.00%	4,446	(51,446)	175,300
Library Acquisitions	276,000	2.00%	5,520	(5,520)	276,000
550 Utilities	1,389,600	10.00%	138,960	(51,260)	1,477,300
Transfers	0	actual	0	0	0
910 Inter-Entity	1,507,600	actual	0	251,357	1,758,957
920 Intra-Entity	55,999	actual	0	(99,999)	(44,000)
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	28,834,184		817,973	(210,884)	29,441,273
Operating Income (Loss)	(6,523,913)		65,711	(649,034)	(7,107,236)
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	4,535,870	0.00%	0	238,643	4,774,513
720 Gifts	125,000	0.00%	0	(73,000)	52,000
730 Investment Income (Net of Expense)	225,600	0.00%	0	(63,930)	161,670
740 Interest Expenses on Capital Debt	0	0.00%	0	0	0
770 Other Non-Operating Revenues	0	0.00%	0	0	0
VSC Line of Credit	0	0.00%	0	974,770	974,770
Net Non-Operating Revenues	4,866,470		0	1,076,483	5,962,953
Income before Other Rev, Exp, Gains, Losses	(1,637,443)		65,711	427,449	(1,144,283)
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assests	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(1,637,443)		65,711	427,449	(1,144,283)
Increase (Decrease) in GASB 45 Liability	1,637,452		0	(493,169)	1,144,283
TOTAL	9		65,711	(65,720)	0

Vermont Technical College
FY2014 Budget Narrative

Explanation of College Adjustment column:

REVENUES

1. Net Tuition and Fees

The FY'14 budget is based upon lower FPE from the FY'13 budget. This decrease is offset by tuition increases and a net increase in out-of-state students, including international, versus in-state students. Increase is also associated with higher flight fee income (cost shown below in Supplies and Other Services).

2. Sales and Services

Sales and Services are expected to decline due primarily to changes made at the farm (less forage income from release of incubator) and Shape memberships offset partially by an increase in contract income.

3. Auxiliary Enterprises

Room and board income is based upon FY 2013 actuals which came in below projections.

4. Other Operating Revenue

Declines based mostly upon loss of rental income at Enterprise Center.

EXPENSES

1. Salaries and Wages

Increase based upon 2% wage increases offset somewhat by positions that will not be filled immediately.

2. Employee Benefits – Group Insurance

Increase based upon expected 4.8% increase plus retirees plus movement of part time positions to full time.

3. Employee Benefits – All Other

Small increase due to wage increases.

4. Scholarships and Fellowships

Decrease is a result of FY 2013 actual plus movement of some scholarship expense to NAH.

5. Supplies and other Services

FY 2014 expenses include 20% reductions in many areas. Increase is primarily a function of flight fees that are paid to the Vermont Flight Academy. Flight fees are a pass-through.

6. Travel
Decrease in anticipated expenditures primarily a function of 20% required cost reductions.
7. Equipment
The College has reduced the equipment budget. Some equipment purchases will be made with quasi-endowment funds.
8. Library acquisitions
Budgeting at the FY13 level.
9. Utilities
The college is budgeting a small increase due to energy savings projects put in place during FY 2013.
10. Transfers – Inter-Entity
The net increases here are spread fairly evenly between system chargebacks, debt service, and other inter-entity charges.
11. Transfers – Intra Entity
Improvement primarily a result of indirect cost recovery from the TAACCCT grant.

NON-OPERATING REVENUES (EXPENSES)

1. State Appropriation
State Appropriation: FY2014 operating appropriation was increased \$238,643 over the FY2013 base. \$138,643 was added to the base to be dedicated for financial aid for Vermont students. \$100,000 was added to the base for Next Generation Scholarships. These scholarships were previously included in grants and were not part of the appropriation base.
2. Gifts
FY13 unrestricted gift income was optimistic. We are now in line with actual results and realistic expectations.
3. Investment Income (Net of Expense)
We will have less to invest so income will go down plus rates have declined.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
OC

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	0	0.00%	0	0	0
(Less Scholarship Allowance)	0	0.00%	0	0	0
410 Net Tuition and Fees:	0		0	0	0
420 Federal Grants and Contracts	0	0.00%	0	0	0
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	0	0.00%	0	0	0
480 Auxiliary Enterprises	0	0.00%	0	0	0
490 Other Operating Revenue	0	0.00%	0	0	0
TOTAL OPERATING REVENUE	0		0	0	0
EXPENSES					
Operating Expenses					
510 Salaries and Wages	2,187,905	actual	43,758	3,526	2,235,189
Employee Benefits - Group Insurance	514,161	6.10%	31,364	20,082	565,607
Employee Benefits - GASB 45	199,046	actual	0	0	199,046
Payment to Trust Fund for GASB 45 Benefits	0	actual	0	0	0
520 Employee Benefits - All Other	241,966	3.00%	7,259	2,033	251,258
530 Scholarships and Fellowships	0	3.00%	0	0	0
540 Supplies and Other Services	3,025,900	2.00%	60,518	111,759	3,198,177
Travel	58,193	4.00%	2,328	(5,828)	54,693
Equipment	69,038	2.00%	1,381	(4,805)	65,614
Library Acquisitions	0	2.00%	0	0	0
550 Utilities	0	10.00%	0	0	0
Transfers	0	actual	0	0	0
910 Inter-Entity	(12,533,215)	actual	0	383,868	(12,149,347)
920 Intra-Entity	0	actual	0	0	0
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	(6,237,006)		146,607	510,635	(5,579,764)
Operating Income (Loss)	6,237,006		(146,607)	(510,635)	5,579,764
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	0	0.00%	0	0	0
720 Gifts	0	0.00%	0	0	0
730 Investment Income (Net of Expense)	0	0.00%	0	0	0
740 Interest Expenses on Capital Debt	(6,436,052)	0.00%	0	657,242	(5,778,810)
770 Other Non-Operating Revenues	0	0.00%	0	0	0
Net Non-Operating Revenues	(6,436,052)		0	657,242	(5,778,810)
Income before Other Rev, Exp, Gains, Losses	(199,046)		(146,607)	146,607	(199,046)
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assests	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(199,046)		(146,607)	146,607	(199,046)
Increase (Decrease) in GASB 45 Liability	199,046		0	0	199,046
TOTAL	0		(146,607)	146,607	(0)

Office of the Chancellor
FY2014 Budget Narrative

EXPENSES

Salaries and Wages

OC staff received a 2% increase.

Employee Benefits

Two staff members changed their plan status to family.

Supplies and Other Services

This line increased year over year primarily due to software maintenance costs, costs associated with the new data center, and increasing the internet pipeline.

Travel

No significant change.

Equipment

No significant change.

Inter-Entity Transfer

This increase reflects the change of expense activity flowing through the OC books for the colleges.

Interest Expenses on Capital Debt

This is the first year savings of refinancing the 2003 bond.

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTIONFY2014 VSC Budget

WHEREAS, The Finance & Facilities Committee of the Board of Trustees has reviewed the FY2014 budget information presented for the Vermont State Colleges, has discussed individual aspects of the proposals with institutional representatives, and endorses approval by the full Board; therefore, be it

RESOLVED, That the Board of Trustees of the Vermont State Colleges hereby approves the pre-GASB 45 FY2014 balanced Operating Budget of \$162,276,487 and the post-GASB 45 decrease in net assets of \$5,062,258. These budgets are consistent with the attached material and subject to final determination of fund balances available at June 30, 2013, and with the use of available carry-over funds to be approved at a later date.

May 23, 2013

b. Nursing & Allied Health Program

The Nursing & Allied Health Program comprises the nursing program, dental hygiene, pharmacy technology, and respiratory therapy. Nursing continues to be a dynamic and much sought after program. The Nursing & Allied Health Program shares the same assumptions as the VSC budget.

REVENUES:

Net Tuition and Fees

FY 2014 projected FPE are expected to be below the FY 2013 budget and actual. This is offset somewhat by tuition rate increases.

Other Operating Revenue

The increase is primarily a function of higher Dental Hygiene clinical income.

EXPENSES:

Salaries and Wages

The decrease is a function of the FY 2013 budget being a little high. Additionally, one position will not be filled and replacement hires normally come in at a lower rate.

Employee Benefits – Group Insurance

Benefit costs increased 4.8% plus retirees.

Employee Benefits- GASB-45

Reduction based on current year actual.

Employee Benefits – All Other

Decrease relative to salary and wage adjustments mentioned above.

Scholarships and Fellowships

Increase reflects reallocation from VTC.

Supplies and other Services

No significant change. Flat is based on 20% cost reductions offset by increased expenses at Bennington.

Travel

Travel costs expected to be flat.

Equipment

Decline is primarily due to fewer equipment purchases in Bennington.

Utilities

Utility expense is higher at Bennington site. We did not have utility expense in Bennington in the past.

Transfers

No significant changes.

Appropriations

Appropriation is expected to be level funded with FY2013.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
N&AHP

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	4,837,600	4.00%	193,504	(287,240)	4,743,864
(Less Scholarship Allowance)	130,000	3.00%	3,900	(6,400)	127,500
410 Net Tuition and Fees:	4,707,600		189,604	(280,840)	4,616,364
420 Federal Grants and Contracts	0	0.00%	0	0	0
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	125,500	3.00%	3,765	35,235	164,500
480 Auxiliary Enterprises	0	4.00%	0	0	0
490 Other Operating Revenue	0	3.00%	0	0	0
TOTAL OPERATING REVENUE	4,833,100		193,369	(245,605)	4,780,864
EXPENSES					
Operating Expenses					
510 Salaries and Wages	2,889,400	actual	58,780	(151,679)	2,796,501
Employee Benefits - Group Insurance	540,300	6.10%	32,958	19,191	592,449
Employee Benefits - GASB 45	105,175	actual	0	(60,902)	44,273
Payment to Trust Fund for GASB 45 Benefits	48,500	actual	0	41,086	89,586
520 Employee Benefits - All Other	682,800	3.00%	20,484	(51,684)	651,600
530 Scholarships and Fellowships	27,000	3.00%	810	40,190	68,000
540 Supplies and Other Services	582,203	2.00%	11,644	(8,109)	585,738
Travel	49,700	4.00%	1,988	(3,088)	48,600
Equipment	71,700	2.00%	1,434	(48,434)	24,700
Library Acquisitions	0	2.00%	0	0	0
550 Utilities	8,000	10.00%	800	8,700	17,500
Transfers	0	actual	0	0	0
910 Inter-Entity	1,050,000	actual	0	(3,812)	1,046,188
920 Intra-Entity	0	actual	0	10,000	10,000
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	6,054,778		128,898	(208,541)	5,975,135
Operating Income (Loss)	(1,221,678)		64,471	(37,064)	(1,194,271)
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	1,116,503	0.00%	0	33,495	1,149,998
720 Gifts	0	0.00%	0	0	0
730 Investment Income (Net of Expense)	0	0.00%	0	0	0
740 Interest Expenses on Capital Debt	0	0.00%	0	0	0
770 Other Non-Operating Revenues	0	0.00%	0	0	0
Net Non-Operating Revenues	1,116,503		0	33,495	1,149,998
Income before Other Rev, Exp, Gains, Losses	(105,175)		64,471	(3,569)	(44,273)
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assets	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(105,175)		64,471	(3,569)	(44,273)
Increase (Decrease) in GASB 45 Liability	105,175		0	(60,902)	44,273
TOTAL	0		64,471	(64,471)	(0)

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

FY2014 Nursing & Allied Health Program

WHEREAS, The Finance & Facilities Committee of the Board of Trustees has reviewed the FY2014 budget information presented for the Vermont State Colleges, has discussed individual aspects of the proposals with institutional representatives, and endorses approval by the full Board, therefore, be it

RESOLVED, That the Board of Trustees of the Vermont State Colleges hereby approves the pre-GASB 45 FY2014 balanced Operating Budget of \$5,975,135 and the post-GASB 45 decrease in net assets of \$44,273. These budgets are consistent with the attached material and subject to final determination of fund balances available at June 30, 2013, and with the use of available carry-over funds to be approved at a later date.

May 23, 2013

c. VIT Budget

VIT will mark its 25-year anniversary in November. Its distance learning and videoconferencing services continue to be well utilized by education, business, government and nonprofits for a wide variety of purposes. Use of VIT's newer technologies, like audio podcasting, streaming video, and mobile videoconferencing are also growing. In addition, the VIT team is working with a number of Vermont organizations to design, install and support their in-house systems. The organization has proven it can respond to the pace of business by expanding capacity and capabilities as needed. VIT's goal is to anticipate and meet Vermont's current and emerging needs.

REVENUES:

Sales and Services:

VIT's FY14 budget assumes a 6% sales and service increase. This will be achieved by implementing a service rate increase and by increasing utilization of VIT's services. VIT restructured staff responsibilities this past year to enable one team member to focus exclusively on outreach and project development. FY14 projected sales income (programming already on the VIT schedule in FY14) is up over 35% compared to last year's projection, indicating that FY14 sales will likely exceed FY13 sales.

State Appropriation:

VIT's operating appropriation was increased by \$23,570 for FY2014. This is great news.

EXPENSES:

This budget assumes a 2% cost of living increase for VIT full-time and part-time staff, who have not had an increase in 3 years due to budgetary constraints. A retiree who just turned 65 reduces VIT's FY14 group insurance cost slightly. VIT has found ways to reduce other expense line items, keeping total expenses at bay. VIT's FY14 budget is a balanced budget that fully funds the FY14 post retirement obligation.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
VIT

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	0	0.00%	0	0	0
(Less Scholarship Allowance)	0	0.00%	0	0	0
410 Net Tuition and Fees:	0		0	0	0
420 Federal Grants and Contracts	0	0.00%	0	0	0
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	330,000	3.00%	9,900	10,100	350,000
480 Auxiliary Enterprises	0	4.00%	0	0	0
490 Other Operating Revenue	0	3.00%	0	0	0
TOTAL OPERATING REVENUE	330,000		9,900	10,100	350,000
EXPENSES					
Operating Expenses					
510 Salaries and Wages	590,000	actual	11,800	(22,830)	578,970
Employee Benefits - Group Insurance	189,405	6.10%	11,554	0	200,959
Employee Benefits - GASB 45	28,300	actual	0	(28,300)	0
Payment to Trust Fund for GASB 45 Benefits	0	actual	0	28,300	28,300
520 Employee Benefits - All Other	130,655	3.00%	3,920	(4,181)	130,394
530 Scholarships and Fellowships	0	3.00%	0	0	0
540 Supplies and Other Services	185,619	2.00%	3,712	12,295	201,626
Travel	20,000	4.00%	800	(1,800)	19,000
Equipment	0	2.00%	0	0	0
Library Acquisitions	0	2.00%	0	0	0
550 Utilities	0	10.00%	0	0	0
Transfers	0	actual	0	0	0
910 Inter-Entity	0	actual	0	0	0
920 Intra-Entity	0	actual	0	0	0
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	1,143,979		31,786	(16,516)	1,159,249
Operating Income (Loss)	(813,979)		(21,886)	26,616	(809,249)
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	785,679	0.00%	0	23,570	809,249
720 Gifts	0	0.00%	0	0	0
730 Investment Income (Net of Expense)	0	0.00%	0	0	0
740 Interest Expenses on Capital Debt	0	0.00%	0	0	0
770 Other Non-Operating Revenues	0	0.00%	0	0	0
Net Non-Operating Revenues	785,679		0	23,570	809,249
Income before Other Rev, Exp, Gains, Losses	(28,300)		(21,886)	50,186	0
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assets	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(28,300)		(21,886)	50,186	0
Increase (Decrease) in GASB 45 Liability	28,300		0	(28,300)	0
TOTAL	0		(21,886)	21,886	0

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTIONFY2014 VIT Budget

WHEREAS, The Finance & Facilities Committee of the Board of Trustees has reviewed the FY2014 budget information presented for the Vermont State Colleges, has discussed individual aspects of the proposals with institutional representatives, and endorses approval by the full Board, therefore, be it

RESOLVED, That the Board of Trustees of the Vermont State Colleges hereby approves the FY2014 balanced Operating Budget of \$1,159,249. These budgets are consistent with the attached material and subject to final determination of fund balances available at June 30, 2013, and with the use of available carry-over funds to be approved at a later date.

May 23, 2013

d. Workforce Development Budget

Workforce Development includes activities of the Vermont Manufacturing Extension Center (VMEC), Technology Extension Division (TED), Small Business Development Center (SBDC), and Vermont Corporate College (VCC).

OPERATING REVENUE:

Sales & Services:

Sales and Services FY14 budget increased slightly from FY13. The increase is the net of:

CEWD is projecting higher sales and services in their non-credit bearing training activities for FY14. (CEWD also anticipates increased activity in their credit-bearing courses which are reflected in the inter-entity transfer line rather than in sales and services.)

The SBDC Ag Tech Assistance contract was not budgeted to continue in FY13 but the contract was renewed in fall 2012 and will continue into FY14. The Lamp Recycling contract ended in FY13 and will not continue.

The VMEC's sub-contract under the defense supply chain initiative has expired.

OPERATING EXPENSES:

Salary/Wage Line thru Transfer Line:

The net decrease in the operating expenditures reflects contract & program changes mention above for CEWD, SBDC, and VMEC combined.

WFD is budgeting \$133,000 towards payment to trust for GASB-45 which reduces the increase in the GASB-45 liability.

NON-OPERATING REVENUES:

The state appropriation is level funded with FY2013.

Statement of Revenues, Expenses and Changes in Net Assets
Draft Unrestricted Budget - FY2014
Workforce Development

5/23/13

	FY2013 Budget	FY2014 % Assumptions	FY2014 \$ Assumptions	College Adjustments	FY2014 Budget
REVENUES					
Operating Revenues					
Tuition and Fees (Gross)	0	0.00%	0	0	0
(Less Scholarship Allowance)	0	0.00%	0	0	0
410 Net Tuition and Fees:	0		0	0	0
420 Federal Grants and Contracts	0	0.00%	0	0	0
430 State and Local Grants and Contracts	0	0.00%	0	0	0
440 Non-Governmental Grants and Contracts	0	0.00%	0	0	0
450 Interest Income (from Accts Receivable)	0	0.00%	0	0	0
460 Interest on Student Loans Receivable	0	0.00%	0	0	0
470 Sales and Services	1,059,343	3.00%	31,780	(29,208)	1,061,915
480 Auxiliary Enterprises	0	4.00%	0	0	0
490 Other Operating Revenue	0	3.00%	0	0	0
TOTAL OPERATING REVENUE	1,059,343		31,780	(29,208)	1,061,915
EXPENSES					
Operating Expenses					
510 Salaries and Wages	630,667	actual	12,613	179,073	822,353
Employee Benefits - Group Insurance	64,446	6.10%	3,931	81,508	149,885
Employee Benefits - GASB 45	279,343	actual	0	(142,258)	137,085
Payment to Trust Fund for GASB 45 Benefits		actual	0	133,000	133,000
520 Employee Benefits - All Other	124,958	3.00%	3,749	25,377	154,084
530 Scholarships and Fellowships	0	3.00%	0	0	0
540 Supplies and Other Services	549,887	2.00%	10,998	(341,881)	219,004
Travel	94,400	4.00%	3,776	(63,326)	34,850
Equipment	9,950	2.00%	199	(4,149)	6,000
Library Acquisitions	0	2.00%	0	0	0
550 Utilities	0	10.00%	0	0	0
Transfers	0	actual	0	0	0
910 Inter-Entity	(363,686)	actual	0	(93,575)	(457,261)
920 Intra-Entity	209,256	actual	0	218,642	427,898
560 Depreciation	0	actual	0	0	0
TOTAL OPERATING EXPENSES	1,599,221		35,266	(7,589)	1,626,898
Operating Income (Loss)	(539,878)		(3,486)	(21,619)	(564,983)
NON-OPERATING REVENUES (EXPENSES)					
710 State Appropriation	427,898	0.00%	0	0	427,898
720 Gifts	0	0.00%	0	0	0
730 Investment Income (Net of Expense)	0	0.00%	0	0	0
740 Interest Expenses on Capital Debt	0	0.00%	0	0	0
770 Other Non-Operating Revenues	0	0.00%	0	0	0
Net Non-Operating Revenues	427,898		0	0	427,898
Income before Other Rev, Exp, Gains, Losses	(111,980)		(3,486)	(21,619)	(137,085)
760 Capital Appropriations	0	0.00%	0	0	0
760 Capital Grants and Gifts	0	0.00%	0	0	0
750 Additions to Non-Expendable Assets	0	0.00%	0	0	0
Increase/(Decrease)in Net Assets	(111,980)		(3,486)	(21,619)	(137,085)
Increase (Decrease) in GASB 45 Liability	279,343		0	(142,258)	137,085
TOTAL	167,363		(3,486)	(163,877)	0

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

FY2014 Workforce Development Budget

WHEREAS, The Finance & Facilities Committee of the Board of Trustees has reviewed the FY2014 budget information presented for the Vermont State Colleges, has discussed individual aspects of the proposals with institutional representatives, and endorses approval by the full Board, therefore, be it

RESOLVED, That the Board of Trustees of the Vermont State Colleges hereby approves the pre-GASB 45 FY2014 balanced Operating Budget of \$1,626,898 and the post-GASB 45 decrease in net assets of \$137,085. These budgets are consistent with the attached material and subject to final determination of fund balances available at June 30, 2013, and with the use of available carry-over funds to be approved at a later date.

7. Approval of Annual Banking and Investment Resolution

The VSC's Banking & Investment Resolution prescribes what financial activities are empowered to the Chancellor and/or Chief Financial Officer on behalf of the System, and what are empowered to the Presidents and/or Deans of Administration on behalf of the individual colleges. Financial institutions with which we deal desire to see such a document endorsed periodically by the Trustees, to assure the Board is currently comfortable with its implications. To accommodate this desire, now presented for review and approval is the ensuing resolution which is unchanged from the one passed by the Board last year.

While resolution wording is in necessary legal language, essentially it: (a) empowers the Chancellor and/or Vice President, Chief Financial Officer to establish bank or other accounts for VSC operations as well as System cash management and investment activities, to secure financing consistent with applicable Board or legislative authority, to pledge collateral as may be necessary for certain financing, and to handle virtually all other aspects relevant to financial matters of the VSC; and (b) empowers college Presidents and/or Deans of Administration to establish bank or other accounts for respective college operations as well as college cash management activities.

The Finance and Facilities Committee recommends the attached resolution to the full Board.

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

Banking and Investment

WHEREAS, The conduct of the business affairs of the Vermont State Colleges and each of its constituent members requires the establishment of banking relations and investment of funds; and

WHEREAS, The selected officials of the Vermont State Colleges should be empowered to conduct banking and investment affairs in keeping with the organization of Vermont State Colleges; therefore, be it

RESOLVED, That the Chancellor and/or Chief Financial Officer are authorized to do the following:

1. Establish accounts with banks and authorized brokers/dealers (safekeeping, trust, checking, savings, money market, time or demand deposit) through which to transact the cash management and investment business of the Vermont State Colleges, and delegate authority for initiation of related wire transfers;
2. Borrow money and obtain credit from banks, authorized brokers/dealers, or other lending agencies in conformity with Board of Trustees approved budgets: and execute and deliver notes, draft acceptances, instruments of guaranty, and any other legal obligations of Vermont State Colleges, therefore, in form satisfactory to the lending agency;
3. Pledge or assign and deliver, as security for money borrowed or credit obtained, stocks, bonds, bills receivable, accounts, mortgages, merchandise, bills of lading or other shipping documents, warehouse receipts, insurance policies, certificates and any other property held by, or belonging to, this corporation, with full authority to endorse, assign, transfer or guarantee the same in the name of this corporation, except as restricted by Vermont Statute;

4. Discount any bills receivable or any paper held by this corporation, with full authority to endorse the same in the name of this corporation;
5. Withdraw from the bank or authorized brokers/dealers and give receipt for, or authorize the bank or authorized brokers/dealers to deliver to bearer or to one or more designated persons, all or any documents and securities or other property held by it, whether held as collateral security or for safekeeping or for any other purpose;
6. Invest funds of Vermont State Colleges in legal investments as established by Board of Trustees policy;
7. Sell or authorize and request the bank or authorized brokers/dealers to purchase or sell, for the account of this corporation, foreign exchange, stocks, bonds, and other securities;
8. Apply for and receive letters of credit, and execute and deliver all necessary or proper documents for that purpose;
9. Execute and deliver all instruments and documents required in connection with any of the foregoing matters, and to affix the seal of this corporation; and, be it further

RESOLVED, That the President and/or Dean of Administration of each college of the Vermont State Colleges (Community College of Vermont, Castleton State College, Johnson State College, Lyndon State College, and Vermont Technical College) are authorized to do the following:

1. Establish bank accounts (safekeeping, trust, checking, savings, money market, time or demand deposit) through which to transact the banking business of the college in which they are officers.

8. Approval of Policy 428 – Capital Construction

The Finance & Facilities Committee discussed revising VSC Policy 428 and how to make the policy more practicable and efficient. The revised policy that incorporates these suggestions is attached. The table below summarizes the revision to the policy.

VSC Policy 428:

- The VSC will periodically report original budgeted construction cost along with projected construction cost
- The college president, or designee, must authorize any construction project cost overruns where those costs exceed the original budget
- Provides a definition of capital construction, pre-approved list and solicit
- Shall maintain records in compliance with VSC document retention policy
Requires the OC and colleges to specify which officials are authorized to enter into construction contracts



Manual of Policy and Procedures

Title	Number	Page
CAPITAL CONSTRUCTION	428	1 of 2
	Date	
		5/23/13

PURPOSE

This policy provides direction to the colleges for capital project management and to ensure that the financial resources allocated to such projects are used in a manner that reflects prudent and responsible management practices. This policy creates an orderly, efficient and coordinated system to plan, budget, and implement capital projects at all VSC institutions.

STATEMENT OF POLICY

This policy applies to all VSC capital construction, renovation and maintenance projects. VSC facilities will be constructed, renovated, and maintained at the highest possible standard within available resources.

The Chancellor shall adopt and update as necessary procedures implementing this policy in a document titled the "VSC Construction Manual." Construction, renovation and maintenance projects shall be accomplished in accordance with this Policy, the VSC Construction Manual, other VSC Policies, and applicable state and federal laws and regulations.

Project Levels

In order to use available construction funds and staff time efficiently and to maintain consistency, all construction projects will be classified into one of three levels of project categories during the initial project review meeting. At this meeting, administrative responsibilities of VSC and college staff will be determined.

Level I projects are those that, at the outset, are estimated to cost less than \$100,000 in total. Level I projects will be organized and administered at each college with purchase orders, invoice review and approval completed by each campus. However, where professional services are involved, contracts will be issued by the Office of the Chancellor. VSC pre-approved vendors should be used to complete these projects.

Competitive bids shall be required for Level I projects with the college soliciting at least three bids from qualified providers unless the Pre-approved vendors list is used.

Level II projects are those that, at the outset, are estimated to cost between \$100,000 and \$250,000 in total. These projects generally involve alterations or renovations of existing

buildings or more complex maintenance projects and will typically require the contracted services design professionals. Contracts for professional services will be issued and administered through the VSC Office of the Chancellor.

All contract invoice payments resulting from Level II projects will be issued from the Office of the Chancellor, with review and approval by the VSC Director of Facilities and the college Dean of Administration, or designee. In the event that professional services are not used, and accordingly no contracts issued, the purchase orders and invoice review and approval will be issued and administered at the campus.

All Level II projects shall be competitively bid with the college soliciting at least three bids from qualified providers.

Level III projects are those that, at the outset, are estimated to exceed \$250,000 in total cost. Level III projects require contracts that will be issued and administered through the VSC Office of the Chancellor. All contract invoice payments resulting from Level III projects will be issued from the Office of the Chancellor, with review and approval by the VSC Director of Facilities and the Dean of Administration, or designee.

All Level III projects shall be competitively bid with the college soliciting at least three bids from qualified providers.

Construction Projects Over Budget

The College President or designee shall authorize in writing any construction project costs that exceed by 10% the budget used at the outset of the project to determine under which level the project would fall.

Exception to Competitive Bidding

Competitive bidding exceptions may be authorized by the VSC Director of Facilities, in consultation with the Chancellor, in cases where competitive bidding is not reasonably practicable. Examples include a project that requires a unique service or product that only one particular vendor provides.

Reporting

The VSC shall report to the Board of Trustees at each regular meeting on the status of each ongoing capital construction project. Such status report shall include notation of the original budgeted costs and the then-current projected project costs.

Definitions:

“Capital Construction” means construction of a new building or buildings or building improvements estimated to have a cost of at least \$25,000 and a twenty-year useful life. The term shall also include site development and improvements to land, construction or improvements to infrastructure, and construction in connection with leased lands or structures.

“Pre-Approved Vendor List” means a current list of service providers and contractors that has been reviewed and approved for work at the VSC. All of the companies on the list have submitted to the VSC packages that contain their company information, references and certificate of liability insurance. The list is found in the VSC Construction Manual.

“Solicit” means to request bids through public advertisement or vendor-specific invitation. The Colleges and the Chancellor’s Office shall maintains records of any such solicitation for the period specified in the VSC Records Retention Policy.

AUTHORITY

The Chancellor’s Office and each College shall, in writing, specify which officials are authorized to enter into contracts in connection with capital construction. All those with such authority on behalf of a College or the VSC shall exercise their authority in full compliance with Policy 429 and the Chancellor’s Standards and Procedures: Contracting for Purchases or Leases of Goods, Services and Equipment.

Signed by:

Timothy J. Donovan
Chancellor

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

Revision of VSC Policy 428:
Capital Construction Policy

- WHEREAS, The VSC Board of Trustees requested that the policy be reviewed with regard to project cost overrun authorization and reporting; and
- WHEREAS, The Council of Presidents has reviewed the policy and revised it appropriately; and
- WHEREAS, The Finance and Facilities Committee reviewed this policy revision and endorses it; therefore, be it
- RESOLVED, That the VSC Board of Trustees revises VSC Policy 428: Capital Construction Policy as attached.

May 23, 2013

10. Approval of Policy 429 – Contracting for Goods and Services

The Finance & Facilities Committee discussed revising VSC Policy 429 and how to make the policy more practicable and efficient. The revised policy that incorporates these suggestions is attached. The table below summarizes the revision to the policy.

VSC Policy 429:

- Changes policy from a “Purchasing Policy” to a “Policy on Contracting for Goods and Services”
- Between \$25,000 and \$100,000 per total transaction must first solicit and document 3 or more bids
- Purchases or leases exceeding \$100,000 per total transaction must use competitive bidding in the form of RFP
- Sole source may be acceptable under very limited circumstances
- Establishes criteria for contract renewals
- Shall maintain records in compliance with VSC document retention policy
Requires the OC and colleges to specify which officials are authorized to enter into construction contracts.



Manual of Policy and Procedures

Title POLICY ON CONTRACTING FOR GOODS AND SERVICES	Number 429	Page 1
	Date 5/23/2013	

PURPOSE

The VSC Policy on Contracting for Goods and Services is designed to allow colleges and other constituent units of the VSC to purchase or lease goods, services and equipment on an open and competitive basis, without preference to any vendor, in order to further the VSC mission of efficient use of financial resources. Contracting decisions will consider not only price but also, among other factors, quality, timing and delivery. The VSC will utilize consolidated purchasing when it would benefit the colleges or the system. In addition, the VSC will endeavor to uphold environmentally responsible and socially conscious purchasing practices.

STATEMENT OF POLICY

This policy includes all contracts for purchases and leases of goods, services and equipment except for real estate transactions already covered in Policy 426, broad-band services spectrum covered in Policy 427 capital construction covered in Policy 428, and retention of legal counsel under Policy 409.

Before a College may enter into a lease or purchase between \$25,000 and \$100,000 per total transaction it must first solicit, and document 3 or more bids from responsible suppliers. For the purposes of this policy, “solicit” means to request bids through public advertisement or vendor-specific invitation. The Colleges and the Chancellor’s Office shall maintain records of any such solicitation for the period specified in the VSC Records Retention Policy. The Chancellor or President may approve in writing a waiver of this requirement where three or more suppliers are not reasonably available or emergency circumstances are present and documented. Purchases or leases exceeding \$100,000 per total transaction require competitive bidding in the form of a Request for Proposals process. Where system-wide contracts for purchase of goods, services or equipment are entered into, the colleges and other constituent units of the VSC shall use that vendor only for items covered under the contract unless an exception is specifically approved by the President or Chancellor or their designees.

Upon approval of the President or designee, or the Chancellor, use of a sole source contract for purchases or leases otherwise subject to solicitation or bid under this policy may be acceptable under very limited circumstances such as where the item to be purchased is available from a single provider, where significant value is added by virtue of a long-term relationship with the provider, or other factors as may be approved by the President. Each sole

source contract must be supported by a Non-Competitive Bid Statement completed on a form developed by the Chancellor.

At each institution, subject to presidential oversight, the Dean of Administration, or designee, is responsible for contracts for purchases and leases under this Policy. Subject to the Chancellor's oversight, the VSC VP of Finance and Administration, or designee, is responsible for purchasing insurances, leases, real estate and system-wide contracts, banking, and financing. Subject to the Chancellor's oversight, the Chief Information Officer, or designee, is responsible for system-wide information technology purchases.

RENEWAL OF CONTRACTS

Contracts may be renewed beyond the original term, including any renewals contained therein, once without resorting to a new solicitation or Request for Proposals process provided however the renewed term does not exceed the original term and in no event may the renewal period exceed three years.

CONFLICT OF INTEREST

In accordance with the applicable VSC Board of Trustees policies on conflict of interest, kickbacks, gifts and other favors from vendors are strictly prohibited.

PROCEDURES

The Chancellor shall adopt standards and procedures governing contracts for purchase and lease of goods, services and equipment and from time to time modify them as necessary.

AUTHORITY

The Chancellor's Office and each College shall, in writing, specify which officials are authorized to enter into contracts for the purchase or lease of goods, services or equipment. All those with such authority on behalf of a College or the VSC shall exercise their authority in full compliance with Policies 428 and 429 and these standards and procedures.

Signed by: Timothy J. Donovan Chancellor

STANDARDS AND PROCEDURES:
CONTRACTING FOR PURCHASES OR LEASES OF GOODS,
SERVICES AND EQUIPMENT

PURPOSE

The following standards and procedures have been approved by the Chancellor pursuant to VSC Purchasing Policy - 429. It is the responsibility of the Business Affairs Council to review and propose to the Chancellor revisions to these standards and procedures periodically. The terms and provisions of these standards and procedures shall be read to be consistent with the terms and provisions of VSC Policy 429. Where there is reference herein to particular job titles, the standards and procedures are not to be construed as being limited to those individuals serving in those specifically-titled positions but rather to those serving in the general capacity of those titled positions, however named.

CONTRACTING STANDARDS AND PROCEDURES

The Chancellor's Office and each College shall, in writing, specify which officials are authorized to enter into contracts for the purchase or lease of goods, services or equipment. All those with such authority on behalf of the College or the VSC will do so in full compliance of VSC Purchasing Policy – 429 and these standards and procedures.

Purchases made and obligations entered into on behalf of the VSC will be made in a manner that supports the mission of the VSC and its colleges, and the efficient use of VSC and college resources.

Potential obligations under this Policy between \$25,000 and \$100,000 in total cost require solicitations of at least three quotations from responsible suppliers. The VSC requires competitive bidding for purchases exceeding \$100,000 per total transaction in the form of a Request for Proposal (RFP) process. The RFP will be issued to a minimum of three potential vendors who have been identified as having the ability to provide the goods, services or equipment at a quality level acceptable to the VSC. In order to create a standardized process for purchases in excess of \$25,000, the VSC shall create a quick reference guide and a purchase summary sheet for use in all such transactions.

Regardless of the amount of the potential obligation, the Chancellor or a President, upon written application with a detailed justification, may waive in writing the above solicitation or RFP procedures in the interests of a College or the VSC as a whole.

Selection of the vendor must take into account price, quality, terms, operating budget of the college or unit, delivery schedule, product availability, and environmental or social impact.

Before a sole-source contract may be issued, the requesting department shall complete a Non-Competitive Bid justifying the need for a sole-source contract. Use of a sole source contract may

be infrequently acceptable, for example, for proprietary items that are only available from a single source or where there is significant added value from a long-term relationship. A sole-source purchase for which competitive bidding would otherwise be required shall be approved in writing by the Dean of Administration or the President of a college or, in the case of a VSC system purchase, the VP for Finance or the Chancellor.

All payments made by the Colleges for goods and services must be supported by appropriate documentation including where appropriate an invoice, a properly authorized Purchase Order and accompanying Receiving/Verification Form, or receipts.

All purchases are exempt from Vermont Sales Tax by use of the Sales Tax Exemption Certificate.

The preferred method of purchase is the Purchasing Card (p-card). When a p-card cannot be used to make purchases in excess of \$2,000, purchases should be made using the Purchase Order Requisition process.

Purchase Approval Limits, subject to available funds, are as follows:

1. Department Chairs, Office Directors, and CCV Site Managers or their authorized designees may approve purchases up to \$2,000. Lower limits may be established by the colleges;
2. Deans, CCV Regional Directors, Facility Directors, and Agency Heads (e.g., VMEC, SBCD, VIT etc.) or their authorized designees may approve purchases up to \$5,000. Lower limits may be established by the colleges;
3. At the VSC system office all purchases in excess of \$5,000 must be approved by the Chancellor or authorized designee. At the colleges all purchases in excess of \$5,000 must be approved by the President or by the Dean of Administration or their authorized designees.
4. OTHER SPECIAL APPROVAL REQUIREMENTS:

Purchase of Chemicals: All purchases of Chemicals for academic departments must be approved in advance by the designated College Chemical Hygiene Officer (CHO) or designee;

Purchase of Information Technology items: All Information Technology hardware and software must be approved in advance by the Chief Technology Officer for the college or VSC or their authorized designee.

All Goods and Services purchased from Federal Grants and/or other Federal sources must adhere to OMB Circular A-110.

Emergency Purchase Authorization

On rare occasion an emergency purchase may be necessary. "Emergency" is defined as any situation involving public health, public safety, or where an immediate purchase is required for repair to College property to prevent or minimize serious disruption in College operations. Although competitive bidding is not required under emergency circumstances, officials making emergency purchases shall adhere to as many established standards and procedures as the circumstances may allow and the purchase shall be approved by the appropriate authority in advance of the emergency purchase where feasible.

Signed by:	Timothy J. Donovan Chancellor
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VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

Revision of VSC Policy 429:
Policy on Contracting for Goods and Services

- WHEREAS, The Council of Presidents has reviewed this policy and made changes where appropriate to make it more efficient and effective; and
- WHEREAS, These changes will allow the colleges to maintain the needed level of control while at the same time relieving some of the administrative burdens that add no value; and
- WHEREAS, The Finance and Facilities Committee reviewed the policy revision and endorses the recommendation of the Council of Presidents; therefore, be it
- RESOLVED, That the VSC Board of Trustees revises VSC Policy 429: Purchasing Policy as attached.

May 23, 2013

10. Approval of JSC Solar Tracker Land Lease

The Finance and Facilities Committee discussed Johnson State College's proposal to explore a lease arrangement of up to 20 years for an on-campus installation of a solar farm not to exceed 150 kWh. The Committee recommends the approval of the attached resolution.



May 6, 2013

Tim Donovan, Chancellor
Vermont State Colleges
PO Box 7
Montpelier, VT 05601

Dear Chancellor Donovan:

Johnson State College has a strong interest in reducing its carbon footprint and exploring ways to depend less on fossil fuels. While the college has made great strides in reducing need for heat by folding in energy management strategies in our building redesigns and upgrades, we continue to light and heat through the use of fossil fuels.

Recently the college has begun exploring the possibility of installing a 150 kWh solar installation on campus. The cost of such a proposal is estimated at between \$500,000 and \$700,000 based on an estimated 11 year payback schedule. Unfortunately, this level of capital investment is not currently within our budget; hence, our interest in considering a partnership with an investment firm experienced in solar installations of the magnitude our campus could support.

The college would like to partner with an investment capital firm to develop and install a solar farm that will produce approximately 150 kWh of electricity annually. Essentially this arrangement would be a lease of up to 20 years with the college receiving a pro-rata portion of the energy surcharge from the local electric utility. At this time it is envisioned that the lease would provide a buy-out at fair market value at several points in the original term of the agreement. While the land is leased to the investment capital company all maintenance and repair would be responsibility of that firm.

Johnson State College respectfully asks the Board for permission to:

Explore a lease arrangement of up to 20 years for an on-campus installation of a solar farm not to exceed 150 kWh contingent upon the approval of the Chancellor of the Vermont State Colleges. Any lease entered into would protect the interests of the Vermont State Colleges including but not limited to financial structure, maintenance of the equipment, ability to use the facilities as teaching tools, progress in reducing our carbon footprint. We further request the board to authorize the college's entering into such a lease, should one emerge following our exploration, after its careful review by the Chancellor and Chief Financial Officer of the Vermont State Colleges.

Sincerely,

A handwritten signature in black ink, appearing to read "Barbara E. Murphy".

Barbara E. Murphy
President

C: Tom Robbins, Vice President and Chief Financial Officer

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTIONJohnson State College Solar Installation on Campus

- WHEREAS, Johnson State College has a strong interest in reducing its carbon footprint and becoming less oil dependent; and
- WHEREAS, Johnson State College has been exploring the possibility of installing solar panels at its campus; and
- WHEREAS, Johnson State College has determined that the capital investment required for such an installation is cost prohibitive; and
- WHEREAS, Johnson State College would like to partner with an investment capital firm to develop and install a solar panel farm at the campus for up to a 20 year land lease; and
- WHEREAS, It will be the intent of Johnson State College to negotiate the leasing of land for the solar panels as well as receive a pro rata share of the money for energy produced by the solar panels; and
- WHEREAS, Johnson State College will negotiate fair market value buy outs at certain points in the lease; and
- WHEREAS, Johnson State College will negotiate that all machinery repair and maintenance will be the responsibility of the investment firm; and
- WHEREAS, Johnson State College will solicit bids through the VSC RFP process; and
- WHEREAS, Johnson State College is requesting that the VSC Board of Trustees give the VSC Chancellor authority to negotiate and enter into a lease if this transaction should transpire before the next VSC Board meeting; therefore, be it
- RESOLVED, That the Vermont State Colleges Board of Trustees hereby gives the VSC Chancellor authority to negotiate and execute a lease for a Johnson State College solar farm within the confines of the assumptions stipulated above.

May 23, 2013

11. Approval of VSC Post-Issuance Compliance Procedures

Following is the adoption resolution for post-issuance compliance procedures. Provision is made on the IRS informational return (8038-G) to indicate if the Issuer (in this case VSC) has adopted permanent procedures to ensure that the proceeds of its debt obligations are not used so as to run afoul of Code Sections 141 and 148, which deal with arbitrage and private activity bonds. We want to be in a position to represent to the IRS that VSC has, in fact, adopted such procedures.

Exhibit A

The following procedures have been adopted by the Issuer, effective as of the date of issue of the Vermont State College \$18,165,000 Revenue Refunding Bonds, Series 2013 (the "Bonds"). These procedures shall be implemented immediately and shall relate to the Bonds and all currently outstanding and future debt obligations and financing leases. These procedures are intended to assist the Issuer in complying with those provisions of the Internal Revenue Code of 1986, as amended (the "Code") relating to (a) the qualified use of proceeds of the Issuers tax-exempt and other tax advantaged bonds and notes and facilities financed by such proceeds; (b) arbitrage yield restrictions and rebate; (c) remediation of the effects of "deliberate action" of the Issuer which results in the disposition, abandonment or other change in use of property financed by the Issuers debt obligation; and (d) the resolution of matters raised in connection with an audit or examination of the Issuers tax-exempt or tax-advantaged obligations. These procedures are intended to furnish guidance in matters of Code compliance, and are subject to revision, modifications and enlargement from time to time.

- (1) The Issuers official or employee possessing the statutory or contractual powers, functions and responsibilities of a Chief Financial Officer shall be responsible for monitoring municipal bond post-issuance compliance (the "Compliance Official").
- (2) The Compliance Official shall review and implement these procedures in the manner necessary to ensure ongoing compliance with the provisions of the Tax Certificate. In this connection such official will become knowledgeable or consult an advisor experienced in post issuance compliance and will review and monitor notices, advice and directives as may be received by the Issuer from its bond counsel, accountants, financial advisors, and governmental sources.
- (3) On or before the first day of June in each year, the Compliance Official shall confirm that all Issuer property financed by the proceeds of the Issuers obligations continues to be used in the same manner as existed when such property was first placed into service. Such confirmation shall be based upon

a visual inspection and representations of the public officials under whose care, custody and control the property is placed.

- (4) For so long as the proceeds of any debt obligation of the Issuer remains unexpended, the Compliance Official shall confirm on the first day of June and the first day of December in each year that such proceeds are deposited or invested for a “temporary period” as established under Section 148 of the Code, and the Regulations thereunder. Following the third anniversary of the issuance of an Issuer obligation, all unexpended proceeds shall be invested so as to generate a yield no greater than the yield on the corresponding obligation.
- (5) The Compliance Officer shall confirm, at least annually while there are unexpended proceeds, that the proceeds of each Issuer obligation shall be expended in such amounts,
at such frequency, and in such intervals to ensure that the Issuer avails itself of one or more arbitrage rebate exception allowed under Section 148 of the Code, and the Regulations promulgated thereunder. Alternatively, if rebate is due, the Compliance Officer will engage a consultant to prepare a report to determine any rebate due.
- (6) With respect to the acquisition and construction of capital improvements financed with the proceeds of the Issuers debt obligations, the Issuer hereby declares that such proceeds shall be allocated to expenditures prior to the expenditure and application of funds from any other public or private source. A final expenditure report accounting for the use of all Issuer debt obligation proceeds and earnings shall be completed no later than 18 months after the project(s) financed by the Issuers debt obligation placed in service.
- (7) In the event there is a change of use, abandonment or disposition of property financed by the proceeds of the Bonds, or any other debt obligation of the Issuer, the Compliance Official shall immediately consult with the Issuers bond counsel and accountants regarding remedial action. The Issuer thereafter shall endeavor to call and redeem all or a portion of outstanding debt obligations, the proceeds of which were expended to finance such property. The proceeds derived from the sale or other disposition of the financed property shall not be commingled with other funds of the Issuer, but shall be used to effect the redemption of obligations, if necessary, the proceeds of which financed such property. Pending redemption as called for in this section, such proceeds shall be invested at a yield no greater than the yield on the obligations to be redeemed.
- (8) The compliance Official shall create and preserve records for the term of the Bonds and any refunding thereof, and other debt obligations of the Issuer, plus three years identifying the proceeds of each issue of the Issuers debt

obligations, the deposit and investment thereof, the income derived from such deposit and investment, the expenditure of such proceeds and investment income (containing at a minimum the date, amount and recipient of each expenditure) and all rate, fee, charge and assessment schedules relating to property financed by the Issuers debt obligations.

- (9) The Compliance Official shall retain all contracts or arrangements with private business users relating to the project(s) finance by the Bonds or other debt obligations of the Issuer.

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTIONVSC Post-Issuance Compliance Procedures

BE IT RESOLVED, that in addition to the record-retention requirements of Section 6001 of the Internal Revenue Code of 1986, as amended (the “Code”), and the Regulations now or hereafter promulgated thereunder, the Vermont State colleges (the Issuer”) hereby adopts and commits to implement the procedures set forth in Exhibit A which are intended to provide the following:

- (a) Assignment of tax-exempt and tax credit bond, if applicable, compliance responsibilities to appropriate departments, officers, or employees.
- (b) Establishment and maintenance of books and records for each issue of obligations of the Issuer.
- (c) Establishment of Code Section 148 compliance procedures for the investment of gross proceeds for each issue of the Issuer’s obligations.
- (d) Maintenance of records relating to all allocations of expenditures of proceeds of each issue of the Issuer’s obligations.
- (e) Periodic monitoring of use of proceeds of each issue of the Issuer’s obligations, the investment and reinvestment of proceeds from the temporary investments thereof and the use of property acquired or financed by the proceeds of such obligations.

Adopted at a meeting of the Board of Trustees of the Vermont State Colleges held on the 23rd day of May, 2013.

ATTEST:

Secretary

12. Grant Proposals: Consent Agenda

Community College of Vermont and Vermont Technical College VTC have submitted the following grant proposals for review to the Finance and Facilities Committee. Documentation for these grants and a suggested resolution for endorsement are attached.

- a. CCV: “VT Department of Labor/Workforce Education Training Fund Training Grant” in the amount of \$164,809 being sought from the Vermont Department of Labor, for the purpose of giving a strong basic career ready skill set to aspiring and underemployed Vermont workers looking to enter manufacturing, healthcare, customer service, and STEM careers.
- b. CCV: “Northern Lights Career Development Center Grant” in the amount of \$350,269 being sought from the VT Department of Health and Human Services/Administration for Children and Families, for the purpose of enhancing childcare opportunities and sustaining and improving the quality of programs for Vermont children.
- c. VTC: “Revision to 2013 SBA Core Funding Grant” in the amount of \$574,667 received from the US Small Business Administration.

Vermont State Colleges Grant Proposal Budget Analysis

Form A & B

College: COMMUNITY COLLEGE OF VERMONT

Grant Title: VT DOL - WET Fund Training Grant

Grant Agency: VERMONT DEPARTMENT OF LABOR

Project Director: Penne Ciaraldi

Purpose of Grant: To give a strong basic career ready skill set to aspiring and underemployed Vermont workers looking to enter Manufacturing, Healthcare, Customer service, and STEM careers.

Grant Period: 1-Jul-13 to 31-Aug-14

Review Period: 1.2 Multi-Yr** / Cumulative Grant Amt: \$164,809
 **(please enter number of years covered)

Proposed Funding	1st Yr		2nd Yr		3rd Yr	
	Grant	College	Grant	College	Grant	College
Direct Costs						
Salaries & Wages	\$ 57,799.00					
Employee Benefits	\$ 18,966.00					
Operations	\$ 52,386.00					
Travel						
Equipment						
Library Acquisitions						
Other	\$ 18,000.00					
Total Direct	\$ 147,151.00	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Costs*	\$ 17,658.00					
Total Budget	\$ 164,809.00	\$ -	\$ -	\$ -	\$ -	\$ -

*(In-Kind & Other costs for space, utilities, maintenance, administrative support, etc.)

What is(are) the sources of College Funding? N/A

What continuing cost obligations does Granting Agency require/expect? None

What Continuing cost obligations does the College intend/see/likely? None

Business Officer Review by: Barbara A. Mark Date: 5/8/13

Programmatic Review by: Krista W. Tabors Date: 5/6/13

Presidential Review by: Joy L. L... Date: 5/3/13

Full required documentation is being submitted, including all appropriate assurances regarding Civil Rights, People with Disabilities, Sex Discrimination, Human Subjects, Laboratory Animals, etc.

Vermont State Colleges Grant Proposal Budget Analysis

Form A & B

College: Community College of Vermont

Grant Title: Northern Lights Career Development Center (NLCDC)

Grant Agency: State of Vermont, DHHS / Administration for Children and Families

Project Director: Nancy Sugarman

Purpose of Grant: To enhance child care opportunities and sustain and improve the quality of programs for Vermont children.

Grant Period: 1-Jul-13 to 30-Jun-14

Review Period: 1 Multi-Yr** / Cumulative Grant Amt: \$ 350,269.00
 **(please enter number of years covered)

Proposed Funding	1st Yr		2nd Yr		3rd Yr	
	Grant	College	Grant	College	Grant	College
<u>Direct Costs</u>	-----	-----	-----	-----	-----	-----
Salaries & Wages	\$ 124,504.00					
Employee Benefits	\$ 65,017.00					
Operations	\$ 125,331.00					
Travel	\$ 4,300.00					
Equipment						
Library Acquisitions						
Other						
Total Direct	\$ 319,152.00	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Indirect Costs*</u>	\$ 31,117.00					
<u>Total Budget</u>	\$ 350,269.00	\$ -	\$ -	\$ -	\$ -	\$ -

*(In-Kind & Other costs for space, utilities, maintenance, administrative support, etc.)

What is(are) the sources of College Funding? N/A

What continuing cost obligations does Granting Agency require/expect? None

What Continuing cost obligations does the College intend/see likely? None

Business Officer Review by: Stubaru A. Mauli Date: 5/15/13

Programmatic Review by: Kristen W. Robinson Date: 5/14/13

Presidential Review by: [Signature] Date: 5/14/13

Full required documentation is being submitted, including all appropriate assurances regarding Civil Rights, People with Disabilities, Sex Discrimination, Human Subjects, Laboratory Animals, etc.

Vermont State Colleges Grant Proposal Budget Analysis

Form A & B

College: Vermont Technical College

Grant Title: Revision 2013 SBA Core Funding Grant

Grant Agency: U.S. Small Business Administration

Project Director: Lenae Quillen-Blume

Purpose of Grant: Business Advising and Training

Grant Period: 10/01/12 to 09/30/13

Review Period: 1 Multi-Yr** / Cumulative Grant Amt:

**(please enter number of years covered)

Proposed Funding	1st Yr		2nd Yr		3rd Yr	
	Grant	College	Grant	College	Grant	College
Direct Costs						
Salaries & Wages	\$ 307,648.00					
Employee Benefits	\$ 157,104.00					
Operations	\$ 12,000.00					
Travel	\$ 41,515.00					
Equipment						
Library Acquisitions						
Other	\$ 6,400.00					
Total Direct	\$ 524,667.00	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Costs*	\$ 50,000.00					
Total Budget	\$ 574,667.00	\$ -	\$ -	\$ -		\$ -

*(In-Kind & Other costs for space, utilities, maintenance, administrative support, etc.)

What is(are) the sources of College Funding? N/A

What continuing cost obligations does Granting Agency require/expect? N/A

What Continuing cost obligations does the College intend/see likely? N/A

Business Officer Review by: *Jeffrey Spidum* Date: 4-26-13

Programmatic Review by: *Lenae Quillen-Blume* Date: 4/25/2013

Presidential Review by: *Philip Conway J.* Date: 4/26/2013

Full required documentation is being submitted, including all appropriate assurances regarding Civil Rights, People with Disabilities, Sex Discrimination, Human Subjects, Laboratory Animals, etc.

VERMONT STATE COLLEGES
BOARD OF TRUSTEES
RESOLUTION

Endorsement of Grant Proposals: Consent Agenda

WHEREAS, Revised VSC Policy 408 provides for a single consent item to jointly endorse any and all new grant proposals for \$150,000 or more that come before the Trustees at a given meeting; therefore, be it

RESOLVED, That the Vermont State Colleges Board of Trustees hereby endorses the following grant proposals titled, in the amount, and from the specific granting entities as indicated:

CCV: "VT Department of Labor/Workforce Education Training Fund Training Grant" in the amount of \$164,809 being sought from the Vermont Department of Labor;

CCV: "Northern Lights Career Development Center Grant" in the amount of \$350,269 being sought from the VT Department of Health and Human Services/Administration for Children and Families; and

VTC: "Revision to 2013 SBA Core Funding Grant" in the amount of \$574,667 received from the US Small Business Administration.

13. Approval of JSC Consolidation of Scholarships
The establishment of the George Tormey Memorial Scholarship Endowment will be requested in the endowment agenda item below.



Office of the President

337 COLLEGE HILL • JOHNSON, VT 05656

May 6, 2013

Tim Donovan, Chancellor
Vermont State Colleges
PO Box 7
Montpelier, VT 05601

Dear Chancellor Donovan:

In 1985, Johnson State College created the Johnson State College Memorial Fund Quasi Endowment (referred to as "College Scholarship" in recent endowment reports) with the purpose of providing student scholarships. This fund consists of the consolidation of several individual funds which provided no restriction over future fund use. Since inception the quasi endowment has grown to \$11,382 through the addition of interest. It should be noted that the original donors have not contributed to any of the consolidated funds since before the creation of this quasi-endowment.

Because the size of the quasi-endowment is small, many years there is not enough interest to provide a reasonable scholarship amount. Therefore, we seek approval to liquidate this quasi endowment and use the proceeds to match donations received from two donors. By matching these gifts the college will have the funds necessary to establish the *George Tormey Memorial Scholarship Endowment*, and will add a substantial sum to the *Don and Sue Collins Scholarship Endowment*.

We further seek approval to establish the *George Tormey Memorial Scholarship Endowment* established by Johnson State College alumnus James "Jeff" Crowley. The George Tormey Memorial Scholarship Endowment will be used to fund an annual scholarship to be awarded to a full-time student with a passion for skiing, with preference given to a student who participates in club racing. There is no GPA requirement. In the case a student meeting these criteria is not available, a student with a passion for Nordic skiing can be chosen.

Sincerely,

A handwritten signature in black ink, appearing to read "Barbara E. Murphy", written over a circular stamp or seal.

Barbara E. Murphy
President

Enclosure: New Funding Source Document for *George Tormey Memorial Scholarship Endowment*.

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTIONJohnson State College Quasi Endowment Liquidation

- WHEREAS, In 1985, Johnson State College created the Johnson State College Memorial Fund Quasi Endowment; and
- WHEREAS, This quasi endowment has a current balance of \$11,382 and no restriction over its future use; and
- WHEREAS, Johnson State College seeks permission to liquidate this quasi endowment and use the proceeds to match donations received from two other donors; and
- WHEREAS, By matching these gifts the college will have the funds needed to establish the George Tormey Memorial Scholarship Endowment and add to the Don and Sue Collins Scholarship Endowment; therefore, be it
- RESOLVED, That the Vermont State Colleges Board of Trustees hereby rescinds all restrictions placed on the Johnson State College Memorial Fund Quasi Endowment; and be it
- RESOLVED, That the Board of Trustees authorizes that these funds be used to establish the George Tormey Memorial Scholarship Endowment and add to the Don and Sue Collins Scholarship Endowment.

May 23, 2013

14. Establishment of Endowment

APPENDIX C

- NEW FUNDING SOURCE DOCUMENT - ENDOWMENTS ONLY

Johnson State College
(College Name)

Submit to Chancellor's Office for all activities based upon a new funding source.
Place copy in front of any applicable master file.

1) Name of endowment: (type in all CAP'S)
GEORGE TORMEY MEMORIAL SCHOLARSHIP ENDOWMENT

2) Granting agency/donor/other funding source: (attach support info)
James F. Crowley, Class of 1978

3) Purpose of endowmen (attach support information)
To fund an annual scholarship for a student who has a passion for skiing, with preference to a student who participates in club racing.

4) Proper accounting fund:
 Regular Endowment Term Endowment

5) General Ledger Activity Code(s): (as proposed or assigned)
033-37049

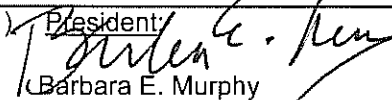
6a) Date Endowment Reach Endowment Status:
May 23, 2013 (to be reached upon dissolution of College Scholarship quasi-endowment)

7) Reporting requirement: (format/to whom/frequency/other)
Annual report to the donor, James Crowley

8a) <u>Funding amount:</u> \$5000 donation plus \$5000 transfer from JSC Scholarship Fund quasi-endowment	8b) <input type="checkbox"/> One-time - OR <input checked="" type="checkbox"/> Ongoing funding (indicate timeframe:) Additional funds to be added from time to time.
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9a) <u>is principal use allowed:</u> NO (w/Board OK?)	9b) <u>If yes, is replenishment of principal allowed or required:</u>
--	---

10) If investment proceeds generated, indicate intended disposition:
 Per Board Approved Spending Procedure
 Fully expend for program as prescribed
 Increase principal for inflation and expend remainder
 Fully apply to increasing principal
 Other (describe:)

11) <u>President:</u>  Barbara E. Murphy	12) <u>Date to Ch's Ofc:</u> 6-May-13	13) <u>Date Board Approved:</u>
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VERMONT STATE COLLEGES
BOARD OF TRUSTEES
RESOLUTION

Establishment of Endowment

WHEREAS, Johnson State College has submitted the following proposal to establish a new endowment and recommends it to the full Board; therefore, be it

RESOLVED, That the Vermont State Colleges Board of Trustees hereby establishes the following new endowment titled, in the amount, and for the specific purpose as indicated:

Johnson State College: The George Tormey Memorial Scholarship in the amount of \$10,000 for the purpose of using income generated from the endowment to provide an annual scholarship to a student who has a passion for skiing, with preference going to a student who participates in club racing.

May 23, 2013

15. CSC Final Program Approval: Master of Arts in Education with Specialization in Mathematics

Castleton State College is proposing a Master of Arts in Education with Specialization in Mathematics program. The addition of this program will provide an opportunity for in-service teachers to continue their pursuit of a Master's degree in mathematics education. Preliminary indications, based on contacts in the schools, indicate that there is significant need for a program like this one. This program also will offer the opportunity for graduates from other institutions to obtain a Master's degree soon after obtaining a Bachelor's degree at a convenient location within the state.

This proposed degree is designed to be a 36-credit one-year Master's degree. This program bridges the gap between mathematics and mathematics education theory and practice and prepares teachers for instructional leadership as master teachers of mathematics. The program extends the professional competence of mathematics teachers through an in-depth study of mathematics and mathematics teaching and learning.

The Education, Personnel, Student Life Committee reviewed this proposal in accordance with Policy 102 and recommends it to the full Board for approval.

VERMONT STATE COLLEGES NEW PROGRAM PROPOSAL

Final Proposal Form

Part I: General Information

- 1. Institution:** Castleton State College
- 2. Name of new program:** Master of Arts in Education with Specialization in Mathematics Education
- 3. a) Individual(s) with responsibility for program development:**
Dr. Dale Kreisler., Mathematics Professor & Department Chair
Mathematics Professors: Dr. Susan Generazzo, Dr. Kirsten Stor,
Dr. Christopher Schwaner, & Dr. Abbess Rajia
- b) Academic Department(s):** Education & Mathematics
- 4. a) Date of Final Proposal:** February 28, 2013
- b) Proposed start date of program:** Spring 2014
- 5. Title of degree to be conferred (if applicable):** Master of Arts in Education with Specialization in Mathematics Education
- 6. Brief description of proposed program (150 words or less):**

This proposed Master's Degree is designed to be a 36-credit one-year Master's degree. This program bridges the gap between mathematics and mathematics education theory and practice and prepares teachers for instructional leadership as master teachers of mathematics. The program extends the professional competence of mathematics teachers through an in-depth study of mathematics and mathematics teaching and learning.

The program consists of 15 – 18 credits in graduate courses in education and 18 – 21 credits in graduate courses in mathematics. It is designed to be an extension of the undergraduate program in elementary and secondary mathematics, providing students the opportunity for further detailed study in those areas. In addition to obtaining a masters degree with specialization in mathematics students in this program also gain a solid knowledge of advanced mathematics, excellent teaching skills, and modern approaches to pedagogy.

In our math for teaching courses, we revisit standard elementary- middle- and high-school topics in a more detailed way than one would experience in a traditional math course. Our classes will often feature discussions and activities based on familiar themes, peeling apart the math to consider fundamental details that are hidden behind the scenes.

Part II: Rationale

1. How the program will strengthen the College (refer to institutional mission, institutional priorities and existing institutional programs):

The Mathematics Department strives to meet the mission of Castleton State College and the Vermont State Colleges. This program prepares individuals to be knowledgeable, creative problem-solvers and engaged citizens in the community.

The proposed Master of Arts in Education with Specialization in Mathematics Education supports Castleton's institutional mission and priorities, and enhances the existing undergraduate mathematics program.

Part of Castleton's mission is to prepare students for meaningful careers and further academic pursuits. Additionally, a primary goal of the mathematics undergraduate mission statement is to "prepare students for professional careers and/or graduate pursuits in mathematics." This Master's Degree will continue this mission and aid students in developing a stronger understanding of mathematics through more advanced study of its history and professional practices.

This Masters Degree will complement the undergraduate degree in many ways. This program is, first and foremost, a Mathematics Master's program. It therefore involves taking a number of graduate level mathematics courses. It will provide significantly more than the background needed to teach.

2. Specific educational and/ or employment need(s) to be addressed (attach documentation of need):

We have created a program that encourages elementary- middle- and high-school teachers to revisit and explore the mathematics that is necessary to be effective in the classroom.

Mathematics teachers need to know more than just the results and the formulas that come up in mathematics classes. They need to know why things work the way they do, where the formulas come from, and what properties are involved in proofs of mathematical results.

By covering mathematics from these angles, our degree candidates will find more than one correct way of solving a given problem, helping them explain complicated topics to students who try to solve problems from various perspectives and may otherwise get lost, frustrated, and confused. The program can be described as one that studies familiar topics from a sophisticated point of view.

Most candidates in our program will be teachers with some experience, but we welcome students who are considering the profession. Our candidates benefit from studying a range of mathematical topics and exploring these subjects from a student's perspective. Through our program, aspiring and experienced teachers expand their mathematical confidence in the classroom and are ultimately made more effective as mathematics teachers.

In addition to courses in number sense, geometry, probability, and analysis, we also offer several classes in topics such as graph theory and history of mathematics. In these, the burden is placed on participants in the classes to discover and invent much of the math content and how it applies in the classroom. These courses encourage inquiry-based learning, allowing current and aspiring teachers to consider firsthand how these approaches work and how they can incorporate elements in their own teaching.

Technologically savvy educators are in high demand in schools that are desperately trying to enhance their classrooms without breaking the budget. During the course of your mathematics education degree at Castleton, participants become familiar with a range of ways to improve their classrooms and advance their careers.

3. How the program will strengthen the System (consider existing programs throughout the VSC, describe any collaboration with other VSC colleges or organizations in planning or delivering this program, indicate specific benefits to the State of Vermont):

The addition of this program will provide an opportunity for in-service teachers to continue their pursuit of a Master's degree in mathematics education. Our preliminary indications, based on our contacts in the schools, indicate that there is significant need for a program like this one. We have requested letters of support from principals, curriculum coordinators, and teachers from various schools in Vermont. (Contact list is attached at the end of this proposal) Our current students are also in support of our proposed program and some have already indicated that they will enroll in courses as soon as they are able to do so. This program also will offer the opportunity for graduates from other institutions to obtain a Master's degree soon after obtaining a Bachelor's Degree at a convenient location within the state.

Part III: Program Description

1. Specific program objectives, including career and learning outcomes for students:

Program participants will demonstrate their knowledge through individual and collaborative projects and presentations, field-based curriculum implementation and evaluation, and reflective classroom inquiry. The program, which is a collaborative effort of the Department of Education and the Department of Mathematics, is designed for opportunities for mathematics teachers to deepen their understanding of mathematics by learning advanced mathematical topics in relation to the mathematics that they actually teach. The proposed mathematics education courses will provide opportunities for teachers to learn math-specific technologies for learning, how to implement appropriate mathematics curriculum, and how to continue to develop as a professional educator. In addition, the program is designed to develop teachers' understanding of and ability to apply education research into their own practice. As a culminating project, teachers will conduct research in their own classrooms, where they will analyze how aspects of their own practice has an impact on their own as well as their students' learning.

Upon completion of the program, students will be able to:

1. Analyze and solve real-world problems using a variety of mathematical techniques,
2. Apply Mathematics Education Theory to practice in the field,
3. Apply Mathematics to related disciplines,
4. Communicate effectively via multiple avenues,
5. Utilize and choose technology appropriate to a given situation,
6. Appreciate the need and desire to be lifelong learners,
7. Secure desired employment or gain admission to graduate or professional programs of study.

2. How the program will integrate professional, liberal and career study:

Graduate course work will generally introduce students to contemporary issues in the mathematics discipline and help them develop a critical perspective for these and for future developments. It should also empower them to become advocates for best practice in education.

Graduate course work is designed to be significantly different from undergraduate studies in the following ways:

- Requiring greater depth and intensity of study
- Demanding a higher level of academic/intellectual rigor
- Focusing on advanced topics
- Requiring more self-directed learning than undergraduate studies

3. How the program will assess its effectiveness in achieving student learning outcomes:

The Mathematics Department assess the programs effectiveness in achieving its learning outcomes by:

- a.) Generating an appropriate questionnaire that will evaluate each candidate's area of specialization.
- b.) Creation of a committee whose function is to evaluate the mathematical content of the proposed courses in the program and make appropriate changes to them based on their findings.
- c.) Appoint at least one member of the Mathematics Department to serve on a candidates thesis review committee.

4. Relation of program to external entities, if any (e.g., accreditation agencies, partnership organizations, State agencies):

This program will be reviewed as part of the review processes conducted for the Education Department since this is a collaborative effort between the Mathematics and Education Departments.

5. Program outline; include brief descriptions of all new courses:

Course (name and number) credits new or existing?

1. Masters of Arts in Mathematics Education

All students must complete the following Education courses:

EDU 6550 Foundations and Current Issues	3 cr	Existing
EDU 6560 Curriculum Development	3 cr	Existing
EDU 6720 Graduate Seminar	3 cr	Existing
EDU 6920 Educational Research	3 cr	Existing
EDU 7960 Graduate Thesis	<u>3 to 6 cr</u>	Existing
Total:	15 to 18 cr	

All elementary and secondary education students must complete the following Mathematics courses:

MAT 5XXX Mathematics Education Theory and Practice I	4 cr	New
MAT 5XXX Data Analysis	4 cr	New
MAT 6XXX Geometry for Teachers	4 cr	New
OR		
MAT 6XXX Number Theory for Teachers	<u>4 cr</u>	New
	12 cr	

and any 5000 or higher level Mathematics courses. Total Credits required: 6 or 9 cr

Total Credits required for Masters Program: 36 cr

6. Graduate Course Descriptions:

(All mathematics graduate courses are new courses)

MAT 5XXX Mathematics Education Theory and Practice I 4 cr

An integrated approach to mathematics education is covered in this course. The focus of the course is applying theory into practice. Topics may include frames of reference, creation and usage of manipulatives in the classroom, and multiple forms of assessment in a mathematics classroom. Various forms of technology, including graphing calculators and computers are discussed and integrated into a mathematics curriculum.

MAT 6XXX Geometry for Teachers 4 cr

The properties, history, concepts and principles of geometry are discussed and integrated into a mathematics curriculum in this course. Topics may include: Euclidean and Non-Euclidean geometry in two and three dimensions, analyze characteristics and relationships of geometric structures and shapes, and the role of axiomatic systems.

MAT 6XXX Number Theory for Teachers 4 cr

The properties and history of numbers are discussed and integrated into a mathematics curriculum in this course. Topics may include: elementary number theory, analytic number theory, algebraic number theory and geometry of numbers

- MAT 5XXX Graduate Mathematics Tutorship 1 to 3 cr
A supervised experience in individual instruction. To include reading and discussion of individualized instructional systems as well as an actual tutorial experience in a Mathematics course. *Prerequisite: Invitation of the Mathematics Department.*
- MAT 5XXX Independent Study (May be repeated for credit)
Open on a limited basis. A personal interview with the Mathematics Department faculty is required prior to registration. Hours by arrangement. *Prerequisite: Consent of department chair. Signed*
- MAT 5XXX Internship in Mathematics 1 to 12 cr
(May be repeated for credit)
Signed contract required at time of registration.
- MAT 5XXX Data Analysis 4 cr
Main topics include data representation, collection, analysis, modeling and making inference. The proper techniques, procedures and technology will be applied to real world scenarios. *Prerequisite: MAT 2022, or MAT 3230*
- MAT 6XXX History of Mathematics & Mathematics Education 3 cr
This course covers selected topics in mathematics and mathematics education from ancient to modern times. A few of these topics may include: the Greek Period, Early and Medieval Europe, The Renaissance, The History of Mathematics Education in the United States and the work of Pascal.
- MAT 6XXX Mathematics Education Theory and Practice II 3 cr
A continuation of Mathematics Education Theory and Practice I course. This course promotes inquiry into communication, literacy and current issues in mathematics curriculum and instruction.
- MAT 6XXX Graduate Mathematics Teaching Seminar 3 cr
(May be repeated for credit)
Implementing teaching theory, course management, teacher preparation, and critique(s) on teaching experience. A semester-long teaching experience is a requirement for this course. *Prerequisite: Invitation of the Mathematics Department.*
- MAT 6XXX Graduate Mathematics Research Seminar 3 cr
A graduate research seminar. Students spend the first half of the semester studying and presenting graduate research in mathematics and/or mathematics education. In the second half, students investigate their own topic, prepare a written project, and present their research. *Prerequisite: Graduate Math major, or consent of the instructor.*
- MAT 6XXX Multivariate Statistics 3 cr
This course focuses on the study of multivariate analysis. Students will apply matrix algebra to the field of statistics. Topics include: characterizing and displaying multivariate data, the multivariate normal distribution, multivariate analysis of variance and multiple regression.

MAT 6XXX Advanced Topics in Mathematics & Mathematics Education 3 cr
(May be repeated for credit)

Advanced topics in mathematics offered on a rotating basis. Examples of topics include: complex analysis, real analysis, graph theory and partial differential equations.

MAT 6XXX Independent Study (May be repeated for credit)

Open on a limited basis. A personal interview with the Mathematics Department faculty is required prior to registration. Hours by arrangement. *Prerequisite: Consent of department chair.*

MAT 6XXX Internship in Mathematics (May be repeated for credit) 1 to 12 cr

Signed contract required at time of registration.

7. TOTAL CREDITS in proposed program: 36

Part IV: Budget Considerations

1. Expenditures for the proposed program:

	<u>AY 2014-15</u>	<u>AY 2017-18</u>
Faculty	\$50,000	\$90,000
Library/ other materials	\$2,000	\$ 4,000
Marketing costs	\$3,000	\$ 3,000
TOTAL COSTS:	\$55,000	\$97,000

2. Revenue/ sources to meet new expenditures

	<u>AY 2014-15</u>	<u>AY 2017-18</u>
Tuition:	IS \$11,160x5 = \$55,800	IS \$12,276x10 = \$122,760
	OS \$16,704x3 = \$50,112	OS \$18,375x5 = \$ 91,875
Tuition Totals:	\$105,912	\$214,635
reallocation:		
other sources:		
TOTAL REVENUES:	\$105,912	\$214,635

Projected amount of Faculty salaries is based on teaching overloads for some part-time faculty and regular teaching loads for full-time faculty for all 36 credits of the graduate program and the possible addition of one full-time faculty member in mathematics in the future if the enrollment figures, based on our surveys of in-service teachers and current student interest, are accurate. The three years out number (AY 2017-18) is based on the intended addition of an additional full-time faculty line in mathematics. Both numbers contemplate the full cost of faculty including benefits.

Tuition figures are based on \$11,160 for in-state and \$16,704 for out-of-state students. Three years out figures include an assumed 10% increase in tuition from the AY 2014-15 base year.

Part V: Enrollment, Marketing and Public Relations Considerations

1. Projected enrollment for new program:

	<u>AY 2014-15</u>	<u>AY 2017-18</u>
full-time	6	12
part-time	2	5
in-state	5	12
out-of-state	3	5

Describe how you arrived at these projections:

The mathematics faculty conducts regular surveys of current and previous students in an effort to gauge interest in programs like this one that offer advanced educational opportunities. The projections above reflect our latest survey findings. Most are in state, while some are from other areas. The three-year projections are based on the assumption that both undergraduate and graduate mathematics enrollments continue to grow. Information from the Admissions department indicate that our enrollment in undergraduate programs will increase significantly in the Fall semester based on current deposits made by incoming students with interest in our mathematics programs.

2. Describe the marketing strategies for the new program.

The members of the mathematics department plan to work closely with the Dean of College Advancement, the Admissions Department, and The Castleton Center for Schools to design an effective marketing strategy to advertise this program. We anticipate that we will be able to make this program accessible to our current students, alumni, in-services teachers in Vermont and in neighboring states and will use effective marketing strategies to promote the benefits of the program.

3. Competition:

a) In state and region

All Vermont Programs:

Bennington College (*Bennington, VT*)

Masters in Education Subject(s):

Art, Curriculum/Instruction, English/Language Arts, ESL/TESOL, Foreign Languages, History/Social Studies, **Math**, Music, Science

Goddard College (*Plainfield, VT*)

Masters in Education Subject(s):

Art, English/Language Arts, ESL/TESOL, History/Social Studies, **Math**, School Counseling/Psychology, Science

Lyndon State College (*Lyndonville, VT*)

Masters in Education Subject(s):

Curriculum/Instruction, English/Language Arts, ESL/TESOL, History/Social Studies, **Math**, Reading/Literacy, Science, Special Ed

The University of Vermont (*Burlington, VT*)

(Also Web-based – See below)

b) Web-based

The University of Vermont (*Burlington, VT*)

Accreditation:

NCATE accredited

Masters in Education Subject(s):

Administration, Business, Curriculum/Instruction, English/Language Arts, Foreign Languages, History/Social Studies, **Math**, Reading/Literacy, Science, Special Ed

After reviewing the programs offered by the institutions listed above, we believe that our proposed program is significantly different than any of the programs that are offered in Vermont.

4. How the program will impact enrollments in existing programs at the College:

The implementation of a masters program with a concentration in mathematics should have a positive impact on the undergraduate programs in mathematics at Castleton and possibly at the other VSC institutions. The opportunity for our graduates to continue with graduate studies locally should help to increase enrollment in our undergraduate programs.

5. How the program will impact enrollments in existing programs at other VSC colleges:

The implementation of this program at Castleton should help to increase the enrollment figures in the undergraduate mathematics programs at Castleton. It should augment the other VSC colleges by offering a graduate degree in mathematical studies in the southern part of Vermont for those candidates that live and work in this part of the state and neighboring regions of New York state.

6. How the program will impact existing and/ or future external relations:

The implementation of a Master of Arts in Education with Specialization in Mathematics Education should have a positive impact on our external relations. Many in-service teachers of mathematics in the Elementary and Secondary schools are in search of a convenient location to continue graduate study in a quality program like the one being offered in this proposal.

Endorsement Letters.....

Letters of endorsement of our program have been requested from the following:

Dana Johnson, Math Enrichment Teacher
Rutland Intermediate School
65 Library Avenue
Rutland, Vermont 05701

Beth Adreon
Vergennes Union High School
50 Monkton Road
Vergennes, Vermont 05491

David Adams, Superintendent
Addison Northeast Supervisory Union
72 Munsill Avenue, Suite 601
Bristol, Vermont 05443

Noel C. Bryant
Director of Curriculum & Assessment
Rutland Central Supervisory Union
16 Evelyn Street
Rutland, Vermont 05701

Aaron Boynton, Principal
Rutland Town Elementary School
1612 Post Road
Rutland, Vermont 05701

Carol Geery, Director of Special Services
Rutland South Supervisory Union
64 Grange Hall Road
P. O. Box 87
North Clarendon, Vermont 05759

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTION

Castleton State College
Master of Arts in Education with Specialization in Mathematics

- WHEREAS, Castleton State College proposed a Master of Arts in Education with Specialization in Mathematics (M.Ed. in Mathematics); and
- WHEREAS, The M.Ed. in Mathematics degree program bridges the gap between mathematics and mathematics education theory and practice and prepares teachers for instructional leadership as master teachers of mathematics; and
- WHEREAS, The addition of this degree will be an extension of the undergraduate program in elementary and secondary mathematics, providing students the opportunity for further detailed study in those areas; and
- WHEREAS, Castleton State College has developed a budget to deliver the program based on conservative enrollment projections; and
- WHEREAS, The Board Education, Personnel, Student Life Committee reviewed this proposal in accordance with Policy 102 and recommends it to the full Board for approval; therefore, be it
- RESOLVED, That the VSC Board of Trustees authorizes Castleton State College to offer a Master of Arts in Education with Specialization in Mathematics as of this date, May 23, 2013.

May 23, 2013

16. CCV Final Program Proposal: Associate of Science in STEM Studies

The Community College of Vermont proposes an Associate of Science degree in STEM Studies which will prepare students for transfer to a variety of STEM (science, technology, engineering and math) baccalaureate programs or for immediate employment in advanced technician positions that require strong mathematics, technology, and science skills. This program will include 36 credits distributed among science, technology, and mathematics with the opportunity for students to focus in one of these areas: physical science, life science, or pre-engineering. Most courses in this degree program are existing courses in the College's curriculum. The program will be built in collaboration with 4-year colleges and Vermont employers to assure a design that prepares students for the workforce and seamless transfer to relevant baccalaureate programs.

The Education, Personnel, Student Life Committee reviewed this proposal in accordance with Policy 102 and recommends it to the full Board for approval.

VERMONT STATE COLLEGES NEW PROGRAM PROPOSAL
Final Proposal Form

Part I: General Information

1. Institution: Community College of Vermont
2. Name of new program: STEM Studies
3. a) Individual(s) with responsibility for program development:

Linda Gabrielson, Academic Dean; Darlene Murphy, Associate Academic Dean
- b) Academic Department(s): Science, Technology, and Math
4. a) Date of final proposal: Spring 2013
- b) Proposed start date of program: Spring 2014
5. Title of degree to be conferred (if applicable): STEM Studies (A.S.)
6. Brief description of proposed program (150 words or less):

The Community College of Vermont proposes an Associate of Science degree in STEM Studies which will prepare students for transfer to a variety of STEM (science, technology, engineering and math) baccalaureate programs or for immediate employment in advanced technician positions that require strong mathematics, technology, and science skills. This program will include 34 credits distributed among science, technology, and mathematics with the opportunity for students to focus in one of these areas: physical science, life science, or pre-engineering. Most courses in this degree program are existing courses in the College's curriculum. The program will be built in collaboration with 4-year colleges and Vermont employers to assure a design that prepares students for the workforce and seamless transfer to relevant baccalaureate programs.

Part II: Program Rationale

1. How the program will strengthen the College (refer to institutional mission, institutional priorities, and existing institutional programs):

One of the primary goals of the VSC strategic plan is to support specific economic sectors identified as important for the economic vitality of the State. As identified in the Governor's recent state of the state address there is demand by employers throughout Vermont for employees with strong science, math, and technology skills. To this end, the Governor charged the Vermont State Colleges to prepare Vermonters for these positions. Anthony Carnevale at

Georgetown University's Center on Education and the Workforce forecasts that Vermont will demand a total of 16,240 STEM skilled employees by 2018, up from 14,670 such positions in 2008; this represents an 11% increase. Carnevale also predicts that 87% of these jobs will require postsecondary education and training.

The Community College of Vermont's mission states that the College "supports and challenges all students in meeting their educational goals through an abiding commitment to access, affordability, and student success." With roughly 40% of incoming students requiring developmental education in mathematics and the College's strong commitment to a curriculum that meets students at their presenting skill level, CCV is well positioned to provide a continuum of courses that leads to associate degree level preparation in math, science, and technology fields.

On a national scale, President Obama continues to draw attention to the need for an empirical increase in citizens prepared with strong STEM skills. As recently as his 2013 state of the union address, he prioritized this work by recommending a reward system for educational institutions that provide high quality STEM programs.

2. Specific educational and/or employment needs to be addressed (attach documentation of need):

One of the VSC strategic goals is to continue to support the success and growth of Vermont employers and entrepreneurs. One recent example is the Northeast Kingdom's Development Initiative, which includes the Korean biotechnology firm AnC BIO and the German energy efficient window manufacturer, Menck Window Systems, both located in Newport. This initiative provided assurances that these companies will hire Vermonters and it supports a regionally-focused need to educate a workforce with STEM skills.

The Bureau of Labor Statistics provides the following 2011 annual median salaries in Vermont for some sample occupations: Robotics Technician, \$60,040; Biological Technicians \$34,910; Civil Drafters \$41,590; and Health Technologists and Technicians, \$43,060.

3. How the program will strengthen the System (consider existing programs throughout the VSC, describe any collaboration with the other VSC colleges or organizations in planning or delivering this program, indicate specific benefits to the State of Vermont):

A STEM Studies degree program would have the unique advantage of providing statewide access through CCV's 12 academic centers and the center for online learning. By providing pathways into diverse STEM focused areas, the degree will provide entry level career opportunities within rapidly expanding sectors of Vermont's, and the nation's, economy. The program will also allow more flexibility and STEM content specificity than current CCV degree programs to provide transfer opportunities to bachelor's programs at other VSC institutions and other Vermont institutions of higher education. Through a required field experience, students will have an opportunity to connect with businesses throughout Vermont, further raising awareness of the quality program provided by CCV and the VSC.

Part III: Program Description

1. Specific program objectives, including career and learning outcomes for students:

Graduates of the STEM Studies program will be able to:

- Apply the vocabulary, foundational theories, and problem-solving methodologies that define scientific literacy and scientific method in the natural world;
- Demonstrate critical and creative thinking and the ability to adapt learning to new and novel situations through collaborative real-world problem solving;
- Apply interdisciplinary strategies of inquiry, logical reasoning, technology, and an appreciation of cultural differences needed to address the challenges of an interconnected and global 21st century;
- Demonstrate academic skills required of all CCV graduates, including competency in writing, information literacy, oral communication, quantitative reasoning; and
- Explore pathways for educational and career development in the student's field of study.

2. How the program will integrate professional, liberal and career study:

This program will integrate 34 credits of CCV's general education curriculum (10 of which are in areas of technology, mathematics, and science) that includes the completion of VSC graduation standards. In addition to the general education program, the AS in STEM Studies requires 23 credits of core program requirements within the fields of science, technology, and math. The program allows flexibility for students to pursue their individual goals in fields such as physical science, life science, and pre-engineering. Students may fulfill the program requirements through a combination of courses in allied health science, biology, chemistry, computer information systems, environmental science, mathematics, and physics. Students will also complete Community and Work Experience, a full semester field experience, and employers in the role of field supervisors will participate in the evaluation of students' mastery of the program outcomes.

3. How the program will assess its effectiveness in achieving student learning outcomes:

CCV hires faculty who are professionals in the fields of science, technology and math to maintain program quality and curricular currency.

Faculty will evaluate students' attainment of the learning objectives for each course at the midterm and end of each semester. CCV's science and allied health, technology, and business and math curriculum committees periodically review the results to ensure students are mastering the objectives of each course.

Advisory committees aligned with each of the aforementioned curriculum committees meet on an annual basis to ensure curricular relevance and currency. Each advisory committee is

comprised of experts in the field, faculty, current students, and representatives of other institutions offering STEM-related programs.

Partnerships with specific science, technology and engineering employers and organizations in Vermont will be critical for assuring that students meet necessary qualifications for available jobs. The College will receive external evaluations of each student's competency through employer assessment as part of the required field experience course, Community and Work Experience. CCV will regularly review the results of the competency evaluations to ensure students are demonstrating mastery of the competencies.

4. Relationship of program to external entities, if any (e.g. accreditation agencies, partnership organizations, State agencies):

Today's businesses must employ new techniques, strategies, and technologies in order to compete in the global economy of the 21st century. The STEM Studies program will prepare students with the knowledge and skills needed to strengthen local, statewide and regional businesses and support key scientific and technical economic sectors in Vermont. This program will have the unique advantage of providing statewide access through CCV's 12 academic centers and an expanding online division. The degree will provide entry-level career opportunities across sectors of the economy in Vermont and across the nation. Community partners working with CCV on the design of this program include: Stafford Technical Center, Randolph Technical Center, Vermont Technology Alliance, Logic Supply, General Electric, and the Agency of Commerce and Community Development. By partnering with these businesses, the STEM Studies degree program will help further the VSC strategic goal of strengthening local, statewide and regional partnerships to advance workforce development initiatives. Through Community and Work Experience, a full semester field experience, students will have an opportunity to connect with employers across Vermont, further raising awareness of the quality programs provided by CCV and the VSC.

5. Program outline:

Course	Credits (all courses are existing)
General Education:	34
First semester seminar	3
Technological Literacy	3
Communication	3
English Composition	3
Research and Writing Intensive	3
Technical Writing & Research	
Human Expression	3
Human Behavior	3
Mathematics	3
Scientific Method	4
Students choose one 4 credit lab science	

Global Perspectives & Sustainability	3
Seminar in Educational Inquiry	3

Program Requirements: 26

Community and Work Experience	3
STEM Studies Courses	minimum 23 credits
Students select from college-level allied health, biology, chemistry, computer information systems, environmental science, mathematics, and physics courses to meet their educational and career goals.	

TOTAL CREDITS 60

Part IV: Budget Considerations

Preliminary cost/benefit analysis, including whether the program will be supported by a reallocation of existing resources or will require new resources:

Total Revenues & Budget Considerations

			Year 1 Spring 2014			Year 2 2014-15			Year 3 2015-16	
REVENUES		#	Rate	Amt	#	Rate	Amt	#	Rate	Amt
Tuition*	VT	16	\$232/ cr	\$22,272	55	\$239/ cr	\$157,740	86	\$246/ cr	\$253,872
	O/ S	1	\$464/ cr	\$2,784	2	\$478/ cr	\$11,472	4	\$492/ cr	\$23,616
Registration Fee		17	\$65	\$1,105	57	\$65	\$7,410	90	\$65	\$11,700
TOTAL REVENUE				\$26,161			\$176,622			\$289,188
EXPENSES										
Faculty Salary		1	\$3,560	\$3,560	4	\$3,738	\$14,952	7	\$3,925	\$27,475
Supplies				\$500			\$1,000			\$1,500
TOTAL EXPENSES				\$4,060			\$15,952			\$28,975

*Note: Tuition calculation assumes an average of 6 credits per student per semester with one semester in Year 1 and two semesters per year thereafter. The model also assumes one registration fee per student per semester with one semester in Year 1 and two semesters per year thereafter. It also assumes 3% yearly tuition increase based on 2013-2014 rates and 5% yearly increase in instructor pay.

1. Expenditures for the proposed program:

	Year One (SP14)	Three Years Out
Faculty ¹	\$3,560	\$27,475
Admin/Other Staff ²	0	0
Facilities/Equipment ³	\$500	\$1,500
Library/Other Materials ⁴	0	0
Other Costs ⁵	0	0
TOTAL COSTS:	\$4,060	\$28,975

¹Faculty

All faculty at CCV are hired on a part-time basis. The current rate of pay is \$3,390 for a 3-credit course. For several years now, CCV faculty have received a 5% increase in pay and we predict an increase in pay 5% each year to 2016 if enrollment continues to grow.

²Admin/Other Staff

No additional costs of administration will be associated with this program as it will reside within the science, technology and math departments of the college.

³Facilities/Equipment

Some courses require ongoing software upgrades and lab science supplies. With the exception of regular software upgrades and science supplies, no special equipment is needed to run this program.

⁴Library/Other Materials

Numerous resources and databases already exist in the VSC libraries to support this program.

⁵Other Costs

No additional costs are required with the exception of an increase in faculty pay based on enrollment and the purchase of some consumable lab supplies.

Total costs are budgeted based on CCV's class size average of 12.5 students per course. Offerings in this program will be consistent with that practice which yields a break-even financial base. While no new costs will be incurred, net revenue will result for classes with more than 13 students.

2. Revenue/ sources to meet new expenditures

	Year One (SP14)	Three Years Out
Tuition & Registration Fees	\$26,161	\$289,188
Reallocation	n/a	n/a
Other Sources	n/a	n/a
TOTAL REVENUES:	\$26,161	\$289,188

Part V: Enrollment, Marketing, and Public Relations Considerations

1. Projected enrollment for the new program:

	<u>Year One</u>	<u>Three Years Out</u>
Full-time	2	13
Part-time	15	77
In-state	16	86
Out-of-state	1	4
Total Enrollment	17	90

Describe how you arrived at these projections:

The projections are based on advisory panel input and past history with new program start-ups at CCV. Historically, 15% of students at CCV are full-time and 85% are part-time. In-state students at CCV make up 96% of the student population and 4% come from out of state.

2. Describe the marketing strategies for the new program.

- Direct marketing to employers in areas related to science, technology, and engineering;
- Appeal to prospective students in the STEM fields looking to advance in their present employment through completing a degree program;
- Collaboration with Assessment of Prior Learning (APL) to target specific businesses and organizations where incumbent workers may be interested in applying life experience toward the degree program;
- Promotion and marketing this new program to existing employees currently working in the field through partnerships with statewide Advisory Committees;
- Marketing to technical center students through CCV's dual enrollment program;
- Marketing to CCV's current students enrolled in the Allied Health Preparatory certificate program, as well as Liberal Studies and undeclared students;
- Marketing to students who have obtained the Governor's Career Ready certificate; and
- Marketing to prospective learners looking to make a career change.

3. Competition:

a) in state and region

While there are many associate and bachelor's degree programs in STEM-related fields in Vermont and across New England, the Community College of Vermont will be the only institution in Vermont to provide a degree in STEM Studies. The associate of science degree will

allow students flexibility similar to the Liberal Studies degree, but with more open credits to pursue goals in scientific and technical careers.

b) web-based

A number of institutions offer online associate degree programs in STEM-related fields, but none were found with STEM in the title. CCV will make use of web-based course delivery by ensuring that all general education courses and the majority of the core program courses are delivered online. Community and Work Experience, the field experience course, is offered in a variety of formats including online to ensure statewide delivery.

4. How the program will impact enrollments in existing programs at the College:

Some students enrolled in the Allied Health Preparatory certificate may choose to continue in the STEM Studies degree program. This may result in retention of students who would otherwise have transferred into another institution or stopped their education after the award of a certificate. Some undeclared and Liberal Studies students may choose to change their degree program to STEM Studies. Otherwise, this program will bring in students who are new to CCV and who are interested in obtaining employment or transferring into four year programs in physical science, life science, or engineering. Target markets to be served by this program include: (1) new students interested in careers in physical science, life science, or engineering (2) incumbent workers in these same fields (3) students interested in changing careers; and (4) students interested in obtaining a degree at CCV. This program could draw from a regional New England base. The Community College of Vermont is the only institution in Vermont to provide a program of study specific to STEM studies.

5. How the program will impact enrollments in existing programs at other VSC colleges:

This program may be a feeder program into four year STEM-related programs and could result in increasing enrollment into upper division courses. Some related programs include Bachelor of Science degrees in Natural Sciences, Exercise Science, and Health Science at Castleton; Biology and Health Sciences at Johnson; Exercise Science and Natural Sciences at Lyndon; and Architectural Engineering Technology, Electrical Engineering Technology, and Electromechanical Engineering Technology at Vermont Technical College.

6. How the program will impact existing and/or future external relations:

Partnerships with business leaders in Vermont are paramount to student success by way of providing mentorship and career opportunities for students as they enter and complete the program. In addition, students will complete a full semester field experience as part of the STEM Studies degree program. The STEM Studies program curriculum was developed in partnership with Vermont's industry leaders including Vermont Technology Alliance, Logic Supply, General Electric, and the Agency of Commerce and Community Development. Due to the distributed nature of CCV's program delivery, this aspect of the curriculum will advance partnerships in regions throughout Vermont.

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

Community College of Vermont

Associate of Science in STEM Studies

- WHEREAS, Community College of Vermont proposed an Associate of Science in STEM Studies (A.S. in STEM Studies); and
- WHEREAS, The A.S. in STEM Studies degree program will prepare students for transfer to a variety of STEM (science, technology, engineering and math) baccalaureate programs or for immediate employment in advanced technician positions that require strong mathematics, technology, and science skills; and
- WHEREAS, The program will be built in collaboration with 4-year colleges and Vermont employers to assure a design that prepares students for the workforce and seamless transfer to relevant baccalaureate programs; and
- WHEREAS, Community College of Vermont has developed a budget to deliver the program based on conservative enrollment projections; and
- WHEREAS, The Board Education, Personnel, Student Life Committee reviewed this proposal in accordance with Policy 102 and recommends it to the full Board for approval; therefore, be it
- RESOLVED, That the VSC Board of Trustees authorizes Community College of Vermont to offer an Associate of Science in STEM Studies degree as of this date, May 23, 2013.

May 23, 2013

17. Nomination of Faculty for VSC Faculty Fellowship Award

As described in the enclosed copy of the Full-Time Faculty Agreement's Article 42, VSC Faculty Fellows, each year the Board may appoint two tenured faculty members to Faculty Fellowships. Faculty Fellows receive three credit hours' reduction in teaching load during one semester. In exchange, they present a public lecture, exhibition, performance, or recital at their college. Faculty fellows may receive up to \$500 for expenses associated with their presentation or its preparation.

President Wolk submitted a recommendation for one faculty member deemed to be worthy of this honor. As called for under Article 42, a three-person committee was established, consisting of Trustee Pelletier, Chair Moore's designee; CAO Howell, Chancellor Donovan's designee; and Professor Linda Olson, President of the VSC Faculty Federation. The committee agreed to recommend the nominated candidate, Castleton Professor Peter Kimmel, to the full Board of Trustees.

The EPSL Committee has considered this nomination and recommends it and the attached resolution for endorsement to the full Board.

ARTICLE 42
VSC FACULTY FELLOWS

In order to recognize outstanding Vermont State Colleges tenured faculty members, this Agreement shall establish the Vermont State Colleges Faculty Fellowships. In each Academic Year there shall be one (1) in the Fall semester and one (1) in the Spring semester. During the semester of the Fellowship, the faculty member shall offer a public lecture, reading, exhibition, performance or recital at his/her respective institution. Each Vermont State Colleges Faculty Fellow shall be allowed to draw up to \$500 from the Vermont State Colleges, Office of the Chancellor, for bonafide expense money to complete the commitment referred to above. During the semester of the Faculty Fellowship, the Faculty member shall receive a reduction in workload of three credit hours.

Vermont State Colleges Faculty Fellows shall be nominated and selected on the basis of outstanding accomplishments in teaching and learning.

1. At each campus, a committee composed of a College administrator and two faculty members appointed by the President and Faculty Federation, respectively, shall meet and consider nominations for the award of VSC Faculty Fellow.
2. By January 15 of each year of this Agreement the campus committee shall submit to the College President the names of three faculty members to be considered for the VSC Faculty Fellowship. The nominations shall be accompanied by a detailed recital of the qualifications of the faculty member and a detailed analysis of the reasons for the nominations.
3. By March 1 of each year of this Agreement each President shall submit the name of one faculty member from the aforementioned list to a VSC Faculty Fellow Committee

comprising the Chancellor or designee, the VSC Faculty Federation President or designee and a member of the Vermont State Colleges Board of Trustees. The nomination shall be accompanied by a detailed analysis of the reasons for the nomination.

4. In each year of this Agreement the VSC Faculty Fellow Committee shall meet to consider the four nominations and shall recommend to the full Board of Trustees the names of two faculty members to be awarded Vermont State Colleges Faculty Fellowships.

The provisions of this Article shall not be subject to the grievance and arbitration provision of this Agreement.

Vermont State Colleges
Faculty Fellows, 1987-2012

2011-2012	Ken Leslie, Professor of Art, Johnson State College Jim Bozeman, Professor of Mathematics, Lyndon State College
2010-2011	Linda Olson, Professor of Sociology, Castleton State College Pat Shine, Professor of Psychology, Lyndon State College
2009-2010	Gina Mireault, Professor of Psychology, Johnson State College Harry McEnery, Professor of Theater Arts, Castleton State College
2008-2009	Carrie Waara, Professor of History, Castleton State College
2007-2008	Steve Blair, Associate Professor of Music, Johnson State College Tom Conroy, Professor of Communication, Castleton State College
2006-2007	Denny Shramek, Professor of English, Castleton State College
2005-2006	Bob Johnson, Professor of Philosophy, Castleton State College Linda Mitchell, Professor of Business Administration, Lyndon State College
2004-2005	Abess Rajia, Professor of Mathematics, Castleton State College Leslie Kanat, Professor of Geology, Johnson State College
2003-2004	John Knox, Professor of Mathematics, Vermont Technical College Glenn Sproul, Professor of Mathematics, Johnson State College
2002-2003	Dr. Kit Cooke, Associate Professor of Humanities, Johnson State College Paul Albro, Professor of Business Administration, Castleton State College
2001-2002	Dr. Gina Mireault, Associate Professor of Psychology, Johnson State College Dr. Lori Werdenschlag, Associate Professor of Psychology, Lyndon State College
2000-2001	Marjorie Ryerson, Associate Professor of Communications, Castleton State College Russell Longtin, Professor of Theater, Johnson State College
1999-2000	Leslie Kanat, Associate Professor of Geology, Johnson State College Pei-heng Chiang, Professor of Political Science, Castleton State College
1998-1999	Tony Whedon, Professor of Writing and Literature, Johnson State College Albert Robitaille, Professor of Civil Engineering Technology, Vermont Technical College

- 1997-1998 Professor Patrick Max, Director of the Calvin Coolidge Library, Castleton State College
Maris Wolff, Professor of Fine and Performing Arts, Johnson State College
- 1996-1997 Dr. Judith M. Meloy, Associate Professor of Education, Castleton State College
Dr. Cyrus B. McQueen, Associate Professor of Biology, Johnson State College
- 1995-1996 Dr. Robert Aborn, Professor of Music, Castleton State College
Dr. James Bozeman, Assistant Professor of Mathematics and Computer Science, Lyndon State College
- 1994-1995 Dr. Herb Propper, Professor of Fine and Performing Arts, Johnson State College
Dr. Matthew Zimet, Associate Professor of Science, Vermont Technical College
- 1993-1994 John Gillen, Professor of English, Johnson State College
Dr. John DeLeo, Associate Professor of Recreation Resource Management, Lyndon State College
- 1992-1993 William Ramage, Associate Professor of Art, Castleton State College
Dr. Peter Kramer, Professor of Health Sciences, Johnson State College
- 1991-1992 Dr. Holman Jordan, Professor of History, Castleton State College
Alvin Shulman, Professor of Music, Lyndon State College
- 1990-1991 Dr. Stephen Butterfield, Professor of English, Castleton State College
Dr. Donald Tobey, Professor of Business and Economics, Johnson State College
- 1989-1990 Dr. Robert Gershon, Professor of Theater Arts, Castleton State College
Dr. Albert Toborg, Professor of History, Lyndon State College
- 1988-1989 Dr. Joyce Thomas, Associate Professor, Castleton State College
Susan Halligan, Associate Professor, Johnson State College
- 1987-1988 Thomas Smith, Professor of English, Castleton State College
Paul Calter, Professor of Mathematics, Vermont Technical College

Castleton

A V E R M O N T S T A T E C O L L E G E

Office of the President

January 21, 2013

Tim Donovan, Chancellor
Vermont State Colleges
P.O. Box 7
Montpelier Vermont 05601

Dear Tim:

I am honored to nominate Professor Peter Kimmel for the VSC Faculty Fellow award. Through more than twenty years of service to Castleton and the Vermont State Colleges, Pete has distinguished himself as an exceptional teacher, an exemplary advisor, and a universally respected faculty leader. In addition to his work in the Department of Natural Sciences, he has made invaluable contributions to the Department of Nursing. All of our nursing students, in fact, seek out his sections of *Anatomy and Physiology*. He has set aside time to mentor these students outside the classroom as well, while maintaining his own heavy advising load. In their evaluations of his courses, students from all majors consistently place Pete among the highest scoring of our faculty members. The comments that they add to these numerical assessments move him to the top of even this select group.

Besides Pete's considerable accomplishments in teaching and advising, he has amassed a stellar record of service to the college. His colleagues have elected him to multiple terms as both chair of his department and president of the Faculty Assembly. In 2001 and again in 2011, he served as co-chair of the steering committee responsible for overseeing the preparations that led to highly successful ten-year reaccreditation reviews by the New England Association of Schools and Colleges. In each case, Pete also took on the assignment of editing our self-study report.

As a scholar, Pete has published a number of articles in academic journals from the fields of experimental biology, experimental zoology, and comparative biochemistry and physiology. It is my hope that the Faculty Fellow award will afford him time to add submissions focused on the scholarship of teaching to this list of accomplishments. STEM programs desperately need strengthening throughout both K-12 and higher education, and future as well as current teachers would benefit greatly from his shared expertise and experience.

With gratitude for all the many ways that Pete Kimmel has devoted himself to advancing Castleton's mission, therefore, it is my privilege to recommend him for appointment as a VSC Faculty Fellow. Pete truly represents the best of what this institution and the Vermont State Colleges accomplish in the lives of our students, and I can think of no better person to represent us with respect, dignity, and integrity.

Sincerely,



David S. Wolk
President

FOUNDED 1787

Castleton

A V E R M O N T S T A T E C O L L E G E

Office of the Dean

To: Dave Wolk, President

Fr: Tony Pepper, ^{sat} Andre Fleche, ^{AMF} Harry McEnery, ^{H/M} VSC Faculty Fellow nominating committee

Re: VSC Faculty Fellow Nomination

Da: January 14, 2013

We are writing to enthusiastically nominate Dr. Peter Kimmel for the Vermont State Colleges Faculty Fellow award. Few faculty members have done more than Prof. Kimmel to contribute to the success of Castleton State College. Dr. Kimmel is a modest but tireless worker who has distinguished himself by serving the college in a variety of leadership capacities. He is universally respected by his colleagues and beloved by his students. He is an outstanding classroom teacher who cares passionately about learning, and he boasts a strong record of professional achievement in the field of developmental biology. We believe that Pete Kimmel richly deserves recognition for his outstanding work.

Over the course of his more than twenty years at the college, Professor Kimmel has proven to be an indispensable and admired faculty leader. On countless occasions, he has selflessly volunteered to take on vital college work, always accomplishing his tasks with his characteristically quiet good-humor and grace. Between 2005 and 2009, he was elected twice by his colleagues to serve as president of the Faculty Assembly, ably leading that body in its deliberations and representing its members to the campus community. He has also served more than a half dozen terms as chairperson of the Natural Sciences Department, and he has sat on scores of college committees. Most recently, in 2011, he served for the second time in ten years as steering committee co-chair and editor of the self-study report needed for reaccreditation of the college by NEASC. In those capacities, he faced the monumental task of coordinating the efforts of dozens of faculty writers and combining their contributions to make a coherent report. Prof. Kimmel also finds the time to do good for the community as a long-time member of the Hubbardton Volunteer Fire Department.

Peter Kimmel's unsurpassed record of service is matched by his success in the classroom. At Castleton, he regularly teaches courses on human anatomy and physiology, developmental biology, and advanced human biology. His students describe him as a passionate and dedicated teacher who is approachable and fair. One spoke for many in declaring him, "Probably the best instructor I have ever had." Another student remarked that he or she had "never learned so much

in a single course.” Others have commented on his careful preparation and his willingness to comment on all student work, even in large lecture classes. Indeed, Professor Kimmel has shown himself willing to work closely with students by providing enriching opportunities for outside-the-classroom learning. During his time at Castleton, he has facilitated and overseen several independent student research projects, most recently a study of exercise and oxygen consumption in wild and domestic mice.

Dr. Kimmel is also an accomplished biologist in his own right. After receiving his PhD at the University of Massachusetts at Amherst, he took a position as a postdoctoral fellow in the physiology department at the University of Saskatchewan. Prof. Kimmel’s research work focuses on the study of vascular systems in bullfrogs and toads. Since arriving at Castleton, he has published the results of his work in several peer-reviewed articles in the *Journal of Experimental Biology*, the *Journal of Experimental Zoology*, and the *Journal of Comparative Biochemistry and Physiology*.

Peter Kimmel is a dedicated member of the faculty, a skilled scientist, and an outstanding teacher. He has generously devoted much time and energy to furthering the work of the college, and he has served as an admired mentor and role-model for students and colleagues alike. Indeed, over the past two decades, Prof. Kimmel has been a fixture on campus, frequently attending sporting events, plays, and student exhibitions. We are excited to recognize him for his efforts and accomplishments. We enthusiastically recommend that you join us in nominating Peter Kimmel for the Vermont State Colleges Faculty Fellow award.

Castleton

A V E R M O N T S T A T E C O L L E G E

January 24, 2013

Faculty Fellow Selection Committee
Castleton State College
Castleton, VT 05735

Dear Selection Committee:


Thank you very much for considering me for the award of Vermont State Colleges Faculty Fellow. I am humbled and honored to be considered for this award and would accept the position and responsibilities it requires if chosen.

My primary role at Castleton is as instructor for most of our human biology-related courses, from an introductory-level class for non-majors to an upper-level medically oriented class for our most advanced students. While this is important and satisfying work, it does tend to pull me away from my undergraduate and graduate training in vertebrate biology. However, once every two years, I have the opportunity to re-visit that world when I teach Developmental Biology. This is a class that explores the process of development, from sperm and egg through fertilization and embryological development. This is, in many ways, my favorite class and has also made me locally famous as the "duck guy" whose students take newly hatched ducklings and goslings for frequent walks on campus.

While current research in developmental biology focuses on the genetic and molecular mechanisms that are responsible for the changes we see, I am more interested in the changes themselves, and especially in the history behind how we know what we know. That history includes some stunning successes and some rather amusing failures. If chosen for this fellowship, I would like to investigate more of the historical aspects of developmental biology and present that as part of an overview of development itself. I foresee a presentation that would be accessible to a wide audience and would, hopefully, explain how an egg becomes a chicken.

If my presentation were scheduled late in the spring semester, I hope to involve the students in my 2014 class in capturing images (and possibly video) that could be used to illustrate my talk.

Thank you for your consideration.


Peter B. Kimmel
Natural Sciences Department
Castleton State College

Curriculum Vitae Peter B. Kimmel

Address: Natural Sciences Department
Castleton State College
233 South Street
Castleton, VT 05735
Phone: (802) 468-1112
e-mail: peter.kimmel@castleton.edu

Education: Ph.D. (1990). University of Massachusetts – Amherst.
Dissertation title: “The Ontogeny of Cardiovascular Regulation in the Bullfrog (*Rana catesbeiana*).”

M.S. (1985). Portland State University.
Thesis title: “The Significance of Hypovolemia in Dehydrational Death in Anurans.”

B.S. (1979). Portland State University.

Employment History:

2003 – present	Professor, Natural Sciences Department, Castleton State College.
1997 – 2003	Associate Professor, Natural Sciences Department, Castleton State College.
1991 – 1997	Assistant Professor, Natural Sciences Department, Castleton State College.
1990 – 1991	Postdoctoral Fellow, Physiology Department, University of Saskatchewan.

College Service:

2001, 2011	NEASC Steering Committee Co-Chair and Editor of Self-Study
2009 – 2011	Department Chair, Natural Sciences Department
2005 – 2009	Faculty Assembly President, Castleton State College
1997 – 2005	Department Chair, Natural Sciences Department

Publications:

- West N.H., Kimmel P., Topor Z.L., and Evered, M.D. (1998). The role of angiotensin in arterial blood pressure regulation in the toad, *Bufo marinus*. *J. Exp. Biol.* 201:2219-2224.
- Hillman S., Withers P, and Kimmel P. (1998). Plasma catecholamines with hemorrhage in the bullfrog, *Rana catesbeiana*. *J. Exp. Zool.* 280:174-181.
- Kimmel P. (1992). Adrenergic receptors and the regulation of vascular resistance in bullfrog tadpoles (*Rana catesbeiana*). *J. Comp. Biochem. Physiol.* 162:455-462.
- Withers P.C., Hillman S.S., Hedrick M.S., and Kimmel P.B. (1991). Optimal hematocrit theory during activity in the bullfrog (*Rana catesbeiana*). *Comp. Biochem. Physiol.* 99A:55-60.
- Kimmel P.B. (1988). Plasma cathepsin activity and the role of hypovolemic shock in dehydrational death in the toad, *Bufo marinus*. *Comp. Biochem. Physiol.* 90A:127-133.
- Withers P.C., Hillman S.S, and Kimmel P.B. (1988). Effects of activity, hemorrhage, and dehydration on plasma catecholamine levels in the marine toad (*Bufo marinus*). *Gen. Comp. Endocrinol.* 72:63-71
- Hillman S.S., Withers P.C., Hedrick M.S., and Kimmel P.B. (1985). The effects of erythrocythemia on blood viscosity, maximal systemic oxygen transport capacity and maximal rates of oxygen consumption in an amphibian. *J. Comp. Physiol B* 155:577-581.

Presentations:

- Kimmel P.B. "The cardiac stimulant effect of MS-222 anesthesia during development in bullfrog larvae." Canadian Society of Zoologists 1990 meeting, Burnaby BC, Canada. (Poster)
- Kimmel P.B. "Neuromuscular physiology of spontaneously beating atrial preparations from early larval and adult bullfrogs." American Society of Zoologists 1988 meeting, San Francisco, CA. (Poster)
- Kimmel P.B. "The role of hypovolemic shock in dehydrational death in the toad, *Bufo marinus*." Canadian Society of Zoologists 1987 meeting, Montreal PQ, Canada. (Poster)

Memberships:

Human Anatomy and Physiology Society

VERMONT STATE COLLEGES
BOARD OF TRUSTEES

RESOLUTION

Vermont State Colleges Faculty Fellow

- WHEREAS, Article 42 of the current Agreement with the Vermont State Colleges Faculty Federation calls for the Board of Trustees to recognize up to two VSC tenured faculty for “outstanding accomplishments in teaching and learning” by establishing Vermont State Colleges Faculty Fellowships; and
- WHEREAS, The VSC Faculty Fellows committee, comprised of VSC Chief Academic Officer Annie Howell, VSCFF President Linda Olson and EPSL Committee Chair Heidi Pelletier, reviewed the nominations received for VSC Faculty Fellowship; and
- WHEREAS, The committee recommends that Peter Kimmel, Professor of Natural Sciences at Castleton State College be awarded a VSC Faculty Fellowship for academic year 2013-2014; therefore, be it
- RESOLVED, That Peter Kimmel, Professor of Natural Sciences at Castleton State College is awarded a VSC Faculty Fellowship for the academic year 2013-2014 with all the associated rights and privileges.

May 23, 2013

18. Nomination of Former Faculty for Emeritus Status

As described in the enclosed Policy 204, Emeritus Status for Faculty and Administrators, presidents may initiate a proposal that a former faculty member or administrator now retired be conferred Emeritus Status. Such proposals must be submitted to the Chancellor, who shall, in forwarding such proposals to the Board, provide his recommendation.

President Wolk has submitted a nomination for retired faculty member Professor Paul Delaney Albro for the award of Emeritus Status. The EPSL Committee has considered this nomination and recommends it and the attached resolution for endorsement to the full Board.



Manual of Policy and Procedures

Title EMERITUS STATUS FOR FACULTY AND ADMINISTRATORS	Number 204	Page 1 of 2
	Date 11/7/80	

PURPOSE

To recognize the outstanding services and contributions of selected faculty and administrators to the Vermont State Colleges, the Board of Trustees may grant such individuals emeritus status.

STATEMENT OF POLICY

Proposal for Granting Emeritus Status

The proposal that an individual be granted emeritus status normally will be initiated by the President of the College to which the nominee is appointed; however, the Board of Trustees may choose to grant emeritus status on its own initiative. Proposals for emeritus status shall be made in writing, shall describe the full history of services and contributions to the Vermont State Colleges, and shall provide full justification for the action. Proposals shall be forwarded to the Board of Trustees through the Chancellor who shall include his/her recommendations for the action.

Criteria for Emeritus Status

The following are the minimum criteria for consideration for the granting of emeritus status. Because an individual meets the minimum criteria should not be considered adequate justification for recommending emeritus status.

1. At least 10 years of full-time employment with the Vermont State Colleges;
2. Clear evidence of outstanding teaching and/or administrative services;
3. Recognized record of professional achievement, growth, and development;
4. Clear evidence of college service beyond the normal or ordinary expectations;
5. Prospects for continuing service to the Vermont State Colleges; and
6. Retired status.

Signed by: Charles I. Bunting Chancellor

Privileges and Responsibilities of Emeritus Status

Individuals in emeritus status do not receive compensation; however, they are eligible for special assignments by the college for appropriate compensation and/or reimbursement for expenses at the discretion of the President and within guidelines of the Vermont State Colleges. Specifically, the President may grant individuals in emeritus status the following privileges:

1. Use of college facilities, equipment and services on an "available" basis;
2. Access to college activities on a basis comparable to faculty and administrators;
3. Recognition of emeritus status in appropriate college publications;
4. Use of college identification with emeritus status in communications with official groups/organizations; and
5. Opportunities to be designated as a college representative to specified groups/organizations.

Individuals in emeritus status are responsible to the Vermont State Colleges as follows:

1. Support the mission and purposes of the Vermont State colleges;
2. Maintain the professional standards which reflect credit on the Vermont State Colleges; and
3. Willingness to assist in the development of the Vermont State Colleges within the scope of individual capabilities.

Term of Emeritus Status

Emeritus status is granted at the pleasure of the Board of Trustees and may be withdrawn by action of that Board.

Castleton

A V E R M O N T S T A T E C O L L E G E

Office of the President

April 22, 2013

Tim Donovan, Chancellor
Vermont State Colleges
P. O. Box 7
Montpelier, VT 05601

Dear Tim:

I am pleased and honored to recommend former Professor of Business Administration **Paul Delaney Albro** for *Emeritus* status. I have enclosed the unanimous, enthusiastic expression of support from his department colleagues. Their letter aptly chronicles his many qualifications.

Paul came to Castleton in August 1977. His first year's salary was \$11,000. He had just completed his MBA at UMass prior to his teaching assignment and had also enjoyed a successful journey as an engineer, working for companies all over the country.

Paul came to us as a war hero, a Vietnam War veteran, although he would never talk about it. Paul Albro's life has been a life of service: service to his family, service to his country, service to his community, service to his college and service to his students.

I had heard about the Paul Albro legend long before I arrived at Castleton 12 years ago, so I was understandably curious about how a professor who was esteemed for his toughness, his rigor, his demanding, almost menacing at times, demeanor, could also be so popular. He had already won several "best professor" awards, yet he was such a tough taskmaster. So I reviewed all the grades he handed out in 2001, grades that, as he would say, the students earned, and I learned that the average GPA for all his courses was a 1.8. I asked him to come in and meet with me. I showed him the data, a 1.8 average. He just shrugged his shoulders and said: "great...that's about a C and that's the average, the way it should be." End of story.

It started to make sense to me. On test days he was the guy who wore the tie with a screwdriver on it. He became the only professor I have ever encountered whose name became a verb. To be “Albroed” was to be educated. He was the guy who would walk down the hallway, making sure his students waiting to take a major test would hear him singing the old Connie Francis tune that some of us remember from 1958: “Who’s Sorry Now?” Maybe he’ll sing that for us at a later date.

When I attend alumni reunions I am always asked about the legend. Paul’s legacy is one of deep respect and admiration by legions of students who were grateful to cross his path. He was intelligent, diligent, witty, demanding and inspiring. He integrated real world lessons from his work as an engineer and his expertise as a business consultant into a lively and engaging classroom experience. He was, and is, unforgettable.

It was our great loss when Paul retired in December 2010 after 68 semesters, but he will always be remembered as the quintessential educator, the man of service, the role model, the tough taskmaster, the loving professor.

No one at Castleton, past or present, deserves the award of *Professor Emeritus* more than Paul Delaney Albro, and I hope that you and the members of the Board of Trustees will agree.

Respectfully yours,



David S. Wolk
President

Castleton

A V E R M O N T S T A T E C O L L E G E

April 22, 2013

Dear President Wolk:

This memorandum is written on behalf of the Department of Business Administration requesting Professor Paul D. Albro be awarded Professor Emeritus status. Professor Albro was hired in 1977 and continued teaching at Castleton until his retirement in December, 2010. Professor Albro's influence was felt throughout his tenure at all levels, from the community, to the administration, to the staff, and to each student. Professor Albro taught and advised thousands of students during his tenure at the college, making a lasting impact on many of them. Even now, members of the department will frequently cite Professor Albro as a role model for professionalism and collegiality in the Department of Business Administration and beyond.

Professor Albro expected nothing but the best from his students. His courses were well known as extremely rigorous, yet Professor Albro's courses were, on a regular basis, over-enrolled and his list of advisees grew over time due to the fact that he respected them as adults. As a result, students responded to his high expectations for professional, mature behavior. Students appreciated Professor Albro's keen intelligence, wit, and his ability to motivate students to excel. Professor Albro's "infamous" classes included Strategic Management, Quantitative Business Decisions, Operations Management, Case Studies in Management, and Organizational Behavior.

Professor Albro received the Outstanding Faculty Award two times from students and alumni, and received the Outstanding Professor Award three times from the Student Government Association. In addition, Professor Albro received the Phi Beta Lambda Faculty of the Year Award in 1978. Professor Albro was further honored by being named the V.S.C. Faculty Fellow in 2002-2003, whereupon he delivered a presentation on the Irish Potato Famine that was very well received.



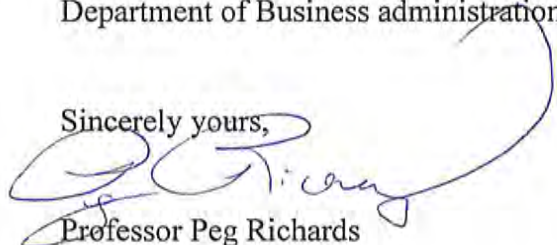
Professor Albro's contributions to the college community and his profession are equally significant. He served as Faculty Assembly Vice President and President multiple times, served as the Chairperson of the Department of Business Administration numerous times, served on many committees, and performed many consulting roles on behalf of the college as well.

Professor Albro was deeply committed to writing and, as such, he served as a driving force in establishing writing as a critical component to a college education at Castleton. Professor Albro assisted in the development of Castleton's Writing Intensive Curriculum and served on the Writing Committee from its inception until his retirement. From facilitating the revision of the college's Vision and Mission Statements, to offering Faculty Development Workshops, to serving on a number of search committees, and myriad other college-wide projects, Professor Albro was at the center, aiding in the growth and development of the college. Professor Albro was also a very active private consultant, aiding hundreds of businesses in Vermont in their quest to improve.

Professor Albro's focus was not on the college alone, however. In the early 1990's, he traveled to Zelenograd, Russia to serve as a consultant to the Institute of Electronic Technology. Closer to home, Professor Albro was a very active community member, contributing thousands of hours in his roles as Moderator for the Town of Hubbardton, Vermont and as a member of the Castleton and Hubbardton Volunteer Fire Departments.

Professor Albro's impact on Castleton, the Vermont State College System, and the broader community was felt far and wide and is still felt today. It is for this reason and more that the Department of Business Administration strongly recommends that you honor Professor Paul D. Albro with the status of Professor Emeritus. I submit this request on behalf of the entire Department of Business administration. Thank you for your consideration of this matter.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Peg Richards", with a large, sweeping flourish extending to the right.

Professor Peg Richards

Department Chair

Department of Business Administration

Castleton State College

VERMONT STATE COLLEGES
BOARD OF TRUSTEES
RESOLUTION

Emeritus Status for Professor Paul Delaney Albro

- WHEREAS, Professor Paul Delaney Albro retired from Castleton State College in 2010; and
- WHEREAS, Professor Paul Delaney Albro provided distinguished and outstanding service to his students, to Castleton State College, to the larger Castleton community, and to the Vermont State Colleges for 33 years; and
- WHEREAS, Professor Paul Delaney Albro has earned the highest respect from the Castleton State College community, is held in the highest regard by students and colleagues, and continues to contribute to the life of the College after retirement; and
- WHEREAS, Professor Paul Delaney Albro meets the criteria established by the Board of Trustees for Emeritus Status; therefore, be it
- RESOLVED, That the VSC Board of Trustees grants the title of Professor of Humanities Emeritus to Paul Delaney Albro as of this date, May 23, 2013.

May 23, 2013

C. ITEMS FOR INFORMATION AND DISCUSSION

1. Report of the May 15, 2013 Meeting of the Priorities Committee

Chair Moore called the meeting to order at 2:14 p.m.

Present: Trustees Gary Moore, Tim Jerman, Martha O'Connor, Heidi Pelletier, Linda Milne, Nick Russo; Chancellor Tim Donovan

Members of the Public: Tess Conant

The Committee discussed the conduct of the May 23rd Board of Trustee committee and board meetings, including the agenda and the workflow necessitated by committee meetings' immediately preceding the full board meeting.

The Committee also affirmed an August 1st meeting to be held at the VSC offices. This meeting will not have accompanying committee meetings, college reports, or action agenda items. It will focus on the VSC Strategic Inquiry and plan for the Board's September retreat.

The Chancellor discussed upcoming budget approvals, in particular, the Vermont Technical College budget within the context of a three-year business plan to return the college to fiscal stability.

Trustee Pelletier moved for the committee to go into executive session for the purpose of discussing personnel evaluations and to include all trustees in attendance and, for a portion of the meeting, the Chancellor. Trustee Milne seconded and the committee voted unanimously to accept the motion. The committee went into executive session at 3:08 p.m.

Chancellor Donovan left the committee meeting at 5:05 p.m. The Committee exited executive session at 5:30 p.m., took no actions, and adjourned.

2. Report of the May 23, 2013 Meeting of the Audit Committee
3. Report of the May 23, 2013 Meeting of the Finance and Facilities Committee
4. Report of the May 23, 2013 Meeting of the EPSL Committee
5. Report of the May 23, 2013 Meeting of the Nominating Committee
6. Report of the Vermont State Colleges Student Association
7. Report of the Chancellor
8. Reports of the College Presidents
9. Other Business
10. Comments from the Public
11. Date and Place of Next Meeting

Thursday, August 1, 2013, 10 a.m.
Office of the Chancellor, Montpelier, VT



Report to the
BOARD
 of
TRUSTEES

May 2013

Executive Summary

As we draw nearer to the close of spring semester we're also witnessing the opening of new chapters of many of our students' lives. In just a few short weeks, over 500 students representing every Vermont county, multiple states in the nation, and numerous countries from around the globe will receive degrees from CCV. For many, they're the first in their families to attend college. Some have returned to the classroom after tours of duty in Iraq, Afghanistan, and elsewhere. And others have completed this goal while balancing the competing interests that life often presents us with.

Despite these different backgrounds, for all of these individuals there is a commonality that exists which will become more apparent to

them in the days that follow commencement: As college graduates, the world will reward them like never before with opportunities to utilize the knowledge and skills they've gained at CCV, and with those skills and that knowledge, they will be better prepared to choose a path moving forward that best suits their desires.

In thinking more about this subject I've come to realize that these words, opportunity and choice, while being key elements of our graduates' next chapters, also

CONTENTS

- STEM Internships Get CCV Students Out in Nature and Into Laboratories
- Worthy of Note
- Faculty & Staff News
- Exposing Students to the Art & Craft
- CCV In The Media

embody everything that CCV is. We are an institution devoted to providing opportunities to all who choose to accept them. In this report you'll learn of four students who've been given the opportunity to experience and participate in university-level, STEM research through summer internships with Vermont EPSCoR. You'll also be introduced to a service learning project taken

students. However, at CCV, as it is at Johnson, Castleton, Lyndon, and Vermont Tech, the way in which we present these opportunities and choices to our students is unique. In the past few months I've witnessed hundreds come together to try food from around the world at the CCV Winooski International Food Festival, and I've seen Governor Shumlin present career readiness



Gov. Peter Shumlin addresses a group of Williamstown Middle High School students at the State House. Photo by Josh Larkin

on by CCV Rutland students who chose to

pursue their objectives with such tenacity that they exceeded their goal twice over. And you'll meet Kurt Budliger, an award-winning landscape photographer who teaches at our Montpelier academic center, sharing his expertise behind the lens so that students can learn to create images that express the photographer's intent and captivate viewers.

These concepts—opportunity and choice—and how they fit in higher education are not unique to CCV. In fact across the Vermont State College system I see projects and programs that reflect these ideas put in place for the explicit purpose of providing better education to

certificates to some of our younger students who completed a pilot project run in conjunction with Williamstown High School. I'm also happy to report that the Accrediting Bureau of Health Education Schools (ABHES) recognizes the quality of CCV's offerings, as evidenced by the College earning accreditation for its A.A.S. in Medical Assisting program. As of early

April, CCV is the first institution in Vermont to offer an accredited medical assisting program, and the first community college

in the nation to earn ABHES programmatic accreditation.

These are only a fraction of the offerings that CCV has for its students, and I'd be happy to discuss others with you in another forum. That being said, if you'd like to truly understand the opportunities and choices that CCV brings to the table and how they can positively affect Vermonters on a day-to-day basis, I'd ask you to please join me on June 1 at our commencement ceremony, where you'll have the opportunity to meet and hear the stories of students who chose to better themselves through higher education.

A man with brown hair and a green hoodie is looking directly at the camera. He is holding a small amount of brown sediment in his cupped hands. The background is a river with a wooded bank.

STEM

INTERNSHIPS

Get CCV Students

Out in

NATURE

and Into

LABORATORIES

CCV Winooski student David Gullerat will be studying suspended sediments in the Winooski River during the summer of 2013 through an internship with Vermont EPSCoR. Photo by Josh Larkin

David Gullerat grew up doing what young country kids do: roaming the fields and meadows around his home looking at bugs and crayfish, canoeing and fishing on a local lake, and generally just exploring what nature had to offer. Now, as an adult, he'd like to do that same thing for work, and this summer he'll get a little taste of what that's like.

"I'm really excited about actually doing some work in this field and hopefully it can end up turning into a good career," said Gullerat, a 40 year old CCV Winooski student and Navy veteran. "I'm excited, it should be a really good thing for putting on a résumé and as far as the educational part goes, a little feather in my hat."

Gullerat, along with three other CCV students, has been selected by Vermont EPSCoR to work as an intern this summer in the organization's Research on Adaptation to Climate Change (RACC) program. According to RACC Director Miranda Lescaze, the four students will be working in watershed areas around the state collecting water samples, analyzing data, answering research questions, and creating final presentations that in the end will give them, and the state, a better grasp on the challenges climate change poses for the region.

"With climate change we expect to see more frequent and more severe storms," Lescaze said. "The goal is to better understand the effects of climate change on the Lake Champlain

watershed basin."

Lescaze said the RACC internships are multidisciplinary and draw students in from all across the state. The internship process is facilitated through the Vermont EPSCoR Center for Workforce Development and Diversity, which Lescaze said works to expose students to active university research and to encourage those from all walks of life—veterans, first generation students, and others—to pursue careers in science, technology, engineering, and mathematics (STEM).

"I think it will be good for me to learn about different types of research methods that I can use in the future, because I definitely don't plan to stop with a career in dental hygiene, I'd like to become a doctor or a dentist one day.

- Stephanie Cooke

Stephanie Cooke fits that bill. The twenty-year-old Northfield native is a first generation TRIO student who's gearing up for commencement next month, when she'll be receiving an associate degree in liberal studies. After that, she'll be heading on to Vermont Tech to study dental hygiene. But that's after she spends a summer on the Lamoille River with her research team.

"I'll be working in the program based out of Johnson State College called Land Use, Stream Water Quality and Sources of E. coli in the Lamoille River Basin," Cooke said. "That wasn't the one that I applied for, but when I got accepted and saw that they put me in the Johnson program, I read the description again and it definitely sounds like it fits my background perfectly."

That's because while she's earning a degree in liberal studies, Cooke's passion is for science.



Stephanie Cooke is a first-generation college student who will be working on a Vermont EPSCoR project on the Lamoille River. Photo by Josh Larkin

“Research in any aspect is interesting to me and it’s something that I’ve wanted to continue with ever since I started taking laboratory classes here at CCV,” Cooke said. “I think it will be good for me to learn about different types of research methods that I can use in the future, because I definitely don’t plan to stop with a career in dental hygiene, I’d like to become a doctor or a dentist one day.”

Back on the western side of the state Gullerat will be working on a project based out of Saint Michael’s College titled Effects of Storms on Suspended Sediments in Streams. Gullerat, who’s worked as a hired-hand on dairy farms in the past, says he’d like to eventually go on to work with farmers on implementing environmentally conscious solutions to common agricultural situations that can result in harmful runoff

entering lakes and streams.

“I think farmers take a lot of blame for the environmental problems, because everyone knows they put fertilizer on the fields, and they’re the easiest people to blame,” Gullerat said. “So I’d really like to help minimize the flak that farmers get and help them implement some of these simple solutions.”

Lescaze said that by the time Cooke, Gullerat, CCV students Lucas Jackson and Patrick Murphy, and the 38 other interns working with Vermont EPSCoR are done this summer, they’ll have spent ten weeks fully integrated into research teams working around the state on climate change-related projects. During that

time, she said, they'll be in the field collecting samples, they'll be in labs analyzing those samples, and they'll be in classrooms researching questions such as: What are the historical trends in hydrographs of streams in the Missisquoi and Winooski watersheds?

"It's an intense experience, full-time research," Lescaze said. "But we've had great feedback from past interns, and they'll leave with real research skills."

Which sounds exactly like what Cooke and Gullerat are after.

"I am really interested in the new, emerging techniques used in science these days and all of the scientific and medical advances our society is making," Cooke said. "I'd love to be a part of that, and I'd love to eventually use my education to do research in a medical field."

"I'm a physical guy," Gullerat says, "and this is a hands-on project out in the field, so that's exciting."

And for both Gullerat and Cooke, the internship, and their CCV educations, are a means to an end, that end being a career in a STEM field.

"If I could get paid for going out and walking around in nature," Gullerat says, "exploring and taking samples from streams and rivers, if I can get paid for that, yeah, that's like a dream job."



also on
CCV
NOW

A Dogged Devotion to Community Pays Off For CCV Rutland Students and Vermont K9s

As it turns out, the Rutland area is full of dog people. At least that's what students in Rosalie Fox's Introduction to Sociology course found out from their service learning project this semester.

"It's amazing how everyone came together for this one cause and really put their all into it," said Justeen Kelley, a graduating CCV Rutland student. "No matter who you are or what you do, you can come together for one cause, and if you put in the hard work and you put in the energy, you can make it happen." *Read more...*

Gov. Shumlin Presents Career Ready Certificates to Williamstown Students

On Thursday, March 28, Governor Peter Shumlin presented eleven Williamstown Middle High School students with the Governor's Career Ready Certificate in a ceremony at the State House. The students are the first high school students in the state to receive the certification.

In January the students completed a fifteen-week pilot course that was run cooperatively between Williamstown Middle High School and CCV. During the course students worked with faculty from both institutions on a variety of tasks such as microcomputer applications, effective speaking, résumé writing, and more, all in an effort to earn both an ACT National Career Readiness Certificate (NCRC) and a Vermont Governor's Career Ready Certificate (GCRC). Learn more about the pilot program on CCV Now.

At the March event, Shumlin praised the students for their hard work and explained how

important post-secondary training would be to them when competing for the jobs of the future. After photographs with the Governor, the students met with Vermont legislators for a roundtable discussion about the pilot program.

Radio Personality and Author Tom Bodett To Speak At CCV Commencement

CCV will hold its 46th commencement

ceremonies at Norwich University's Shapiro Field House on June 1, 2013. The College is pleased to announce that radio personality and author Tom Bodett will deliver the commencement address and CCV Montpelier student Karri Benoir will speak for the Class of 2013.

Bodett began his national broadcasting career as

worthy of
NOTE



Radio personality and author Tom Bodett will give the 2013 Commencement address.

a commentator for NPR's evening news program "All Things Considered" in 1984. His voice has also been heard on Saturday Night Live, Steven Spielberg's Animaniacs and several Ken Burns' documentaries. The author of 7 books and 15 audio titles, Bodett is currently a cast member of NPR's satirical weekend news quiz, Wait, Wait... Don't Tell Me, and a regular blogger at cartalk.com. He has also been the spokesman for the Motel 6 lodging chain, repeating "we'll leave the

light on for you” the last 27 years. When he still did honest work for a living in Alaska he was at various times a cannery worker, fisherman, logger, radio repairman, hardware store clerk and a house builder. He recently retired from 7 years on the Dummerston, Vermont Selectboard and lives there in the middle of a hayfield with his long-suffering wife and children.

Karri Benoir is a 21-year-old student from Barre, VT who started at CCV in January 2011 and will be graduating with an A.A. in Liberal Studies. She has served as a work-study student at CCV-Montpelier since September 2011 and feels that CCV has given her the opportunity to grow not only academically, but also professionally and socially. Through her journey at CCV she gained self-confidence and has truly valued the time she has spent as a member of the CCV community. Karri plans to transfer to Johnson State College in the fall of 2013 to pursue a B.A. in Professional Studies. She hopes to go on to a career in marketing and advertising, where she plans to utilize some of the skills she learned working in Marketing and Communications at CCV.

Patricia Moulton Powden, director of workforce development at the Brattleboro Development Credit Corporation has been chosen as this year’s Community Service Award recipient. Prior to this work, Pat spent 10 years in state government serving in appointed positions at a variety state agencies. In her career, she has been appointed to serve Vermont by four different governors from both political parties. Pat’s passion is her work in economic and workforce development having worked on

the local, regional and state levels for 31 years to help create meaningful jobs for Vermonters.

Faculty member Kate Bradley and students Justin Corcoran and Bethany Towne have been selected to receive CCV’s Service Learning Awards for this year.

Over 500 students representing all Vermont counties, multiple states and countries will be awarded associate degrees at the ceremony, which will begin at 2:00 p.m. at Norwich University’s Northfield, VT campus.

National Symposium Considers Authorization of Distance Education

A national symposium on state authorization of distance education held in Indianapolis in April addressed crucial issues of quality assurance and consumer protection in the delivery of online courses. Eric Sakai represented the Vermont State Colleges as part of a three-person Vermont delegation that included Cathy Hilgendorf, of the Vermont Agency of Education, and Bill Clements, of Norwich University. Forty-seven states sent delegations to the symposium.

States have the authority to regulate the delivery of distance education, and many do, often requiring review processes and substantial fees to out-of-state institutions offering online courses. However, the regulations, procedures, and fees for delivering distance education vary dramatically from state to state, and institutions currently must obtain authorization from each state that requires it, if an online student is a resident of that state.

The federal Commission on the Regulation

of Postsecondary Distance Education issued a report in April recommending a State Authorization Reciprocity Agreement (SARA) that would simplify and streamline the distance education authorization process by giving oversight responsibility to the four regional higher education compacts, including the New England Board of Higher Education (NEBHE). Institutions that are members of one of the regional compacts and that comply with its requirements for delivering distance education would be authorized to offer online courses to residents of states that are members of one of the other regional compacts.

Implementation of SARA will proceed over the coming year, with discussions continuing among and within the regional compacts. An informational meeting for representatives of Vermont colleges and universities has been planned for June 7. Given the increasing scrutiny of distance education by the U.S. Department of Education, as well as by many states, the issues of authorization and how to manage it credibly and efficiently are of considerable concern to CCV and the other Vermont State Colleges, all of which either offer or plan to offer online courses and programs.

CCV Student Robbianne Waters Awarded Vermont Campus Compact Engaged Student Award

On April 12 at the Vermont Campus Compact's inaugural Engaged Campus Forum, CCV Upper Valley student Robbianne Waters received the organization's Engaged Student Award in recognition of her active participation

in and contribution to the CCV community.

Waters was nominated by her academic advisor, Kate Hughes, who said her "personal story and determination to succeed are nothing short of inspiring." During her time at CCV Waters has served as a student orientation leader, participated in student panels for visiting middle and high school students, and served as an active member of the Student Advisory Board.

CCV's Medical Assisting Program Receives National Accreditation

CCV's Associate of Applied Science degree in Medical Assisting received national programmatic accreditation in April from the Accrediting Bureau of Health Education Schools (ABHES). With this designation, CCV becomes the only institution located in Vermont to offer an accredited Medical Assisting program.

The Medical Assisting program underwent a rigorous review process to become the first of CCV's programs to receive additional programmatic recognition. As a result, graduates of CCV's Medical Assisting A.A.S. program will now be eligible to complete credentialing examinations to become either Registered Medical Assistants or Certified Medical Assistants.

"CCV is the first community college system to earn ABHES programmatic accreditation for its Medical Assisting program," said ABHES Executive Director Carol Moneymaker. "Successfully completing this systematic process demonstrates a level of educational quality and training that enables graduates to obtain the skills and competencies required to become qualified

medical assistants.”

Medical Assisting is a growing field in Vermont with a projected 10-year growth of 23 percent ([Vermont Department of Labor](#)). The program includes two internships, providing students with opportunities to work in the field and gain both administrative and clinical on-the-job training.

“Enrollment in our medical assisting program was robust with over 100 students enrolling

when the program began in fall 2012. There is a real need for trained workers in this field both in Vermont and nationally,” said CCV Academic Dean Linda Gabrielson. “This is a quality program that leads to a valuable degree and strong career opportunities, and the ABHES accreditation serves to reaffirm these points.”



Cultural Diversity and Eats on Display at CCV Winooski's IFF

When Laura Socinski and her son Antonio joined Melissa Deblois and her family for a night out, they could not have imagined the sense of home they'd experience during dinner at CCV Winooski's 13th annual International Food Festival (IFF).

Eating CCV student Richard Whiting's [pupusas](#) while watching the CCV Study Abroad

slide show, Antonio alerted his mother “Hey, isn't that where you grew up?”

Pointing at a photograph of a town center in Mexico, 10-year-old Antonio insisted the photo was his mother's hometown, the place they recently visited. Laura agreed how familiar the scene looked, but how could that be.... As it turned out, the photograph showed some CCV

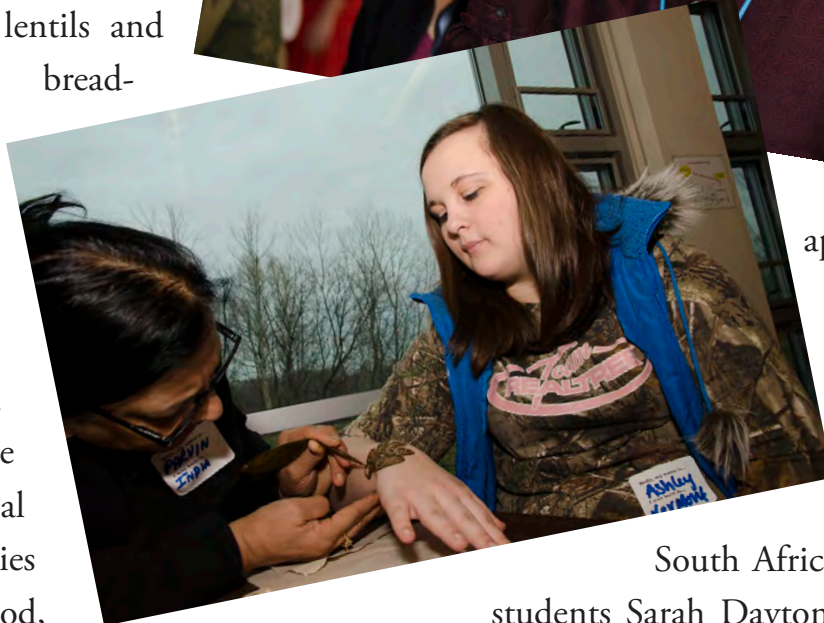
students in Querétaro, a north central Mexican state the group had visited with Mario Martinez and Marianne Dimascio on their study abroad trip to Mexico a few

years ago! Delightful expressions on the faces of mother and son were the perfect gift to IFF committee planners.

Festival goers also received another gift when CCV student Girma Meskelle and his wife Wesi arrived around 5:00 pm with a large pot of steaming steak stew with lentils and injera--Ethiopian bread--enough to serve everyone twice. Dressed in traditional clothes, Wesi and Girma delighted in serving the home cooked meal while sharing stories about their food, clothes and country with people in line. The following day, Girma stopped by Amy Stuart's office, smiled wide and said, "Of course we'll help next year!"

Over the course of the two-plus hour event,

more than 175 people streamed through the doors of the Sadie White room, including students and guests from Tanzania, Zimbabwe and China. In a rear corner of the space, Heather Mattison's Early Childhood Education students designed international craft activities that entertained small and big hands alike. In the front of the room, those entering could participate in a raffle for four tickets to Cirque Zuma Zuma at the Flynn Theater



or veer left to visit with Parvin Pothiwala who created intricate henna designs on attendees while onlookers munched on her always-appreciated samosas.

Closing out the evening was Amity Baker's select chorus, who took to the stage to perform two songs, including a

South African wedding song. CCV students Sarah Dayton and Rubina Saini took the IFF planning committee work to new levels and have laid the groundwork for CCV student leadership for next year's festival.

FACULTY & STAFF NEWS

- CCV Winooski faculty member **Jody Prescott** published an article titled “NATO Gender Mainstreaming and the Feminist Critique of the Law of Armed Conflict” in the Volume XIV, Number 1 of *The Georgetown Journal of Gender and the Law*.
- **Kate Kennedy**, who teaches criminal justice courses at CCV Montpelier, was awarded the 2012 Pro Bono Service Award from the Vermont Bar Association.
- **Phil Crossman**, who teaches online history courses, has been awarded a National Endowment for the Humanities Workshop grant to attend a two-week seminar focused on the history of the Underground Railroad and abolitionism.
- **Scott Lobdell**, who teaches English and Dimensions of Work in Rutland, has been appointed to the Governor’s Veterans’ Advisory Council.
- CCV instructor **Trish Hopkins** earned her PhD in post-secondary and adult education from Capella University. Hopkins’ dissertation study focused on the reasons and rewards for online instructors who choose to work in this new educational landscape.
- CCV faculty member **Clair Dunn**, who teaches Web Development and Design, Graphic Design, and Typography in St. Albans, has just published an Amazon Kindle Book titled *An Encaustic Studio for the Starving Artist*. A showing of Dunn’s work titled Black and White River, will also occur at the Zollikofer Gallery at the Hotel Coolidge from May 17 through June 17.
- Assistant CTO **Tony Harris** was a presenter at the 5th Annual Language Creation Conference held in Austin, TX in May. Harris’s presentation was titled “Living Your Language” and focused on the techniques and strategies used to become fluent in a language when not living in an area in which the language is spoken.
- **Susan Weiss**, who teaches English Composition at CCV Winooski, has cofounded a literature group in Chittenden County. In February she produced the group’s first literature series called “Off the Page.” She was a featured reader for the March event.
- **Jeannie Jenkins**, Coordinator of Academic Services in Bennington, was elected to the Bennington County Industrial Corporation Board of Directors at their annual meeting in April. BCIC serves as the Regional Economic Development Partner for Bennington County.
- The CCV Bennington **Student Advisory Board** held a CCV Community picnic on Sunday, May 5 to celebrate the end of the semester. Over 30 CCV students, faculty, and staff attended. Lawn games, hot dogs, and baked beans reigned.

EXPOSING STUDENTS



“Most people’s experience with imagery is in advertisements in magazines, and photos in newspapers, and in their own family photos,” says Kurt Budliger. “They see these great pictures in magazines, and then they see their own photos, and they don’t match up.”

For Budliger, a professional photographer working in the Northeast, this is a situation that can be corrected, and it’s a key element of his teaching at CCV.

“To be a great photographer is not so much getting the key to the secret lock, it’s time on task, it’s just hard work,” Budliger said. “You just have to devote yourself to making photographs everyday, all the time, to developing your eye and developing your vision.”

For over six years students taking Digital Photography I and Digital Photography II at CCV Montpelier have had the opportunity to learn from one of the state’s top working photographers. Budliger, who runs his own [photography business](#) and regularly publishes images in *Eastern Flyfishing* magazine and *Vermont Life*, has been published on National Geographic Adventure and was recently featured in an article in *Outdoor Photographer*. Those experiences, along with his time working the wedding circuit, stringing for newspapers, and selling stock and fine art prints have given him a broad base of experience to draw on and expose students to in the classroom and the field.

“I shoot a pretty broad variety of images, everything from nature and landscape, to photojournalism, editorial work, portraits, and weddings,” Budliger said. “And my students, they’re interested in a variety of different kinds of photography, so in Digital I we explore a lot of those genres throughout the semester. And I tell them ‘shooting action sports may not be your favorite, but it will give you good exposure,

help them grow as photographers while building on their understanding of composition, exposure, and light.

And lots of those who’ve spent time studying under Budliger have left as better photographers – many Digital Photography I students fall in love with the art and return for Digital Photography II, and others, Budliger noted, take up photography as a career, like former student Brooke Kaltsas

who launched [TruckieLoo Photography](#) after learning from him.

Despite the area being a small and relatively tight market for photographers, Budliger says he’s got no concerns about teaching those who might be future competition at some point. And there are a couple of good reasons for that.

“All of my mentors have always been really open and never really perpetuated that whole myth of trade secrets

or the magician not giving up his secrets to the understudy,” Budliger said. “All of my mentors were really open in sharing their knowledge, so I feel like it’s kind of my duty to sort of give back in that way.”

And the second reason? Well, that’s one Budliger shares with most teachers in any field: the end result.

“It’s pretty rewarding and exciting to see them get excited about images that they’ve made.”



Kettle Pond in Groton, Vermont. Photo by Kurt Budliger

it’s going to let you dip your toe in those waters and it’s going to make you a better photographer.”

And that’s what the coursework in Budliger’s classes is designed to do. In Digital Photography I students learn the basics of digital photography through fieldwork, in-class tutorials on technique, lots of looking at photographs, and regular shooting assignments followed by intensive critiquing sessions. In Digital Photography II, students are free to explore themes and genres that interest them as individuals and that will

CCV IN THE MEDIA

College life proves a difficult transition for returning veterans

Burlington Free Press, May 12, 2013

As a teenager, Jeff Deslauriers made the honor roll at South Burlington High School several times, but when he finally plunged into higher education last year after a long interlude, he found out he wasn't as college-ready as he wanted to be.

Reiss: A pipeline full of gas and our sustainable future

VTDigger.org, May 06, 2013

I attended the Public Service Board's meeting a while ago (March 21 public meeting 7970 at CVU High School) where most of us had a chance to let the board know how we felt about Vermont Gas Systems' proposed pipeline through Hinesburg and surrounding towns. I am a Hinesburg resident and do not support the gas pipeline as it is presently being proposed.

CCV's Medical Assisting program first such accredited program in Vermont

Bennington Banner, May 2, 2013

The Community College of Vermont's Associate of Applied Science degree in Medical Assisting received national programmatic accreditation this week from the Accrediting Bureau of Health Education Schools. With this designation, CCV becomes the only institution located in Vermont to offer an accredited Medical Assisting program.

CCV Rutland students collect over \$2,000 for K9 vest initiative

VTDigger.org, May 2, 2013 – PRESS RELEASE

Earlier this year students in Rosalie Fox's Introduction to Sociology course at the Community College of Vermont's Rutland academic center partnered with the Vermont Police Canine Association on a service learning project to raise funds for the purchase of protective vests for Vermont police dogs. Students will present Bob Ryan, treasurer of the Vermont Police Canine Association, with a check for the money raised to date at 10:00 A.M. on May 2, in a ceremony being held at CCV Rutland. Donations will continue to be accepted until Memorial Day.

CCV welcomes student veterans

Barton Chronicle, May 1, 2013

Community College of Vermont (CCV) has long prided itself on the support it offers to students. Now it recognizes that in the post 9/11 world, the types of services it offers should accommodate the

specific needs of veterans looking to continue or broaden their education.

Bennington couple juggles work, family to continue studies together

Bennington Banner, May 1, 2013

A local couple who simultaneously graduated with associate degrees from Community College of Vermont last year will now be earning their bachelor's this month before heading off to graduate school together in the fall.

Jumpstart -- Community College of Vermont is giving high school students a taste of higher education - for free

The Newport Daily Express, April 30, 2013

High school students looking for a jumpstart on college may take one free three- or four-credit course at Community College of Vermont (CCV). The value of the course is \$700 for three credits and \$900 for four credits.

Report: Young women are not prepared for financial independence

Burlington Free Press, April 29, 2013

Vermont's 91.4 percent high school graduation rate is tops in the nation but too many young women complete school without a blueprint for financial independence or the know-how to balance their own checkbooks.

Downtown business proposed by Southern Vermont College

Rutland Herald, April 27, 2013

Select Board members have expressed support for a possible downtown project that could involve Southern Vermont College, Bennington College and the Community College of Vermont and make Bennington feel more like a "college town."

Teens learn to use social media for a good cause

Burlington Free Press, April 26, 2013

Ani Keshishyan has seen corruption in politics, the workplace and education in her home country, Armenia. People make bribes to land jobs, enter university and earn passing grades on exams they've flunked, the 16-year-old said.

Vermont Gains \$40 million In Federal Tax Credits To Spur Privately Funded Economic Development Projects That Will Create Jobs In Communities With High Unemployment

VTDigger.org, April 25, 2013, also appeared on Sen. Leahy website PRESS RELEASE

Sen. Patrick Leahy (D), Sen. Bernie Sanders (I) and Rep. Peter Welch (D) Wednesday announced that Vermont Rural Ventures will receive \$40 million in federal tax credits to spur economic development projects throughout the state.

CCV Morrisville students hold two events to support the homeless

VTDigger.org, April 25, 2013 – PRESS RELEASE

Homelessness has been on the rise across the nation, in Vermont, and in Lamoille County. In response, students in CCV Morrisville's Macroeconomics class have been working with Seeds of Change and the Housing & Homelessness Coalition to organize a community discussion on homelessness and with Get Your Shit Together (GYST) to organize a camp-out to raise awareness and funds for the cause.

College Students Study Cultural Change At Home

Orleans County Record, April 24, 2013

Susan-Lynn Johns wanted her students to study cultural change up close. So her class at the Newport City campus of Community College of Vermont tackled the most interesting cultural change to happen in this area in a long time—the economic development coming to Newport City and the entire Northeast Kingdom and what it will mean to area residents.

Vermont plan to limit welfare-to-work draws fire

Boston.com, April 21, 2013 – Also appeared in *The Bennington Banner*, *The Brattleboro Reformer*

For Roslyn Haldane and Jen Grey, a plan by Gov. Peter Shumlin's administration to put new limits on a welfare-to-work program could create a nasty domino effect.

Winning an Education Against All Odds

Vermont Woman, April/May 2013 Issue

Lack of childcare. No money for books. Family pressure to stay home or go to work instead of "wasting time" in college classes. Lack of examples to follow when no one else in the family has gone to college. A struggle with English as a second language. Physical disabilities that make getting to class virtually impossible. Bad experiences in primary and secondary education. Self-doubt.

Students learn about education and jobs at Career Summit

Bennington Banner, April 17, 2013

Dozens of professionals from various fields gathered at Bennington College Thursday for the Ninth Annual Sophomore Career Summit to inspire high school sophomores and open their minds to the future opportunities that await them.

Praise for principal, students past and present

Rutland Herald, April 15, 2013

Here comes the part of my job when I get to thoroughly embarrass someone, not for doing something wrong but for doing something right.

Kristen Caliguiri has been named the Elementary Principal of the Year by the Vermont Principals' Association.

CCV's Medical Assisting program becomes the first accredited medical assisting program in Vermont

VTDigger.org, April 14, 2013 – PRESS RELEASE

The Community College of Vermont's Associate of Applied Science degree in Medical Assisting received national programmatic accreditation this week from the Accrediting Bureau of Health Education Schools (ABHES). With this designation, CCV becomes the only institution located in Vermont to offer an accredited Medical Assisting program.

Bennington Select Board to tackle some goals for the downtown

Bennington Banner, April 11, 2013

The Select Board agreed Monday to look into wireless Internet in the downtown, work with area colleges to open a downtown store and set up a multi-board meeting with school boards.

Martel of St. Albans appointed to State Women's Commission

The St. Albans Messenger, April 6, 2013

Speaker of the Vermont House Shap Smith has appointed Danielle Martel of St. Albans to serve on the Vermont Commission on Women.

Commissioner Martel currently serves as President of Franklin County's branch of Business and Professional Women (BPW), which strives to achieve equity in the workplace through advocacy, education, and information. Commissioner Martel manages many different BPW committees, coordinates meetings and events, helps raise awareness and awards scholarships for community members.

Strolling into the River Garden?

Brattleboro Reformer, April 05, 2013

Strolling of the Heifers might have a new place to rest its udders in between parades. The organization, which hosts the annual June stroll down Main Street, the Slow Living Expo and the agriculture business competition, wants to make a bid to take over from Building a Better Brattleboro the Robert H. Gibson River Garden.

Principal was right on

The Barre Montpelier Times Argus, April 4, 2013

LETTER TO THE EDITOR: I graduated from Williamstown High School in 1999, went on to receive a bachelor's degree, an MBA, and am a dissertation shy of completing my doctorate. I bring this education history up because I was incredibly disappointed to see the reactions of those from Williamstown to the comments of the current principal, Scott Lang, about the realities of the prevalence of education in that town.

Vermont Commission on Women welcomes new commissioners: Nancy LaVarnway and Danielle Martel

VTDigger.org, April 3, 2013

PRESS RELEASE: The Senate Committee on Committees, comprised of Lieutenant Governor Phil Scott, Senate President Pro Tempore John Campbell and Senator Richard Mazza, has appointed Nancy E. LaVarnway of Northfield to serve on the Vermont Commission on Women (VCW).

One-on-one computer coaching returns to Brooks

The Commons, April 3, 2013

Through the auspices of e-Vermont and a grant from the Vermont Community Foundation, Brooks Memorial Library is able to offer one-on-one computer coaching with a skilled student intern from Community College of Vermont.

Willette and Harrington promoted at New Directions

VTDigger.org, April 2, 2013

PRESS RELEASE - New Directions, an innovative training and workforce development firm, announces the promotion of Penny Willette and Matthew Harrington. Willette moved from Office Assistant to Office Manager and Harrington moved from Business Development Manager to Director of Business Development and Operations.

CCV classes invest in Vermont police dogs

Rutland Herald, April 1, 2013

Canines have been a main topic of conversations at the Community College of Vermont as three classes recently banded together to educate themselves and the public on the importance of police dogs in Vermont.

Fate of student loans hangs in the balance

Rutland Herald, April 1, 2013

Should the U.S. government make a profit from student loans, and if so, how much?

That was the underlying question posed during a Thursday morning round-table discussion between U.S. Rep. Peter Welch, D-Vt., and a 10-member student panel at the Community College of Vermont campus in Rutland.

Rep. Welch looks for stability in student loan rates

Addison County Independent, April 1, 2013

Just listening to these working parents pursuing college degrees is exhausting.

Ava Pehm, 42, of Pittsford is a single mother to two kids, ages 10 and 13. She is pursuing a degree in administrative management from the Community College of Vermont in Rutland and works part-time.

Concerns Raised Over Pending Stafford Loan Rate Increase

WAMC Northeast Public Radio, March 29, 2013

Last year students at colleges across the region, and across the country, became concerned that interest rates on Stafford loans were set to double. Congress blocked the increase - but it was not a permanent measure. Vermont Congressman Peter Welch is renewing his efforts to stop the rate hike.

Springfield makes overtures to Kainen

Rutland Herald, March 29, 2013

Windsor County State's Attorney Michael Kainen had only been on the job a day, but members of the Springfield Select Board wanted to bend his ear.

Student loan rates set to double

WCAX, March 28, 2013

"Affording college is definitely... things are tight. We make it happen. Those of us that have our priorities straight, we make it happen," said Greg Lambert, a student at Community College of Vermont.

Stafford Student Loan Interest Rates Set to Double July 1st

ABC 22, March 28, 2013 – Also ran on Fox 44

It seems like the college degree is the new high school diploma... a requirement for a lot of jobs these days. But the price tag on higher education is mighty high. Vermont's Congressman is trying to ease the pain.

Excuses, excuses – Talk of the Town section

Vermont Today, March 28, 2013

Last week the principal and several staff members from Williamstown Middle/High School had a good excuse for missing school. Today, so do 11 of their students.

11 students graduate from readiness course

Stowe Reporter, March 29, 2013

Academic coordinator Christopher Mooney, of the Morrisville Learning Center of the Community College of Vermont, announced that instructors Jennifer Isabell and Craig Popkess were able to award National Career Readiness Certificates as well as Governor's Career Readiness Certificates to all 11 members of the spring 2013 course.

Vt. students complete career readiness program

Beaumont Enterprise (TX), March 28, 2013 – Also ran on WSB AM- 750 & FM-95.5 (GA), KRXI FoxReno (NV), *Bennington Banner*, *The Barre-Montpelier Times Argus*, *The Rutland Herald*, *Greenfield Daily Reporter* (IN), WJACTV (PA), *Education Week*, WSOCTV (NC), *Danbury News-Times* (CT), KOFX FOX 14 (TX), WFTV ABC 9 (FL), *Greenwich Time* (CT)

At just 15, Shaylee Martin knows she wants to become a preschool teacher. Taylor Beaudet, 16, is interested in graphic design. And Dylan Martin, 17, a senior, plans to be a truck driver after high school.

Rep. Welch to Talk to Students About Rising Costs of College & Student Debt

Fox 44, March 28, 2013 – Also appeared on ABC 22, Peter Welch’s website

With interest rates on some Stafford Student Loans set to double this summer, Rep. Peter Welch today met with Vermont college students in Rutland and pledged to block the increase.

11 ready-to-work Vt. students recognized

Fox 44, March 28, 2013 – Also appeared on WCAX, NECN, ABC 22, VPR, ABC 9 (FL), Beaumont Enterprise (TX), *Greenwich Time* (CT), *Danbury News-Times* (CT)

Eleven Williamstown High School students are being recognized as ready to work after they completed a 15-week pilot program run by their school and the Community College of Vermont.

Community – A Key Part of the College Experience

The Transcript, March 21, 2013

When it comes to higher education, students often feel priced out of choices. Tuition at many four-year colleges and universities is now approaching \$60,000 per year—and as the recent economic downturn has demonstrated, that’s no guarantee of a job.

Castleton

A V E R M O N T S T A T E C O L L E G E

PRESIDENT'S REPORT TO THE BOARD OF TRUSTEES

MAY 15, 2013



FOR QUICK REFERENCE, CLICK A SECTION

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INTRODUCTION

To lead and to serve. What does that look like when put into action? We see examples on campus every day. In this report in particular, we share a variety of stories that demonstrate how Castleton is working to fulfill its purpose. For more than 50 years the nursing program has had a strong reputation for the quality of nurses it produces. But nursing students aren't only found bedside, they are also reaching out to the community through health fairs and simulation demonstrations. In recent years, the ROTC program on campus has experienced a tremendous growth spurt and has garnered attention as one of the state's top programs. The creative, scholarly, and civic pursuits of our faculty provide students with a broad array of engaging learning experiences. Castleton has never been more focused on service, particularly that which uses the college's expertise and resources to address our society's challenges. Members of the women's lacrosse team are a thriving example of such an effort. Finally, as we look to the future, the campus community is collectively committed to a progressive strategy. Everywhere you look you see expansion, improvement, growth. This is the result of a community working together in meaningful and purposeful ways.

STUDENT LIFE

SPRING SEASON CAPS SUCCESSFUL YEAR IN SPORTS



The Castleton sports year came to a close on May 8 as the final three teams of spring bowed out of their respective national and regional tournaments. For the spring, Castleton sent four out of five teams to its respective conference championships. The Spartan men's and women's lacrosse teams each won their conference titles and advanced to the NCAA National Tournament, bringing the year's total to six teams competing on the national stage. In addition to the national prominence, the baseball team and women's basketball team each competed in the ECAC New England Regional tournament, with the basketball team winning the first-ever ECAC Championship in school history. Individually, Castleton garnered 70 all-conference awards including five Player of the Year and three Rookie of the Year awards. Spartan athletes have already garnered 44 conference all-academic awards, with the second semester awards expected in early June.



SPRING WEEKEND FEATURES SUN, FUN, AND FRIENDS

Students enjoyed a variety of festivities under sunny skies during Spring Weekend April 27 and 28. Hundreds of students gathered with their friends for a weekend filled with fun on-campus events hosted by the Campus Activities Board



NURSING STUDENTS HOST COMMUNITY HEALTH FAIR

On April 16 the second-year nursing students at Castleton hosted a health fair in collaboration with the Castleton Wellness Center. The event served as a service-learning project for the community to aid in their Community Health rotation. National and campus-based survey results were presented suggesting that there are 26 factors that affect the academic performance of college students.

HOUSING DEPOSITS ARE IN!

A record number of students made their housing deposit by April 16, which secures their on-campus housing for the 2013-14 academic year. This, combined with a projected record enrollment for the incoming freshman class, suggests all residence halls and pod-style homes will be full this fall.

ACADEMIC AFFAIRS

CASTLETON PLAN UPDATE

Last summer the Castleton campus community began developing a ten-year plan for the college. A vision statement was introduced last fall. Seven college committees, comprised of 59 members, were then created. Committees included: graduate education; undergraduate education; funding; growth; infrastructure; faculty and staff support; and college and town. Each committee held public meeting(s) to solicit ideas from the campus community and share committee member ideas. From those conversations, each committee developed a report that included goals, objectives, tactics, and benchmarks. The committee reports were used to develop a working draft of the Castleton Plan. A draft of the strategic plan will be introduced to the college community for deliberation in fall 2013 through a series of faculty assembly and town hall meetings.



STUDENTS SHARE SCHOLARLY AND CREATIVE WORKS

Undergraduate students presented their best work in research, creative arts, and community engagement projects on May 2. The Scholarship Celebration featured work by 40 students from almost every academic department and program on campus. During the celebration, which will become an annual event, students explained their research, shared digital projects, and visual displays of art. For a complete list of the presenting students and their work [click here](#).



NURSING DEPARTMENT HOSTS HIGH FIDELITY SIMULATION DEMONSTRATION

In April representatives from Laerdal, a provider of medical products and services, demonstrated the use of a high fidelity patient simulator to current nursing students, faculty members, and administrators. Health care agencies from across the state of Vermont were also present to watch second year Castleton nursing program students demonstrate how the mannequin works. As clinical placements for nursing students become a challenge to find, more and more nursing education programs are turning to high fidelity simulation as an alternative. The simulation is designed to imitate the clinical environment and provides students the opportunity to demonstrate knowledge and skills learning in their education program, as well as the opportunity to practice decision-making and critical thinking.

ACADEMIC AFFAIRS

CASTLETON ROTC PROGRAM

The Army ROTC program at Castleton is a detachment of the University of Vermont's Senior ROTC program. Having a physical presence on campus has helped the program grow from one cadet last year, to 12 this year, and an anticipated 20 cadets next year. All courses, leadership laboratories, physical training and field training exercises are held on campus (e.g., water survival, land navigation, color guard). Castleton currently has two students on full ROTC scholarships, with two additional full scholarships to be awarded next year.



FACULTY MEMBER EXPLORES CUBAN AND PERUVIAN CULTURES

Phil Lamy, professor of sociology and anthropology, spent his 20th year at Castleton on an ethnomusicology sabbatical in Cuba and Peru studying cultures through their expressive forms including: music, musical instruments, dance, and art. During his visit, Lamy traveled between the two countries and participated in the "Seventh Sabbatical," an award given to a faculty member whose research is focused on integrating innovative teaching methods. While in Lima, Peru, collecting information and artifacts, he traveled through ancient civilizations, visited the Incan Ruins, and Machu Pichu. He also took classes with the famed Afro Peruvian percussionist, Lalo Izquierdo and Perú Negro, an ensemble that has traveled the world promoting Afro Peruvian culture. While in Cuba, Professor Lamy investigated ways Castleton could introduce students to study-abroad opportunities through not only music, but also a variety of other disciplines.



ENGLISH PROFESSOR PUBLISHES BOOK ON VAMPIRES

Castleton Associate Professor of English, Louis Palmer, released his first book in February. *Vampires in the New World* is a novel that demonstrates how cultural, scientific, and ideological trends are reflected through the ever-changing figure of the vampire. The book takes readers on a chronological journey through history, analyzing American vampire-themed films and literature, such as Bram Stoker's *Dracula* and more recent works such as *Twilight* and *True Blood*. Through his research he was able to make distinct connections between the vampire image and the concerns of each era. As the Gothic Area Chair for the *Journal of Popular Culture*, vampires and other mythical creatures have always interested Palmer, and he plans to continue researching the topic in the future.

ADVANCEMENT

COLLEGE PRIORITIES

The President's Cabinet recently adopted the following priorities for the 2013-2014 academic year:

1. Continue to maximize external resources for the college with the advent of our new College Advancement Office initiatives, rejuvenated pursuit of entrepreneurial ventures, aggressive fund-raising, enhanced grant writing, new website development and prudent enrollment management.
2. Establish the Castleton Plan, guiding the next ten years of the College's development, following up on the NEASC self-study and visiting team evaluation process, integrating the results as part of a new strategic action planning effort for the undergraduate and graduate academic programs and the entire college.
3. Complete the final phase of the College's master plan with the renovation and expansion of dining facilities, the building of lighted outdoor tennis and basketball courts, and the renovation of Leavenworth Hall.
4. Improve the quality of the student experience through support for student research and creative endeavors, continued development of international student program, expanded study abroad opportunities, increased civic engagement and service learning programs, and enhancement of our academic, athletic and other co-curricular programs and student services.
5. Continue to support the regional community, contributing to cultural and economic well-being, through innovative efforts to connect the schools, businesses and communities with the college, not only in Castleton but with a more revitalized effort to connect the college with the city of Rutland and surrounding communities.

GRANTS

Castleton was recently awarded three grants:

1. The NCAA Division III Strategic Alliance Matching Grant totaling \$101,904 was awarded to Castleton for the 2013-2016 grant cycle. The funds will be used to cover the salary and benefits associated with hiring a full-time administrator in the Athletics Department.
2. The National Geographic Education Foundation awarded a \$36,275 grant to Scott Roper, Professor of Geography, to provide operational support for the Vermont Geographic Alliance, which returned to Castleton in 2011.
3. Tim Grover, Professor of Natural Sciences, received a \$22,479 award from the National Science Foundation to provide stipends for two undergraduate students who will spend eight weeks conducting bedrock mapping research in the Adirondack Mountains.

ADVANCEMENT

CASTLETON CONNECTS

One way Castleton stays connected with parents of students is through a publication called Castleton Connects. The newsletter received a make-over this spring and was mailed in March to parents of all current students.

[Click here to read the Castleton Connects newsletter](#)



FACILITIES

SUMMER FACILITY RENOVATIONS

This summer Castleton will renovate two buildings on campus: Huden Dining Hall and Leavenworth Hall. The renovations to Huden Dining Hall will complete phase II of the project initiated one year ago. During the construction this summer, a clear span tent will serve as the dining hall and will be located in the parking lot near Jeffords Center. Lighted tennis courts and basketball courts will also be built this summer near the grassy knoll by the President's home. Leavenworth Hall will have air conditioning added to all classrooms, new windows installed through the building, and new lighting installed throughout the building.

PUBLIC SERVICE



CASTLETON WOMEN'S LACROSSE MAKES A LASTING IMPACT

Fresh off a conference championship and first-ever trip to the NCAA Tournament last year the Castleton women's lacrosse team was poised for another successful season as they returned virtually their entire roster. In addition to the core of veterans, a number of newcomers were expected to make an impact; however, in the early going one person has stood out for her toughness and infectious attitude, despite being the smallest on the field. Lexi Cross has made her presence felt as a part of the Spartans' team despite the fact she has never played lacrosse before or is even old enough to attend Castleton. This year the 10-year-old became a part of the squad through Team IMPACT, a non-profit organization whose mission is to improve the quality of life for children facing life-threatening illnesses by pairing them with a college athletic team. Lexi was diagnosed with Primary Ciliary Dyskinesia at age four and has Relapsing Polychondritis, conditions that have kept her from ever taking part in organized sports, until now.

This year the women's lacrosse team drafted Lexi to be a part of their squad. The idea was the brainchild of sophomore Chelsea Fisher. She heard about the organization from a friend and was immediately interested in trying to get her team to participate as she thought it could be a great experience for everyone involved. Fisher became the ambassador between Team IMPACT and the Spartans, providing the follow-through necessary to draft Lexi in time for the spring season. The early success of her efforts was evident in a note that Lexi's mother Kelley recently wrote to the Castleton athletic department. "The women's lacrosse team has taken Lexi under their wing and made her a part of their team," said Cross. "These women have given my daughter a sense of belonging she has never felt before. After her first practice with them she said to me 'mom I finally belong somewhere.' They have given Lexi so much more than a place on the team. I just thought everyone should know how amazing these women are and not only for their amazing moves on the field."

The players on the team however are quick to assert that Lexi has been as much a source of inspiration for them as they are to her. "She's just so inspirational with all she has been through," said junior co-captain Sarah Clark. "It's kind of cool to have someone we can look at and admire who is younger than us." "Sports helped make us who we are and she doesn't have that chance, so giving her that opportunity is a way we can give back," said sophomore Maddy DaCosta. So far this year Lexi has attended practices and games, helping with various sideline tasks, while also taking the time to bake cookies and make bracelets for team members. Freshman Meghan Els, who is from Long Island, was moved when she and a few teammates were able to visit with Lexi's family at her house. "They were very welcoming to us," she said. "It just felt really nice to be part of a family while going to school so far from home."

PUBLIC SERVICE

RIGHT TO PLAY AT CASTLETON HOSTS BAREFOOT SOCCER GAME

The Right To Play at Castleton raised \$3,000 in support of Right To Play America by hosting a barefoot soccer game on Sunday, April 28, at Spartan Stadium. The event featured 40 students playing soccer, sans shoes, to raise money and awareness for the foundation that helps support children in third world countries have an opportunity for a better life and a chance to play sports. Last year the club played more than 41 consecutive hours of dodgeball, setting a world record and raising more than \$7,500 for the organization. The Right To Play at Castleton club was founded in 2011 by a group of Castleton student-athletes, headed by Co-Presidents Lindsey Gullett '12 and Brett Zeggil '13, who were members of the Spartan men's ice hockey team. The club has expanded to include more than just student-athletes this year, and anticipates organizing and hosting a culminating event each year.



CASTLETON STUDENTS RETURN TO THE NEW JERSEY SHORE

The social issues club arranged for a trip to New Jersey from May 3-5 to help "Restore the Shore." The group made its second trip to the areas most affected by Hurricane Sandy. While the initial trip in November focused on recovery, the most recent trip was a restoration and rebuilding effort led by Samantha

Barrale, a senior at Castleton.

SPECIAL EVENTS



GROW YOUR BUSINESS OVER EASY SEMINAR HELD AT CASTLETON

Castleton was the destination for more than 200 local businessmen and women on Monday, March 25 for a day-long business seminar, Growing Your Business Over-Easy. The seminar was a collaborative effort presented along with the college by Chris Fucci Associates, Rutland Region Chamber of Commerce, Rutland Economic Development Corporation and the Rutland Development Authority. The seminar provided hands-on instruction on how to help businesses and start-ups succeed. The presenting business leaders shared advice and practical knowledge that will benefit business owners, corporate leaders and entrepreneurs; with a special focus on three areas: High Tech, Specialty Foods/Agriculture, and Energy. The event was highlighted by a keynote address from Lawrence Miller, secretary of the Agency of Commerce and Community Development. [Click to see the coverage in the Rutland Herald](#)

SPECIAL EVENTS

CASTLETON COLLEGE STEPS PROGRAM FEATURED ON WCAX

The Castleton College STEPS program and student Dashiel Monder, were featured on WCAX, highlighting his work with the student newspaper, *The Spartan*. College STEPS is a program that emphasizes integration in the academic, social, and vocational opportunities it provides. Participants are enrolled at Castleton as a non-matriculated student via a 15-30 credit hour non-degree program completed over the course of a two-year period. [Click to view the coverage.](#)

MARK NOBLE SHARES "FROM THE GREEN MOUNTAINS TO THE RED CARPET" IN RETURN TO CASTLETON

Mark Noble, a senior field producer for "Access Hollywood" and 1989 graduate of Castleton, returned to his alma mater for a talk entitled "From the Green Mountains to the Red Carpet." The talk was a Soundings event at which he told stories of his life in Hollywood, the road he took to get there, and how students can achieve big success from the small college. Noble spent the day at Castleton visiting classes, speaking with students and touring the transformed campus. Fascinated by additions like Spartan Stadium, the Pavilion and redesigned Campus Center, Noble described the combination of the "old Castleton" and the "new Castleton" as "dazzling", and although the campus has undergone a lot of growth since the late 1980's, it still felt like home to him. Originally from the Bronx, Noble ended up choosing Castleton after being awe-struck by the beauty of Vermont. A Communications and Journalism major while at the college, Noble had the desire to tell stories and has carved a path that included stops in Albany and Long Island before heading west for warmer weather. While in California he has had stops on "Extra!," "Inside Edition," and now "Access Hollywood." For a full article in the April 8 *Rutland Herald*, written by Castleton Sophomore Molly Demellier [click here.](#)



TOP: Noble speaks with Castleton students during his visit to the classrooms. BOTTOM: Castleton professor, David Blow, and Noble during the Soundings event, From the Green Mountains to the Red Carpet."

SPECIAL EVENTS



RENOWNED ACTIVIST SANDRA FLUKE VISITS CASTLETON

Sandra Fluke, an attorney and social justice advocate from California visited Castleton on April 25, speaking to hundreds in Casella Theater. “Making Our Voices Heard” focused heavily on gender equality, touching on five central categories: body and reproductive rights, family rights, work place, government and international. Fluke used several legal and governmental fights to illustrate the changes in the nation’s views on equality. Nominated as one of *Time’s* “Person of the Year 2012”, Sandra Fluke gained instant fame through her notable experience in 2012 before a House panel, in which she passionately testified on the need to provide access to contraception. In this presentation, Fluke expertly surveys local, state, and federal legislation and legislative trends that have the potential to advance or hinder the progress of social justice. Her inspiring talk is nothing short of a call to audience members to make their own voices heard and create social change and legislative action on issues that are important to them.

SAVE THE DATE!



COMMENCEMENT
SATURDAY, MAY 18, 2013
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TICKETS REQUIRED FOR SEATING

FOR MORE INFORMATION VISIT:
CASTLETON.EDU/GRADUATION



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Castleton

Connects



Take Advantage of Summer

Summer is a time of opportunity. In today's job market, students should not depend solely on their grades to secure a job after graduation. While having a strong academic record is important, employers want to see well-rounded individuals. Summer serves as a golden opportunity for students to expand their credentials through summer school, internship experience or volunteer work.

ATTEND SUMMER SCHOOL

One of the best ways for your student to spend his or her summer is by taking classes. By investing a few hours in the summer, students can have lighter semesters, allowing them to focus on individual classes. More information about summer school at Castleton is available online at castleton.edu/summer.

GET AN INTERNSHIP

Many employers agree that internship experience is one of the most valuable items on a student's resume. Internships provide students practical experience in their field of study and allow them to build strong connections. Can't find an internship? A summer job is another viable alternative. Employers want to see that students have some work experience.

VOLUNTEER

Summer also serves as a time for students to give back by volunteering. Companies are increasingly interested in addressing a variety of important social issues. Volunteering demonstrates an interest in others and concern for one's community. Like an internship, volunteering in an area related to a student's field of study can also provide the student with valuable insight and practical experience.

By taking advantage of this break, students can make themselves more marketable candidates when they begin the job search, which will ultimately help them take the right steps toward success.

SUMMER@CASTLETON 2013 • GET AHEAD, STAY AHEAD
CASTLETON.EDU/SUMMER



Registration can be a stressful time for some students. Adequately preparing for registration can help decrease anxiety. Below are a few tips your student could take to successfully navigate the summer and fall registration process.

WHEN IS REGISTRATION?

Summer registration began March 11. Fall registration begins April 17.

ARE STUDENTS ASSIGNED A SPECIFIC DATE TO REGISTER?

Yes. Information will be mailed to campus boxes the last week of March with the date he or she can register for fall classes.

WHAT DO STUDENTS NEED TO DO PRIOR TO REGISTRATION?

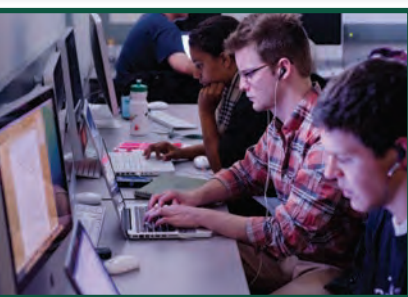
Students are required to meet with their academic advisor(s) well in advance of their registration day.

IS THERE ANYTHING THAT CAN PREVENT STUDENTS FROM REGISTERING?

Yes. A hold on an account can prevent students from registering for classes.

WHAT ELSE CAN STUDENTS DO TO PREPARE FOR REGISTRATION?

Check to see if desired courses are open by reviewing "Course Listings" on the Castleton website. If a course is closed, select an alternate course or contact the department that offers the course to see if there is a waiting list.



RETURNING STUDENT HOUSING SELECTION PROCESS

STEP 1: Visit the Residence Life website (castleton.edu/residence) for an overview of the returning student housing selection process.

STEP 2: Pay the \$100 housing deposit at the Student Services Office before April 16 at 4 p.m. Payments are accepted via check or credit card.

STEP 3: Room selection will take place April 22, 23, and 25 from 9-11 p.m. in the Campus Center.

If you still have questions regarding how your student can secure housing this fall, be sure to contact the Residence Life Office at (802) 468-1259.



PARENT PROGRAM



Castleton's parent program provides communication between the college and parents of our students in order to support student success, generate goodwill for the college, and promote an appropriate role for parents within the campus community. The parent program, in collaboration with offices and departments throughout campus, works with parents to help them understand the student experience, support student learning, and empower students to take personal responsibility for their social and academic choices.

To help us better understand how satisfied parents are with our communications and services, we will be sending you a short survey to complete in April. We look forward to your feedback!

For more information, please visit: castleton.edu/parents



Women Inspiring Innovation Through Imagination: Celebrating Women in STEM

In celebration of Women's History Month, Castleton faculty members from education, communication, natural sciences, math, and psychology departments, along with administrators and outside speakers, are offering a series of lectures and panel discussions throughout the month.

For more information visit: castleton.edu/womenshistory

Students attend University of Roehampton, London



Castleton students at Tower Bridge in London.

This spring, four Castleton students are attending University of Roehampton, living in university housing with other international and British students, and enrolling in university courses. The Castleton students arrived in London on January 3, accompanied by Castleton Professor of Communication and Theater Arts Roy Vestrich. The program is open to any Castleton major, and financial aid funds can be used towards program costs.

For more information regarding study abroad opportunities, call the Academic Affairs Office at (802) 468-1243.



Castleton Scholarship Celebration: A Showcase of Original Student Work

A showcase of student accomplishments in research, performance, and creative projects will be celebrated on May 2 from 11 a.m. - 2 p.m. in the Campus Center. The event is sponsored by the Academic Affairs Office.

For details regarding this event, visit: CASTLETON.EDU/ACADEMIC_AFFAIRS

Event sows entrepreneurial seeds for growth of business

By **BRUCE EDWARDS**
STAFF WRITER

CASTLETON — Lawrence Miller knows something about entrepreneurship. Before his current job as secretary of the Agency of Commerce and Community Development, Miller started Otter Creek Brewing.

But getting to the point where the Middlebury brewery could be considered a success had its challenges, Miller told the 200 attendees at an all-day business conference at Castleton State College on Monday.

Miller was one of a num-

ber of speakers and workshops that focused on practices to help new businesses and budding entrepreneurs.

Rutland business leaders started off the Grow Your Business Over-Easy seminar with a pitch on why the city and the area is an ideal place to do business, including the city's pro-business attitude, workforce and transportation infrastructure.

They pointed to a series of recent positive developments anchored by Green Mountain Power's new Energy Innovation Center in the heart of the downtown.

Brennan Duffy, executive director of the Rutland Redevelopment Authority, gave a short PowerPoint presentation ticking off a list of what the city has to offer.

"Strategic location, lower cost real estate, a strong workforce, robust infrastructure, business friendly environment and a great quality of life," Duffy said.

He said there are financial incentives available including commercial and industrial tax stabilization.

In terms of job growth,

See Event, Page A3



VYTO STARINSKAS / STAFF PHOTO

Castleton State College President David Wolk welcomes Lawrence Miller, secretary of the Agency of Commerce and Community Development, at a business seminar at the college Monday.

Event

Continued from Page A1

Duffy said while the county has lost jobs in the last decade the city has experienced 4 percent job growth. "That's a positive sign for the city," he said.

In discussing the Vermont economy, Miller said "income improvement" has not kept pace with the cost of living. "That needs to change," he said. "We need better wages, we need better income, we need it across the spectrum."

Miller said the problem is that while companies are more productive, those companies are doing it with fewer workers.

"So what do we need, we need more firms," he said. "How do we get more firms, we need more entrepreneurs and that's what a day like this is all about."

The seminar also featured nuts and bolts topics.

Stuart Meyer, a lawyer

with Fenwick & West, explained the importance of protecting intellectual property (patents, trademark, copyright).

Robert Buzzell, a Rutland certified public accountant, gave a primer on using EBITA (earnings before interest, taxes, depreciation and amortization) as one method in assessing the value of a business and comparing it to other businesses.

For the budding entrepreneur, KiKi McShane of Chris Fucci Associates, warned that any new business will experience growing pains and will need to adapt to uncertainties as they come along.

The key, McShane said, is managing change and conflict toward a positive outcome.

"Entrepreneurial means take risks, be future oriented and deal with conflict because conflict is creative," she said.

Miller gave an example of how he adapted to the enviable problem of Otter

Creek Brewing having an abundance of orders.

"It was flying, really flying," Miller recalled. "Growth was very high, couldn't make enough product."

That concerned his distributor, Baker Distributing of Rutland. Miller said Joe Baker paid him a visit to the Middlebury brewery and gave him some valuable advice. Over the years, he said Baker continued to take the time to guide him as he grew the business.

Miller said seeking sound advice is critical to the success of any business, especially when the unexpected happens.

"Those are both professional advisers and board of advisers, your mentors, people you can call," he said. "You can't always call your professional advisers at 10'clock at night."

The afternoon was devoted to specific workshops on agriculture and specialty food products, high tech industries and energy.

Moderators included Mary Powell, president and CEO of Green Mountain Power; Cairn Cross, co-founder and managing director of FreshTracks Capital; and Jim Harrison, president of Vermont Grocers Association.

The conference held in Glenbrook Gym, gave Castleton State College President David Wolk the opportunity to talk about the school's entrepreneurial approach to its operations to remain competitive with other schools.

"Although we're a public college, we have the lowest percentage of state assistance in the country at 9 percent, next year it will be 8 percent," Wolk said. "And that's not a complaint, that's not whining, that's just what it is."

He said the college has been successful in its ability to expand over the last decade with campus improvements approaching \$73 million.

The conference was organized by Chris Fucci Associates.

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Castleton State College grad finds success in Hollywood

MOLLY A. DEMELLIER
CORRESPONDENT

Mark Noble, senior field producer for "Access Hollywood" and Castleton State College alumnus, stepped off the red carpet and returned to his alma mater Wednesday for a talk titled "From the Green Mountains to the Red Carpet."

The 1989 graduate spent the day interacting with students from former classmate and current professor David Blow's communication classes and exploring the vastly transformed campus before finally taking the stage in Casella Theater.

"To be back is just mind-blowing," Noble said. "This place is on fire."

Noble took to the stage with Blow for essentially conversations between for-

mer classmates.

Noble dazzled students with stories from the Oscar night when he was saved from security by Elton John, his interview with Oprah following her Essence Award nomination, Taylor Swift's love life, and the complexity of covering the death of Farrah Fawcett and Michael Jackson in the same day.

He told of touring seven countries in seven days with pop star, Rihanna for her Triple Seven Tour.

"It was the most amazing experience of my life," he said.

Noble even talked about his goofs, like his case of mistaken identity between up-and-coming stars India Arie and Erykah Badu.

"Open mouth, insert

foot, chew vigorously," he said of asking one a question that was intended for the other.

His "mortifying" moment, he said, came when Russell Brand took his cellphone and called his parents during an interview last June.

"I just wanted to say that Mark is doing a wonderful job here. You've raised a fine — if a little overly erotic son," the prank-ridden Brit said into the phone. "You've raised a fine young man, sir. Now I need to talk to your wife."

But detailing his journey out of the Bronx into the Green Mountains and finally landing on the red carpet is what gave hope to current students.

See Grad, Page A6



JANE FOLEY PHOTO

Mark Noble, senior field producer for the television show "Access Hollywood" and Castleton State College alumnus, talks last week with students in CSC communications professor Dave Blow's news gathering and writing class.

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Grad

Continued from Page A5

"I think the best thing about him being here is that he's successful," said Castleton junior Max Walker. "Sometimes there's this stigma that coming from here you can't make it big."

Walker's fellow classmate, Julianna Combs, agreed, saying "it's nice to know that even though you come from little Castleton State College you can still make it big places."

Noble found himself at Castleton thanks to the opening scene from "The Bob Ne-whart Show." He said he was awe-struck by the Vermont foliage so he cracked open a book of Vermont colleges, closed his eyes, and dropped his pointer finger.

"I knew I wanted to go to a school (with) journalism and communication," he said. "I wanted to tell stories and my parents wouldn't let me tell stories in the theater."

With only a description from a friend who had visited, a few phone calls and reading the course catalog, Noble enrolled — despite hav-

ing never seen it.

"This place spoke to me," he said. "Sometimes you have to step out on your own fate."

Courses with communication professors Bob Gershon and Roy Vestrich stuck out most in his memory.

He referred to Gershon as his "primary shepherd" and attributed much of his success to being able to use cameras as freshmen.

According to Vestrich, Noble was bound for the red carpet.

"I think he had the Hollywood bug," said Vestrich. "He was going to make it happen, and you knew it was going to happen."

Asked by Blow what students should be doing to get further, Noble stressed the value of internships.

He interned at WABC and about halfway through the internship a staff member up and quit. He slid into the spot — and got paid.

From WABC, there

were reporting stops in Albany and Long Island, but he wanted out of the cold. Old connections landed him in California with "Extra!," "Inside Edition" and finally "Access Hollywood."

Looking back, Noble attributed much of his success to the skills and diversity that Castleton provided him with.

"This place, this state, it's a jewel," he said. "It stands out because it's different."



JOHNSON STATE COLLEGE PRESIDENT'S REPORT

to the Vermont State Colleges Board of Trustees

MAY 23, 2013



EXECUTIVE SUMMARY

We celebrated the College's 146th Commencement on Saturday, May 18, awarding more than 320 B.A./B.S. degrees, 73 graduate degrees, and 7 A.A./A.S. degrees. Our keynote speaker was Vermont Deputy Secretary of Transportation Sue Minter, who served as the state's chief recovery officer following Tropical Storm Irene. Drawing on her extensive background in community planning and civic affairs and issues related to climate change, Sue challenged the Class of 2013 to commit to a life of lifelong learning and active citizenship. Later during the ceremony, she had a front-row seat as her nephew, Maroni Minter, crossed the stage to receive his B.A. in political science.



2013 Commencement
Speaker Sue Minter



Also speaking at the ceremony were three students representing the Class of 2013: **Adriane Morrison-Taylor** (B.S., wellness and alternative medicine); **Angela Smith** (B.A., professional studies – External Degree Program); and **Erin Antonioli** (M.A., education).

As in years past, we marked the end of the year with a virtually nonstop series of events, performances and commemorations. In addition to wonderful performances by the JSC Concert Band, our Chorale and Chamber Singers, our music ensembles, theater students (performing the musical *Into the Woods*), the JSC Dance Club and more, here are a few end-of-the-year events worth special note:

- We hosted an enormously successful "Relay for Life" fundraising event for the American Cancer Society — the first ever at JSC — from 6 p.m. Friday, May 3,



through 6 a.m. Saturday, May 4. We had close to 200 participants, and even Mother Nature cooperated by providing our first weekend of summer-like weather. Aided by **Kristen Cannon**, our coordinator of



student-athlete development, JSC student-athletes did a wonderful job recruiting teams, raising funds (more than \$10,000 at last count) and planning food and fun activities throughout the night.

- We celebrated the first three completers of our Think College program: Jon Fitzgerald, Anthony Miller and Brandon Zick. Launched in fall 2011, Think College provides 18- to 26-year-old students with intellectual disabilities an opportunity to earn a Certificate of Higher Education from JSC. Participants are mentored by students at JSC and supported by partner agencies during their time here. In addition to taking at least one course a semester, the three completed an internship in their final semester and participated in our Creative Audience course. We are grateful for the good work by Think College Director **Chris Kennedy** and Associate Professor **Perry LaRoque** in bringing this rewarding program to our campus.
- Finally, we bid a fond farewell to three retiring faculty members who have contributed so much to our community over the years: Associate Professors **Bill Brower** and **Jerry Himmelstein** (Behavioral Sciences Department) and Professor **Andrea Perham** (Writing & Literature Department). We will miss them greatly.



From left: Jon Fitzgerald, TC Program Director Chris Kennedy, Anthony Miller and Brandon Zick

We wrap up the 2012-13 academic year with great pride in the accomplishments of our students, our faculty and our staff, and with optimism and enthusiasm for what lies ahead.

ACADEMIC AFFAIRS

FACULTY & STAFF ACCOMPLISHMENTS

David Cavanagh (External Degree Program) has had two new collections of poetry accepted for publication in 2014: *Straddle*, a book about borders and boundaries both physical and psychological; and *Cycling in Plato's Cave*, a short book of bicycle-related poems that start with bikes and pedal into other realms. *Straddle* will be David's third book published by Salmon Poetry of Ireland. *Cycling* will include artwork by a still-to-be-named artist and will be published by Fomite Press of Burlington.



Elizabeth Powell (Writing & Literature) has won a 2013 Pushcart Prize for her poetry and has published poems in the journal *Handsome*.

Tyrone Shaw (Writing & Literature) is back from Riga, Latvia, where he taught for two weeks at Riga Stradins University at both the undergraduate and graduate levels, conducting a series of workshops on media ethics for freshmen and a one-week, graduate-level seminar titled "Problems in Journalism," which explored the news media through economic and sociological lenses. The trip was his second under the auspices of the Fulbright Specialist program; his first was in 2009 to the University of Belgrade.



Sharon Twigg (Writing & Literature) presented her research titled "Disaster averted? Feminine intervention in the economic models of Malthus and Wordsworth" at last fall's International Conference on Romanticism in Phoenix.

A collection of short stories, *Being Dead in South Carolina*, by **Jacob White** (Writing & Literature) will be released in fall 2014 by Leapfrog Press. Jacob was invited



to read as part of the New England Review Reading Series in Middlebury in January, and he presented his paper “Worth the paper it’s printed on: Creative writing as currency” at the Northeast Modern Language Association Conference in March.

Another “drive-time” commentary by **Russ Weis** (Writing & Literature) aired on Vermont Public Radio April 17. Russ discussed the 10 steps he and his JSC students recommend to commemorate Earth Day. Topping Russ’s list is dramatically reducing the availability and use of plastic bags. [Click here to listen.](#)



U.S. Poet Laureate and former JSC Authors Series reader **Natasha Trethewey** selected *Green Mountains Review* as one

of seven literary journals she is promoting at the U.S. Library of Congress during her tenure. In addition, *GMR* will make an appearance of sorts in the upcoming film *5 to 7*, directed by Victor Levin and starring Glenn Close; *GMR* letterhead will be a prop in the opening sequence. Finally, *GMR* will participate in the October 2013 “Young Writers Flash Fiction Contest” as part of the Brattleboro Literary Festival and will publish the high-school-aged winners of that contest.

The Vermont Genetics Network announced grant recipients in mid-March, and JSC did quite well again. **Amy Welch**, **Hans Haverkamp**, and **Elizabeth Dolci** (all Environmental & Health Sciences) have all been funded. Three students also received awards: **Melissa Rixon** and **Emily Sokolowski** received funds to work with Amy Welch, and **Eliza Chevalier** will work in Liz Dolci’s lab this summer.



As a researcher with the VT-EPSCoR Research on Adaption to Climate Change program, **Tania Bacchus** (Environmental & Health Sciences) will mentor the St. Johnsbury Academy high school team on the group’s weather/climatological data project, which will run this summer until April 2014.

Les Kanat (Environmental & Health Sciences) is featured in an April 3 podcast about nuclear power and earthquakes on the website of Fairewinds Energy Education. As the description reads, “Why is a geologist interested in nuclear plants? Listen to Fairewinds Board member geologist Dr. Les Kanat talk with nuclear engineer Arnie Gundersen and show host Kevin Hurley about seismological events in relation to nuclear power....” The podcast can be heard by clicking [here.](#)



In late April **Karen Uhlendorf** (Environmental & Health Sciences) attended the annual convention of the American Association for Health, Physical Education, Recreation & Dance in Charlotte, N.C.

The Green Mountain Club invited **Brad Moskowitz** (Environmental & Health Sciences) to meet with the club’s leadership and a representative of Sterling College to discuss the future direction of the club’s outdoor-education programming. Among other topics, they discussed ways to create stronger connections with similar programs at JSC and Sterling.

Chris Aubuchon (Mathematics) has been asked to join the board of directors of the Hardwick Area Food Pantry, where he is a regular volunteer. He is exploring ways to link JSC students to this important community agency, such as through cost/revenue analyses and other business applications as part of the “Finite Math” course he teaches every semester.

Sondheim’s *Into the Woods* opened in April on the Dibden stage, marking the 29th JSC musical directed by **Russ Longtin** (Fine and Performing Arts).

Gina Mireault (Behavioral Sciences) will present her research to the Association for Psychological Science in Washington, D.C., in May and to the European Conference on Developmental Psychology in Lausanne, Switzerland, in September. As part of her upcoming sabbatical, she will collaborate with Drs. Elena Hoika, Vasu Reddy and Merideth Gattis in the United Kingdom



to explore humor perception as a vehicle for understanding cognitive development in infancy and early childhood.

Sawyer Alberi (Behavioral Science) figured prominently in a segment that aired on ABC's "Nightline" April 11 titled "Training Reporters to Save Lives" ([click here](#)). The segment focused on a program called Reporters Instructed in Saving Colleagues (RISC) that trains freelance journalists to treat colleagues injured in combat zones. Sawyer teaches a course in JSC's Wellness & Alternative Medicine program called "Warzone Medicine" and wrote the curriculum for the RISC training. Her work also has been featured in *New Yorker magazine*.

Book reviews by **N.E. Bou-Nacklie** and **Paul Silver** (both Humanities) will appear in *CHOICE: Books for College Libraries*.

David Plazek (Humanities) co-wrote a paper that has been accepted for publication in the July 2013 peer-reviewed journal *PS: Political Science and Politics*. The paper, "Political science funding black out in North America? Trends in funding should not be ignored," was co-written with Alan Steinberg of the University of Houston. In May David will present his paper "Realist or liberal? Canadian foreign policy in the 1960s" at the annual conference of the New England Political Science Association.

Karen Madden and **Rose Modry** (Academic Support Services) attended the New England Educational Opportunity (NEOA) annual conference in Warwick, R.I. April 10-12. Karen received the President's Award for her service to NEOA and its president, Evette Layne.

Rich Simmons (Academic Support Services) attended "The Capacity-Building Institute" conference at Landmark College April 8-9 and will attend the Post-Secondary Training Institute in Boston June 4-8.



While the technology may be becoming old hat, copyright in the digital world remains new and challenging. To help the Willey Library grapple with some of its implications, **Alice Godin** (Library) participated in a webinar titled "E-books: the essentials of copyright and licensing," sponsored by the American Library Association.

Ray Brior (Library) recently completed processing a book donation of 2,500 volumes. As that work was finished, he received a compact disc donation of over 1,100 classical music titles. This latter donation should prove enormously helpful in supporting our Performing Arts program.

Linda Kramer (Library) attended the Association of College and Research Libraries' New England Chapter conference in Worcester, Mass. The theme was "Leading the change: Integrating the library into the future of higher education."

As the Vermont State Colleges' representative to the Vermont Online Library, **Joe Farara** (Library) has been reviewing requirements for an impending RFP process. Vermont's offerings include research databases and holdings on career guidance, foreign language instruction and automotive maintenance. Access to these resources is free to Vermont residents and VSC students.



STUDENT & ALUMNI ACCOMPLISHMENTS

As reported previously in these pages, **Allie Bataille** was recognized as “Outstanding Future Professional” by the Vermont Association for Health, Physical Education, Recreation & Dance. She also did a fine job representing Vermont’s future professionals at the Eastern District Association’s recent conference in Pennsylvania. While there Allie repeated the presentation on her efforts in Rwanda that she provided to attendees at the Vermont chapter conference in the fall. The association leadership was sufficiently impressed to arrange funding to help send her to the national AAHPERD Convention in Charlotte this April.



Kristina “Tina” Gorden was named JSC’s recipient of the Vermont Campus Compact’s 2013 Engaged Student Award for her steadfast commitment to service and her dynamic leadership in creating and sustaining several volunteer programs at JSC. Tina is a senior from Chittenango, N.Y.

B.F.A. writing majors have been accepted into a number of M.F.A. in Creative Writing programs, including those at Sarah Lawrence, Wichita State University, the Stonecoast Writing Program, and the Savannah College of Art & Design.

B.F.A. alumna **Ashley McCauliff** (2012) had two poems published this year in *Camroc Press Review*.

Nineteen talented student members of the **JSC Chamber Singers** headed out on a spring concert tour early morning on April 5. They visited 11 towns and cities, including Montreal, over five days and visited six Vermont and New Hampshire high schools, where they gave 10 performances



TRiO students **Kayla Friedrich** and **Samantha Gorton** represented JSC at TRiO Day at the Vermont Legislature March 21. This annual event provides an opportunity for TRiO participants in Vermont to sharpen their advocacy skills by meeting with legislators to explain the benefits of TRiO. The event was aired on WCAX’s evening news, marking the first time the event has received television news coverage.

and conducted workshops with music students. **Chad Roy**, a Maine native who moved to Vermont in 1994 to study at JSC, is the general manager of the Vermont Ale House, a new craft beer mecca in Stowe. The establishment is located on the Mountain Road at the site of the former Red Basil Restaurant. Before taking over the new venture, Roy was the longtime manager of the German-themed Das Beer Haus in Burlington.

Technical theater students have been in high demand this semester. In addition to a variety of work calls at Burlington’s Flynn Theater and Memorial Auditorium working for Local 919, three students were hired by Dark Star Lighting of Hinesburg to help with commencements at UVM, St. Mike’s and Champlain College. In addition, as a result of their expertise in producing dance performances, several current students — **Ethan McGovern, Mike Brokowski, Elizabeth Thompson, Nicholas Pepe, Adam Higley, Bonnie Cleverely, and Jacob Crosslin** — have been called to work for the Joffrey and Russian National Ballets at Lyndon Institute, the Alvin Alley Dance Company at Dartmouth, and for Kingdom County Productions. Two of those students, Mike Brokowski and Ethan McGovern, traveled to Dartmouth to work as master carpenter and master electrician for the Dartmouth Orchestra.

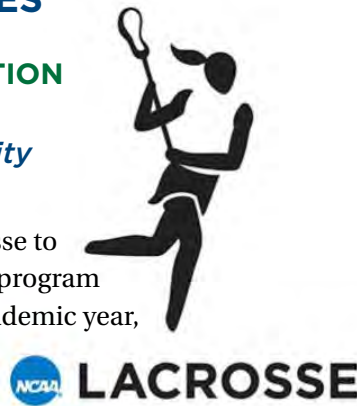


STUDENT SERVICES

ATHLETICS & RECREATION

College to Launch Varsity Women's Lacrosse

JSC is adding women's lacrosse to its NCAA Division III varsity program starting with the 2014-15 academic year, becoming the eighth college in the North Atlantic Conference (NAC) to offer the sport. It will mark the seventh varsity sport available to women at JSC and the College's 13th overall.



The move reflects the growing popularity of the sport at the high school and college levels. Girls' lacrosse is the fastest growing high school sport in the U.S. and in Vermont, where 32 high schools now offer the program.

"We're very excited to bring women's lacrosse to JSC," said **Jamey Ventura**, director of athletics and recreation, in announcing the program. "Not only will it enable us to meet the growing demand for the program among incoming students, it will strengthen our department and the college as a whole." In addition, women's lacrosse is a natural complement to the existing men's lacrosse team at JSC, which has been at the College since 1994-95.

Academic Year Highlights

JSC's 136 student-athletes saw tremendous success this year in the classroom, on the playing surfaces and in the community. Forty-one student-athletes earned a

GPA of 3.0 or higher while participating in community service. On the playing surfaces, four individuals earned second team All-Conference recognition, and 12 received Rookie of the Week honors. Four teams earned the NAC sportsmanship award, and six of our 12 programs qualified for conference playoffs.

First 'Relay for Life' a Big Success

Without question, the highlight of the spring was the College's first "Relay for Life," which started the evening of Friday, May 3, and wrapped up at 6 a.m. the next morning. Coordinator of Student-Athlete Development **Kristin Cannon** worked with the American Cancer Society and numerous student organizations and athletic





teams to pull off the event. We had nearly 200 participants on 23 teams (including a few community-based teams) and raised more than \$10,000 in the fight against cancer. Recent JSC alum and cancer survivor **Nick Ruschmeyer** was the guest of honor and provided inspirational remarks to kick off the event.

Community Building & Outreach

Our last report noted the emphasis on social-media outreach and the positive recognition that work has received. The department also is focused on strengthening relationships with our athletics alumni and the local community as well.

Assistant Director for Communications **Elaine Harvey** is developing a monthly e-newsletter highlighting happenings in the department and at the College, sharing old photos from the athletics archives, spotlighting alumni stories and soliciting feedback. We focus on creating a culture of family in the department with our staff and students, and we want to make sure that family culture includes our alumni. Elaine also has been visiting local businesses in Johnson, Jeffersonville, Morrisville and Stowe to build relationships. Many have indicated interest in partnership opportunities similar to what we have developed with Vermont Peanut Butter:-

Celebrating Success

The spring semester wound down with programming geared toward promoting and recognizing the success

of our student-athletes, including a second annual celebration of National Student Athlete Day and a series of “Badger Bashes,” substance free-tailgate events at athletic contests known as Badger Bashes.

SHAPE & INTRAMURALS

The SHAPE Center continued to be the hub of wellness as winter in Vermont extended well into April. That month alone saw more than 1,200 check-ins by students, faculty, staff and community members who came to attend group exercise classes or use the fitness center, pool and other facilities.

SHAPE hosted a number of JSC events in April, including the annual Extended Classroom Experience Showcase and Spring Open house as well as the SERVE-sponsored “Drop and Swap.” In addition, the Dunleavy Tae Kwon Do Tournament attracted more than 150 participants of all ages, with twice that number of spectators. This has been an annual event for the past several years and is a great way for visitors to see the College.

SHAPE Director and Intramurals Coordinator **Wendy Velander** recently visited each residence hall to solicit feedback on recreational and related programming at JSC. By popular demand, the College sponsored the second annual “Jay Day,” attracting 65 students who trekked to Jay Peak for fun at the indoor water park and on the slopes. We hosted our first “Tuff Mudder Disc Golf Tournament,” which proved popular with the 31



participants and is now slated to be an annual event in the spring.

We also offered a number of certification opportunities late in the semester. Thirteen individuals earned instructor certification at a department-sponsored Spinning class, and six JSC students earned their lifeguard certification by attending a course at SHAPE.

COUNSELING CENTER

Marie Milord from the South Burlington Vet Center has begun her Friday hours at the JSC Counseling Center. She worked with the College to hold a "Veterans Information Day" in late April to build community awareness of JSC programs and services for military veterans and families. These and other efforts at JSC attracted the attention of a weekly publication, the Morrisville-based *Transcript*, which featured JSC services to veterans on page 1 of the May 2 issue.

OFFICE OF FIRST-YEAR EXPERIENCE

The College recently announced the selection of *Detroit: An American Autopsy* by Charlie LeDuff as our 2013-2014 common book. The book has us consider a wide range of topics, including the

American and global economy; class in America and the recession; the role of government, the press and the citizenry in American democracy; and community building and urban renewal.

As the book note explains, Detroit was once a thriving metropolis — a leader in the nation for production, wealth



The Transcript
COVERING NORTH CENTRAL VERMONT
VOLUME 40 • NUMBER 14 Morrisville, Vermont May 2, 2013

JOHNSON STATE COLLEGE EXTENDS A HAND TO VETERANS

by Dylan Archbold

Johnson State College has recently begun offering a number of services to veterans and the families of veterans at the college itself, as well as to the surrounding community. These counseling services come from a new partnership with the South Burlington Vet Center, and one of their counselors, Marie Milord, will be offering her services on Fridays from 10 a.m. to 2:30 p.m. Interested parties can find Milord in the Johnson State College Counseling Center, located on the lower level of the Senators South building on the campus.

"We have really prioritized services to veterans and military related students. And I say military-related students because some students may not be combat veterans, but may have served in some other capacity or they might have family members that might be on military benefits or something," said David Bergh, Dean of Students, on the subject of the new Veterans Center services offered by the college. David Bergh will be in overall charge of the Veterans Center in general, outside of the counseling services.

On April 26, Marie Milord came up from the Senators Counseling Center to bring awareness to these new services, in an event called Veterans Information Day. This setup would have been in conjunction with a Mobile Vet Center, but unfortunately the Mobile Vet Center was called into emergency service down in Boston, helping to deal with the aftermath of the Boston Marathon bombings. Without being able to see the bus, the VA website had to provide us with information on exactly what it is: "It [the Mobile Vet Center] is a 39 foot motor coach, with space for confidential counseling. It carries Vet Center counselors and outreach workers to provide non-medical counseling, and addresses the social and economic needs of Veterans. Service includes counseling for traumatic military-related experiences and family counseling when needed for a Veteran's readjustment. Vet Centers, operated by the VA Readjustment Counseling Service, provide high quality, non-medical readjustment counseling free of charge to Combat Veterans and their families in a easily accessible and trusting atmosphere. Walk-ins are welcome."

The information and experience with veterans issues was not lacking for its absence, with Marie Milord on hand, personally answering any questions interested people might have had, as well as having a lot of literature and other pamphlets on veteran services, and related handouts.

A veteran herself, Marie Milord served two tours in Iraq, with a combat stress company, which offered counseling services to servicemen in the field. Combined with her many years working with the South Burlington Vet Center, Milord has the qualifications and experience for the position.

"No [students] have come yet. Some people from the community have come by. I hope to see some more people though," said Milord, about her interactions with the Johnson State College veteran community.

Counseling can take many forms for veterans, as military service can be a traumatic experience, as national news has shown us in recent months. Nationally, suicide of service persons is a serious concern. Some veterans may need counseling for dealing with Post-Traumatic Stress Disorder (PTSD), a condition that many service people may suffer from due to their experience. This condition often requires a lot of counseling and perhaps some other action in extreme cases. This is all treatment which can be sought at the Vet Centers. Integrating back into civilian life is a problem that all veterans face, and this is an issue that military-connected families can relate to as well, as this issue can affect both the returning soldier and the family equally. Even something as simple as economic services are offered for veterans at the Vet Centers. Money can be a stressful point for service people and their families, and having an agency that provides advice and options for dealing with those issues can alleviate those problems.

Students, veterans, and families of veterans interested in making an appointment at the Johnson State College Veterans Center, should call Marie Milord at 802-862-1806. For information about veterans' services at JSC in general, call David Bergh at 835-1200. For information on Veterans Centers in other locations, or the services they provide, please go to <http://va.gov> to learn more.

Johnson State College is cognizant of the problems some veterans must overcome when they come home again. The college is stepping up to help veterans - those who choose to come back to college and those in the community. Archbold photo

The college has partnered with the South Burlington Vet Center to offer a wide variety of services to veterans. Here's the table that replaced a visit of the Veterans Mobile Vet Center that was required for help following the Boston Marathon bombing. Archbold photo

At a time with so many returning veterans, offering access to services makes sense.

and opportunity — but is today the nation's poorest city, leading the nation in unemployment, arson and other social ills.

We began our Common Reading Initiative in 2007 as part of our emphasis on early student success and getting our new students off to a good start. The project is grounded in the belief that a common text gives us all a very particular work to hold together from the beginning of the JSC experience. It also serves as a pad from which to launch a suite of related activities and explorations throughout the year that bring students together, strengthening our community.



RESIDENCE LIFE

The academic year wound down with some end-of-semester programming that was well-received by students. Highlights included a “End the Year Smoothly” event at which residents made vegetable and fruit smoothies, a “breaking boards” program to help students de-stress as finals week approached, and a cooking class with **Tom Fondakowski** of JSC Dining Services (at right in photo below).



Looking to next year, intentional living communities will be established for students studying the sciences through the START scholarship program and as part of a Business & Economics’ Department learning community in which residents will be enrolled in both the “Principles of Management” and “Finite Math” courses.

PUBLIC SAFETY

We were again fortunate this academic year to have lack of high-profile student concerns. Much of the credit for this trend can be attributed to increased integration of our Public Safety staff into the campus community. Their presence, visibility, friendliness and ease of interaction with our students have helped set the tone for the

respectful community we enjoy. Students report feeling that Public Safety is available and approachable. A level of trust and respect has been established by officers who take time to get “out and about,” interacting with students day to day in a variety of situations and environments.

STUDENT GOVERNMENT ASSOCIATION

Recent elections by the SGA resulted in the following officers for the 2013-14 school year: president: **Nasser Abdel-Fatah**; vice president: **Michael Harris**; and senators: **Shelby Davis, Brittany McCarthy, Lucas Peduzzi, Ericka Salter, Joshua Hunt, Brian Lima, Maxwell McKenzie** and **Alexander Washburn**.

Current and newly elected officers held an end-of-year “town meeting” with students to review projects accomplished this year solicit ideas for next year’s priorities.

Current SGA projects include providing discounted coffee for students who use reusable mugs, the addition of an outdoor basketball hoop, new elements for the snowboard park, continued partnership with SHAPE to maintain the disc golf course, and co-sponsoring a “Boxes Not Dumpsters” event with SERVE at the end of the year when students move out of residence halls.

The SGA recently voted to contribute \$1,000 toward the Vermont River Conservancy’s efforts to preserve Journey’s End, a beautiful waterfall and swimming hole near campus that has been a recreational destination for generations of students.

SERVE

Local Service & Mentoring

Through three separate programs — the DREAM program, the Laraway Homework Club and America Reads — 15 JSC students have served as mentors to 66 local youth.

The annual Drop and Swap event, at which items are dropped off and sorted and then distributed free of charge to community members, drew more than 250 people from the area. The College partnered with



numerous agencies on this project. The United Way helped publicize the event, Goodwill picked up leftover clothes, and the local Cambridge 360 community organization took all unclaimed household items. This event occurred the same weekend as the Relay for Life cancer fundraiser, providing the College with a wonderful opportunity to spotlight its contributions to the community.

UPWARD BOUND

On March 16, Upward Bound students from Vermont and northern New York traveled to Castleton State College to participate in the 9th Annual Green Mountain Scholars Bowl. In addition to JSC, teams came from Castleton and Lyndon State, SUNY Plattsburgh, and Adirondack Community College. Students competed in categories that ranged from traditional trivia to history, math and financial aid. The top three teams were awarded money to add to their college scholarship funds. This year the JSC program captured first place, adding \$300 to our scholarship funds.

BUSINESS AFFAIRS

BUSINESS OFFICE

The college has spent the past several months preparing the annual budget. Current admissions data suggests a positive uptick in enrollment for incoming first-year students, including a solid increase in Vermonters.

As the semester concludes, the Business Office has begun preparing for its annual audit. The firm of O'Connor & Drew will be on campus the week of May 20 to perform the A-133 federal funds audit. As in previous years, staff have responded to a number of requests for data prior to the auditors' arrival on campus.

Third-quarter financial statements were transmitted to the Chancellor's office in later April. The College anticipates ending the year with a small surplus.

PHYSICAL PLANT

Physical Plant staff worked diligently preparing campus and grounds for Commencement. Despite the late arrival of warmer temperatures, the department has done a great

job preparing flower beds and other areas of campus for summer as well as repairing and painting walkways, parking lots and other interior and exterior spaces.

Renovations are scheduled to begin immediately following Commencement in Arthur, McClelland and Martinetti halls. We expect all renovations to be completed by the start of the fall semester.

CONFERENCE & EVENT SERVICES

Since our last report, CES has hosted several Admissions events, including four Accepted Student Days, a dinner for ROPA (Results Oriented Program Approval) participants involved in the approval of our Education programs, the annual Casino Night fundraiser for the United Way of Lamoille County (sponsored as always by the Student Government Association), the 2013 Ellsworth Lecture (delivered by JSC alum Scott MacDowell), the spring blood drive for the American Red Cross, the JSC Spring Career Fair, a "Dinner with the Boss" event co-sponsored by Career Services and the Alumni Office, and a group visit by Cincinnati-based Minority Recruit Online as well as several other group visits and Admissions overnights.

Other JSC-hosted events in recent weeks include a public forum for the Vermont Health Connect about Vermont's "health exchange" system scheduled for implemented in October, a forum sponsored by the Vermont Agency of Education, a Tae Kwon Do tournament, Vermont Youth Conference 2013, the spring Admissions open house and Extended Classroom Experience Showcase, the annual Consortium of Vermont Colleges bus tour, a series of Earth Week events, the annual SGA-sponsored "Drop & Swap," a number of Creative Audience events, and miscellaneous SGA, Break Away and club events.

INFORMATION TECHNOLOGY

The IT Department has a number for projects planned for the summer, including upgrades to classroom technology in McClelland Hall and network enhancements to help us better manage our load during outages of our primary network connection. In addition, the department will be redesigning its self-service documentation and practices to better improve service to students, faculty and staff.



ADMISSIONS

Following a hectic spring semester filled with four Accepted Student Day programs, a well-attended spring open house, a reception in Connecticut, and numerous group visits and bus tours, Admissions staff are delighted to see their efforts paying off. As of May 6, deposits for fall 2013 are up, with notable increases among Vermont students (21 percent for first-year students; 22 percent for External Degree Program [EDP] students).

This year our challenge is yielding out-of-state students, as deposits are lower than this time last year. In addition to targeted mailings, social media and emails blasts, Admissions and Financial Aid counselors are phoning accepted students to offer assistance as students make their final college decisions. Cost continues to be a major deciding factor; many out-of-state students tell us they are enrolling at colleges in their home state because that is more affordable. We continue to counsel students and parents about subsidized and unsubsidized direct loans, PLUS loans, payment plans, Good Neighbor and Tuition Break discounts, and other financing options.

Meanwhile, funding from the National Science Foundation



for our START scholarship program has attracted excellent candidates for our biology and environment science programs, and we are pleased that eight of the 11 Vermont valedictorians or salutatorians who applied will be enrolling at JSC. Vermont valedictorians and salutatorians receive a full tuition scholarship.

The summer session kicks off our transfer season. As of May 9, we had nearly 50 EDP students planning to enroll for classes starting the week of May 20. To increase transfer enrollment for the fall semester, we're hosting Transfer Days on May 23, July 18 and 19, and August 12 and 13. These on-the-spot decision days allow transfers to receive an on-the-spot decision, a preliminary transfer-credit evaluation and personal assistance from Financial

Aid counselors. Transfer students are attracted to JSC for many reasons, including class size, academic programs, location and price. Some of these students are coming from far away, including from the University of Rhode Island, Baldwin Wallace College and Ohio Wesleyan in Ohio, Suffolk University, University of Maine-Orono, Westfield State College, Greenfield Community College, Asnuntuck Community College, and Warren Wilson College. In addition, JSC continues to attract students who have earned their associate's degree from the Community College of Vermont who want to complete their bachelor's degree either on campus or through EDP.

Admissions staff also are attending college fairs throughout the Northeast to promote JSC to high school juniors and sophomores. And here at home — recognizing that the earlier we can get students on campus the more likely they will apply for fall 2014 and 2015 admission — we've been reaching out to Vermont high school students. We hosted an "Early Awareness College Day" during April break for juniors from Cabot, Danville, Hazen, and Twinfield high schools, and we are busy promoting our Jump Start program at area high schools this spring. (This dual-enrollment program allows high school students to take one JSC course free of charge and others at a reduced tuition rate.)

VSAC and Vermont high and middle schools have scheduled campus visits through the end of June. Admissions also will host another Minority Recruitment Online bus tour of students from Washington, D.C., on June 26, and our "Summer Preview Days" are scheduled for July 15 and 29.

While the work in Admissions never ends, staff could not accomplish their work without tremendous support from the JSC community. We are extremely grateful to the faculty, staff, coaches, alumni and students who have helped us recruit the fall 2013 entering class. Special thanks to our student tour guides and Admissions office assistants, and congratulations to graduating tour guides **Jackie Baker**, a biology major from Fairfield; and **Chris Erickson**, a history/secondary education major from Richmond.



DEVELOPMENT & ALUMNI RELATIONS

2013 FREDA HEBB AWARDS

The College's highest award for staff service is bestowed annually on the person best exemplifying the dedication and service of Freda Hebb, who for 38 years (1934 to 1972) served as registrar and assistant to the president. This year we made two changes to this notable staff award: We announced it at our Faculty/Staff Recognition Luncheon (in the past it was announced at Honors Convocation), and we awarded it to *two* deserving individuals instead of one.



Bethany Harrington (left) & Deneen Russell

Anyone who has had the pleasure of working with **Bethany Harrington** (Admissions) or **Deneen Russell** (Business Office) knows that they are both extremely deserving of this honor, which is designated for employees who have been at JSC at least 10 years and consistently go "beyond the call of duty" on the job. Deneen has been at the College for 28 years; Bethany celebrated her 25th year just last month.

HONORS CONVOCATION & NEW SCHOLARSHIPS

Our annual Honors Convocation — at which we celebrate notable achievements and award department prizes and scholarships — took place Thursday, May 2, in Dibden Center for the Arts. This year we awarded \$163,000 in scholarships, a 30+ percent increase over last year thanks to an increase in the number and amount of gifts to the scholarship fund and the improved performance of the stock market, which boosted endowed scholarships. The ceremony was preceded by a gathering of scholarship donors and the award recipients. We were pleased to launch three new awards this year:

TRiO Scholarship

Established by alum David Faile, class of '68, this scholarship will be awarded annually to a student who works hard to achieve academic success. In the days before learning disabilities were widely acknowledged, David studied and worked very hard at JSC despite his disability and went on to lead a successful career. He is thrilled to give back to students who have a similar college experience as his.

Lisa Korth Prize

Lisa Korth, class of 2012, died in an automobile accident in March 2013. JSC staff and faculty, along with her friends and family, have established an annual prize in her memory. The Lisa Korth Prize will be awarded to a Writing & Literature major who aspires to teach high school English, has a GPA of 3.0 or better, and reflects Lisa's spirit of creativity and generosity.

Calza Family Fund Scholarship

Established by JSC Professor Susan Calza, this award will be given to a single mother demonstrating commitment and excellence in the pursuit of a degree in the visual arts.

ALUMNI GATHERINGS

We currently have alumni gatherings planned for the summer in Washington, D.C., and Killingworth, Conn. Plans are in the works for gatherings later in 2013 close at home (in Burlington) and far away (in Hawaii).

2013 PHONEATHON

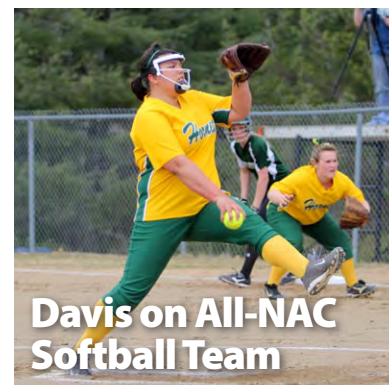
After a year's hiatus, the JSC Phoneathon returned in March. While caller ID and unpublished cell phone numbers have made it more difficult to reach donors directly, we decided that it was worth reinstating this combined fundraising and alumni-outreach program. Many alumni reported they had missed the personal contact with our student callers and happily provided updated news and contact information — and donations. Over eight nights, seven callers raised more than \$9,000 from alumni. We also held a "thank-a-thon" in May to call and thank all non-phoneathon donors who made a gift this year.



President's Report to the Board of Trustees 05.23.2013



**Honorary Degree
for Ray Griffin**



**Davis on All-NAC
Softball Team**



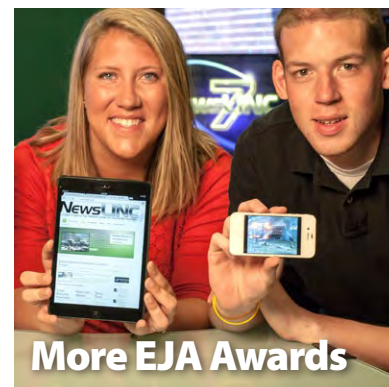
**Service Trip to
Guatemala**



**Inauguration
Wrap Up**



**National Green
and Gold Day**



More EJA Awards



Spring Dip



**From Vail's
House to the White
House**



Moving Forward

We have big plans for Lyndon. Here's some of what we've achieved recently.

Academics

NEW PROVOST, NEW DEAN OF THE FACULTY. After a national search, President **Joe Bertolino** announced that **Kellie Bean** has been named provost/dean of academic affairs at LSC. Bean takes the helm from Interim Dean **Alison Lathrop**. Lathrop stepped in when **Donna Dalton** announced her retirement during the fall 2012 semester. The position was restructured from dean to provost/dean of academic affairs to reflect the changing nature of higher education.

Bean has spent 25 years in higher education, 19 of them at Marshall University in Huntington, W.Va. She is the current associate dean of the College of Liberal Arts and a professor of English. Bean's appointment is slated to begin July 1.

Also effective July 1, Alison Lathrop will become acting associate provost/dean of the faculty. As deputy to LSC's provost, Lathrop will be the primary point of contact and administrative advocate for the faculty. She will also provide administrative support and oversight for the academic affairs area.

A national search for the position of associate provost/dean of the faculty will take place next academic year.

AHEC GROUP. On April 23, **President Bertolino** and Nicole LaPointe, executive director of the Northeastern Vermont Area Health Education Center (NEV-AHEC), co-hosted a meeting with senior executives representing six different regional health centers from in and around Vermont's Northeast Kingdom. The conversation focused on the transformative times confronting both healthcare and education, and the opportunity for the represented organizations to collaborate on ensuring there is a workforce capable of addressing the needs of the healthcare industry in both the short- and long-term. LaPointe is teaming up with LSC's **Ann Nygard** to develop a regional healthcare workforce assessment. The assessment will help build a regional healthcare workforce education model.

THE JOURNALISM TASK FORCE delivered its report to President Bertolino on April 23. The recommendations include locating all of LSC's journalism education in a single program—Electronic Journalism Arts (EJA)—with all work funneling through Lyndon's Vermont Center for Community Journalism (VCCJ). The group recommends adding two writing courses to the EJA curriculum and making internship opportunities available to students from other majors within the VCCJ.

NEASC REPORT. Assessment Coordinator and Professor of Atmospheric Sciences **Bruce Berryman** has drafted LSC's Third-Year Progress Report to NEASC. The report details the College's work on two items highlighted by the 2010 NEASC review team: developing an enrollment management group and implementing the new general education program.

The enrollment management group, led by Dean of Student Affairs **Jonathan Davis** and Acting Associate Academic Dean for Enrollment Management **Heather Bouchey**, has been meeting since September. One example of the group's work is formulating suggestions to the Explorations program to improve retention rates. The General Education Committee, led by Associate Professor of History **Paul Searls**, implemented a new curriculum in fall 2011. Since that time, they have gathered assessment data that will be analyzed this summer. The final report is due to NEASC in late summer.



Kellie Bean

Capital and Facilities

CAMPUS MASTER PLAN. A team of consultants, led by Marty Sienkiewicz of SAS Architects, has spent the past several weeks gathering information on campus infrastructure and facilities. A campus master planning charette was held the afternoon of May 3. A charette is “an intense period of design or planning activity.” The agenda included an overview of the master plan goals and processes that establish the goals and objectives for future physical modifications and/or additions to the campus.

The attendees broke into seven groups for hour-long breakout conversations on maintenance/energy/sustainability; athletics/recreation; student life/food service/public safety; academics; library/information technology; site/landscape/outdoors; and administration/institutional advancement/admissions.

Ideas generated from the focus groups will be compiled, categorized, and prioritized for further investigation and inclusion in the ongoing planning process. A draft plan will be presented to the campus in September, and after review and comment from the college community, the plan will be finalized in October.

NEW SPACE FOR VETERANS LOUNGE. Veterans attending Lyndon State College now have a dedicated space where they can meet with one another, share information, and access support resources. The creation of the Veterans Resource Center is part of continuing efforts to support student veterans as they further their education.

LYNDON CHILDREN’S CENTER CLOSING. The Lyndon Children’s Center, located at the entrance to the campus, will be moving. The Center has experienced financial difficulties in recent years; enrollment declined to as few as three children in the spring of 2012. The Center has identified a potential new site in the Village of Lyndonville. They are in the process of obtaining permits and regulatory approvals. LSC will extend the lease if additional time is needed.

Communications

NEW FACEBOOK PAGE FOR CINEMA/VIDEO PRODUCTION PROGRAM. To help promote and support the new Cinema/Video Production major and the existing Film Studies concentration within the English major, Associate Professor of Philosophy and Film Studies **David Johnston** has created a “Film Studies and Cinema Production at Lyndon” Facebook group. The site provides a venue for news about film-related happenings on or near campus, critical analyses of classic and contemporary films, updates about contemporary commercial and independent filmmaking, and articles on the history of cinema.

Development/Institutional Advancement

\$1 MILLION GIFT ANNOUNCED. President **Bertolino** surprised and delighted the audience during his inaugural address, revealing he had received “official confirmation that the College will receive an anonymous \$1 million gift in 2014.” The newly installed President related the importance of the scholarship fund. LSC is a “small institution with limited resources and 90 percent of students rely on some form of financial aid.”

FOUNDATION CHALLENGE. The LSC Foundation recently approved a challenge \$25,000 gift to the LSC Promise Scholarship Program. The Foundation’s challenge calls for the College to obtain ten \$2,500 gifts, and thereby match the Foundation’s donation.



Lyndon’s new Veterans Resource Center, off the corridor between Vail Center and the Alexander Twilight Theatre.

Over the past three years, 25 students have directly benefitted from the scholarship program; the reported retention rate for these Promise Scholarship students is an astounding 92 percent. President Bertolino and his partner, **Bill Leipold**, have agreed to commit \$5,000 to the program once this challenge is met.

THE 10-YEAR STRATEGIC PLAN STEERING COMMITTEE is being formed with the goal to begin work as soon as possible—hopefully during the summer months. Committee faculty members are **Rod Jacobson** (chair), **David Johnston**, **Pat Shine**, and **Donna Smith**. College staff will be represented by **Kellie Bean**, **Jay Bona**, **Heather Bouchey**, **Mike Dente**, **Sheilah Ladd**, **Jamie Struck**, and **Bob Whittaker**. Students **Milan Krainchich** and **Christopher McCray** will serve on the committee along with external members Annie Howell, VSC chief academic officer and director of academic planning and research, and Alexandra “Alex” MacLean, EB-5 Jay Peak project manager.

ATHLETIC FIELD FUNDRAISING. By the end of June, the all-weather field steering committee will meet to review the architectural rendering of the all-weather field complex and review a case statement for the project that will serve as the primary promotional material for alumni and friends most likely to support the project.

By July, the \$1 million mini-campaign to create the all-weather field at Lyndon will be in full swing. President Bertolino and development staff are beginning to visit with alumni and friends to introduce the project to them and seek their advice on the best way to achieve this goal.

Enrollment Management

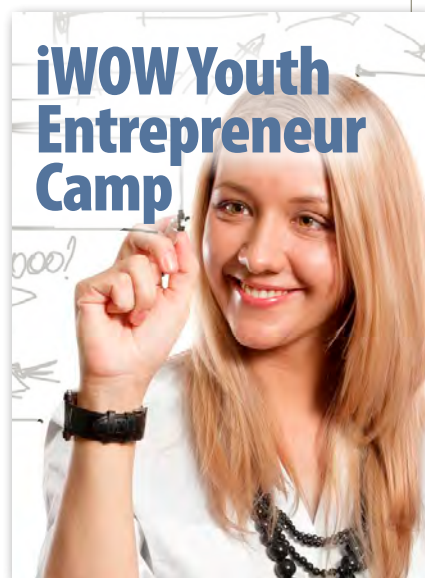
NONTRADITIONAL STUDENT INITIATIVE. Members of the Adult and Continuing Education Exploratory Group have been announced. Faculty members are **Thom Anderson**, **John Castaldo**, **Pauline Dwyer**, **Bill Morison** (chair), and **Meri Stiles**. Staff members serving are **Trevor Barski**, **Keith Chamberlin**, **Hannah Manley**, **Ann Nygard**, and **Angie Ryan-Williams**. Student **Wendy Hilliard** will be part of the group, as will Eileen Illuzzi of North Country Career Center. The group is charged with exploring ways to best engage and serve the educational needs of nontraditional students in the state of Vermont.

RECRUITING INTERNATIONAL STUDENTS, a priority audience for us, has been approached using a number of strategies this year. Assistant Director of Admissions **Trevor Barski** traveled to China and India for direct recruitment, and the College has signed agreements with universities in China and Russia. Admissions counselors are in the process of creating partnerships with a number of different pathway programs as an indirect approach to attracting students from abroad.

SUMMER CAMPS. This summer two new camps for middle school students are being offered. The iWOW Youth Entrepreneur Camp is a week-long day camp for budding business leaders. The Summer Weather Camp is a two-day experience for gifted science students. Both programs are ways of introducing the educational opportunities at LSC to younger audiences.

Information Technology

EXTERNAL REVIEW PROGRESS. The Office of Information Technology external review vendor, MonkeyAngels, Inc, was on campus in late March. They talked with more than 40 students, faculty, and staff in both individual meetings and focus groups. The final report is expected at the end of the spring semester.

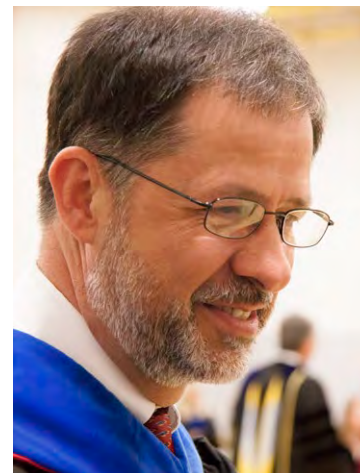


Staffing

LSC'S NEW REGISTRAR, Kathy Maieli, is in charge of all student academic records including permanent grades and transcripts, scheduling classes and maintaining class lists, and enforcing the rules for entering and leaving classes. Maieli comes to LSC after a stint at Vermont Law School, where she served as registrar and director of academic procedures. Her previous experiences have focused on management and administration for a diverse group of academic, nonprofit, and business organizations in Vermont, Alaska, and California.

Maieli is involved with Vermont's viticulture scene; she boasts a vineyard of cold-weather hardy Marquette grapes. She lives in Wilder with her rescued shepherd mix dog Piper.

RETIREMENTS. John Kascenska '82, associate academic dean, will retire from the College effective June 30. He joined the Recreation Resource and Ski Resort Management faculty in 1992. In 2003, Kascenska moved from the faculty to administration; he was promoted to associate academic dean four years later. Kascenska served as the faculty representative to the LSC Alumni Council for 11 years and has been a recipient of the Alumni Association Loyalty Award, the Alumni Association Faculty/Staff Recognition Award, as well as an Alumni Council Honorary member. He remains active in several organizations including the American Mountain Guides Association, American Avalanche Association, American Alpine Club, American Heart Association, SOLO Wilderness Medicine, and the American Institute for Avalanche Research and Education.



John Kascenska

Director of Career Services **Linda Wacholder** will retire this summer. She has been at Lyndon for 25 years, starting in 1988 as then coordinator of career services. She established Dinner with the Boss; a series of nontraditional student lunches, informational workshops, and mini-courses; Adult Learner Recognition Night; and the popular speed networking event. She is also widely known as the "go to" person on campus for finding direct hire and work-study positions. A committee has been formed to search for her replacement, with the goal of having a new director in place by June 15.

Brenda Sweet, staff assistant to the faculty, will retire effective July 19. During her 24-year tenure in this role at the College, Sweet has provided technical support to many academic departments, including Psychology and Human Services, Special Education, Meteorology/Atmospheric Sciences, General Education, Recreation, Foreign Languages, Business Administration, and Exercise Science. In recent years, she has also provided technical support to Athletics and has overseen the operation of the College's Welcome Center. She has been an active member of several committees on campus and in the broader community.

Mark Majors will be retiring on July 5, following 27 years of working within the VSC. Mark began his employment in the library at Johnson State College, and came LSC in 1987 as a library media specialist. In 1999, he moved to LSC's Information Technology Department, working in the area of instructional technology.

Lyndon NewsNet

April and May 2013



Inaugural Ceremony, April 19, left to right: President Bertolino is congratulated by VSC Board Chair Gary Moore, Senator Bernie Sanders, Governor Peter Shumlin, President of Roosevelt University Chuck Middleton, President of University of Texas at Brownsville Juliet Garcia.

Lyndon students (and the Hornet!) accompanied President Bertolino, Bob Whittaker, and Chancellor Tim Donovan at the Statehouse for recognition of National Green and Gold Day on April 17.



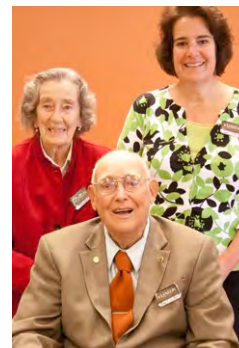
Commencement

Willem Lange will deliver the principal address at the 101st commencement ceremonies on Sunday, May 19. An author and a teacher, Lange has also been a commentator and host for Vermont Public Radio, Vermont Public Television and New Hampshire Public Television (NHPT). Lange writes the weekly column "A Yankee Notebook," which appears in several New England newspapers. He's published several audio recordings and eight books and won an Emmy™ for a one-hour feature program on NHPT. Lange also founded the Geriatric Adventure Society, a group of outdoor enthusiasts.

He will be joined on the dais by Distinguished Alumni Award recipient **Jeff Danielian**, '98, author and teacher resource specialist for the National Association for Gifted Children, and student speaker **Brian Stone**. Ceremonial greeter is **Taylor Ausiker**; **Samantha VanSchoick** will deliver the Ode to the Class of 2013.

An honorary degree will be conferred when **Dr. Ray Griffin** is made an honorary member of the Class of 1942. Griffin attended Lyndon Teachers College until December 1941, when his studies were interrupted by a stint in the United States Air Force. Two of Griffin's daughters are graduates of Lyndon State: Rebecca (Griffin) Tobey '83, and Judith (Griffin) McKelvey '90, both of whom are teachers.

LSC President Joe Bertolino will award Presidential Medals of Distinction to Jan Eastman and Bill Stenger. Eastman was president of the Snelling Center for Government from 1992 to 2006, and was the founder of the Vermont Leadership Institute. Stenger, the president and CEO of Jay Peak and a partner at Burke Mountain, is also the director of the Northeast Kingdom Economic Development Initiative.



Dr. Ray Griffin with his wife, Olive, and daughter, Judith, at September's Homecoming.



Inauguration Wrap up

Joseph A. Bertolino was installed as Lyndon State College's 15th president on April 19. The inauguration, which took place in the Alexander Twilight Theatre at 10:30 a.m., was the centerpiece of an event-filled celebratory week. The occasion gathered many Vermont politicians and dignitaries onto one stage. Delegates from dozens of universities were in attendance, hailing from California to Canada, from Harvard to the University of Oklahoma.

Remarks by Vermont Governor Peter Shumlin and Vermont's U.S. Senator Bernie Sanders opened the ceremony. The inaugural speakers were President of Roosevelt University Chuck Middleton and President of University of Texas at Brownsville Juliet Garcia.

Chancellor of the Vermont State Colleges **Timothy Donovan**, VSC Board of Trustees Chair **Gary Moore** '71, and Student Trustee **Nick Russo** '14 performed the official installation, followed by President Bertolino's inaugural address. In his speech Bertolino underscored the spirit of optimism he sees vital to the College's moving forward, and surprised the audience by announcing LSC's third \$1 million gift, to be received from an anonymous donor in 2014.

Greetings were given by Gary Moore, President of CUNY Queens College



**LSC, Sodexo Sign
"Real Food" Agreement...**

LSC became the 13th college in the nation—and the first VSC school—to sign the "Real Food Campus" commitment when President Bertolino and **Joey McClain** of Sodexo signed the pledge letter. The commitment is a student-led initiative to use more local and sustainably produced food on college campuses. Students learn leadership skills and tools for effective activism and community building. While it is student led, there is a working group that is comprised of students, faculty, and staff to help implement the commitment. Under the agreement, food sources will strive to be ecologically sound, locally sourced, fair trade, and humanely raised. More information about the movement is available at www.realfoodchallenge.org.

... And Pledge to Reduce Food Waste

Lyndon has signed on to the EPA's Food Recovery Challenge, aimed at cutting the amount of food that goes to waste. Eleven New England colleges and universities are already participating in the challenge. In 2011, these schools recovered a total of 4,538 tons of food. The partnership, which was announced in honor of Earth Day, hopes to reduce the 1.64 million tons of food wasted each year in the six New England states. The Challenge encourages organizations to reduce, donate, and recycle as much of their excess food as possible, which saves money, feeds the needy, and helps protect the environment.

James Muyskens, Garrett College's Dean of Student Life George Brelsford, and Bill Stenger, president and CEO of Jay Peak and a partner at Burke Mountain Resort.

Greetings from LSC alumni, faculty, staff, and students were offered by Faculty Assembly Chair **David Johnston**, LSC Foundation President **Lorraine Impey**, **Stephen M. Long Jr.** '62, Admissions Office Manager **Cheri Goldrick**, and Student Government President **Sean Siciliano** '13. The platform party included three of LSC's past presidents—**Peggy Williams**, **Carol A. Moore**, and **Steven M. Gold**.

Business and Education Summit

Vermont State Colleges Chancellor **Tim Donovan** made a surprise announcement during Lyndon State College's Regional Business and Education Summit on April 18 when he unveiled a multi-phase program committed to creating a new workforce education system in the Northeast Kingdom intended to become a model for the rest of the state.

The day-long session gathered educators and members of the business, agricultural, and manufacturing communities together to discuss ways local leaders can help Northeast Kingdom students thrive. President and CEO of Jay Peak, Bill Stenger, was the morning's keynote speaker. Stenger is also director of the Northeast Kingdom Economic Development Initiative. The Initiative's projects are expected to create thousands of jobs and pump \$500 million in business investments in the region.

Chancellor Donovan closed the day by outlining the VSC's plans. Phase one involves completing a needs assessment of the jobs that are expected from these projects. The assessment will be conducted in coordination with Vermont's Department of Labor and Commerce. Phase two sees the VSC commit \$25,000—half the cost—toward the Innovation Engineering Management System. This system, developed by the Vermont Manufacturing Extension Center, is a method of applying proven engineering processes to help a regional partnership zero in on the innovations and ideas most capable of supporting both students and employers.

Spring Service Trip to Guatemala

Eight LSC students and their two chaperones spent spring break completing a number of projects in Antigua, Guatemala. Students **Julie Austin**, **Kali Colapietro**, **Margaret George**, **Abram Hinman**, **Charlie Jobin**, **Haley Masure**, **Chelsea Merrill**, and **Laura Young**—along with chaperones **Meri Stiles** and **Janet Thorn**—spent a week working hard and loving it. One of the completed building projects was a storage shed for a women's clothing and soap-making cooperative. The shed will allow them to increase their daily soap production by an astonishing 900 percent—from 200 to 2,000 bars a day. In addition to the work, the group enjoyed cultural activities such as visiting the artisan markets, hiking Volcano Pacaya, and sampling the pancakes at a macadamia nut farm.



What I used to think was bad, I realize now really isn't that bad at all. This experience has allowed us to experience happiness in a much different setting than we are used to. — Laura Young



Emmy Nominee? Emmy Winner!

Tyler Dumont, a junior in LSC's Electronic Journalism Arts program, won an Emmy™ from the New York Chapter of the National Academy of Television Arts and Sciences. Dumont's award came in the category "Best Education Program Feature or Segment" for a profile of the U.S. Naval Academy. This year's award ceremony was held April 14. The winning segment can be seen at: www.youtube.com/watch?v=71UUIuVAyNE



Nick Russo '14 has been selected as LSC's recipient of the Vermont Campus Compact's 2013 Engaged Student Award. This award is given to a student or student group at a VCC member campus who demonstrates a significant investment of time and energy into activities that promote and support engagement at their institution and among their peers. Russo, a senior Television Studies major, is the student representative to the Vermont State Colleges Board of Trustees and chairs the VSC Student Association. Russo was honored for his work and accomplishments at the VCC Engaged Campus Forum on April 12 in Burlington, Vt.

STUDENTS

Media Giant: It's Awards Season Again!

NewsLINC, Lyndon State College's student-run online news outlet, is headed to the national Mark of Excellence (MOE) competition after placing first in Region One for "Best Affiliated Website." The MOE, presented by the Society of Professional Journalists (SPJ), honors the best in student journalism with categories for print, radio, television, and online collegiate journalism.

Entries are first judged on the regional level. First place regional winners advance to the national competition among category winners from the 12 SPJ regions; Lyndon students were competing against other students in the SPJ's Region One. Schools are also judged based on student graduate and undergraduate enrollment. LSC's entries were classified in the "small college" category—for schools with less than 5,000 students.

LSC's student-run weekly newspaper, *The Critic*, placed two entries in the regional competition. "Spring Dip" by **Bryan Barber**, **Danielle Drown**, and **Sierra Willenburg** won second in the "Feature Photography" category. **Tyler Dumont's** article, "Professor Accused of Sexual Harassment" placed third in "In-Depth Reporting." National winners will be notified in the late spring.



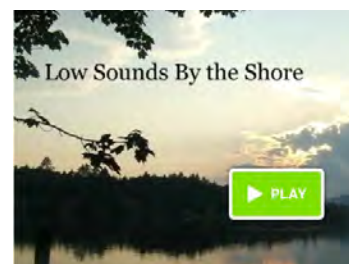
EJA students produce news programming for all kinds of new media platforms, including tablets and smart phones.

Exercise Science Students Serving Local First Responders

Certified senior Exercise Science students **Brandon Lloyd**, **Joseph Kill**, and **Sam Orfanidis** recently instituted a strength and conditioning regimen for the Lyndonville Fire Department. Captain Tim Nolan wrote, "The participation of the LSC students in our Fire Department Fitness Program has been outstanding! I can't say enough about the caliber of the students; their subject knowledge and professionalism is top rate. The Lyndonville Fire Department is setting out to create a culture-changing fitness program. We view LSC as a potential long-term partner in this process. You're helping protect the lives of your local lifesavers."

Kickstarting a Film Career

LSC English major **Wesley Hatch** started a Kickstarter film project called "Low Sounds by the Shore," a documentary about one man's week in the woods and the connections he makes to nature, himself, and the people he meets on his journey. He reached his \$3,000 fundraising goal at noon on May 8. A promotional clip can be viewed at: <http://lyndon.co/LowSoundsBytheShore>.



Alpha Lambda Delta Inductees

Lyndon State College inducted 17 freshmen to Alpha Lambda Delta (ALD) on April 22. ALD is a national honor society for students who have maintained a GPA of 3.5 or higher and are in the top 20 percent of their class during their first year of higher education. The inductees are **Dominick Agresta**, **Andrew Baughn**, **Autumn Beaton**, **Stephanie Burke**, **Sarah Burnett**, **Holly Cannon**, **Xiaohong Chen**, **Camille Delongis**, **Laura Drake**, **Michelle Farrell**, **Erin Holt**, **Allison Lafleur**, **Meagan Leduc**, **Liz Mainville**, **Jordan Racine**, **Aimee Thompson**, and **Arianna Varuolo-Clarke**.



Davis Named to All-NAC Softball Team

Katie Davis, a sophomore pitcher and outfielder, has been named to the All-North Atlantic Conference Second Team. Davis had an outstanding year both at the plate and in the pitcher's circle. She hit .267 on the season with 24 hits, nine runs scored, three doubles, a team-leading two home runs, and 16 runs-batted-in. She had 33 total bases and an on-base percentage of .327. In the pitcher's circle, she collected eight wins, completed 17 games, and struck out 101 batters in 121.2 innings.

CHINA OUTREACH

Assistant Professor of Electronic Journalism Arts **Meaghan Meachem** spent April break in Shanghai, China, talking with faculty and students at Shanghai International Studies University about creating a partnership with LSC. She gave a lecture while there, and toured both International Channel Shanghai (ICS) and Shanghai World Television (SWT).



Annual Leadership Banquet

The annual Leadership Banquet was held on May 2. Sponsored by the Student Government Association, Residence Hall Association, and the Department of Student Life, it was an opportunity to highlight the accomplishments of student leaders on campus during the 2012–2013 academic year.

ATHLETICS

Softball: Hornets Earn Historic Victory

PLACE THIRD AT NAC TOURNAMENT

In the 16-year history of the North Atlantic Conference, no softball team seeded below No. 6 has advanced to the league championship... until now. On April 23, sophomore pitcher **Katie Davis** would allow just one run on four hits in leading the Lyndon softball team past second-seeded New England College by a score of 5–1 in the NAC Quarterfinals.

With the win, the Hornets advanced to the conference's double-elimination championship tournament, held at Husson University, where they fell 6–0 to Castleton in the first round. In the ensuing elimination game, Davis swatted a key two-run single in the sixth as the Hornets rallied from a two-run deficit to record a 3–2 victory over fifth-seeded University of Maine at Farmington, thus ending the Beavers' season.

On Saturday, Castleton would end Lyndon's title run with an 8–0 win over the Hornets in five innings. With the loss, Lyndon ended its 2013 season with a mark of 11–23. Davis, along with sophomore second baseman **Jena Finnegan**, was named to the All-Tournament Team.

Lacrosse: Patten Sets Lyndon Scoring Record

In his first season of competitive lacrosse at the collegiate level, **Tim Patten** tallied 34 goals and earned 14 assists for a total of 48 points. The two goals and two assists (for four points) he contributed in Lyndon's 20–4 season-ending loss to Canton on May 1 at LSC were enough to set a new single-season scoring mark in the six-year history of the Hornet lacrosse program, eclipsing Chris Mansour's previous record of 45 points, set in 2009.



FACULTY NOTES

Professor of Mathematics **Jim Bozeman** was interviewed for community television about his research on using mathematics to ensure electoral fairness (also the subject of a VSC Faculty Fellow Lecture Bozeman delivered at LSC on April 24). The interviews ran on cable-based "Town Meeting Television." It can also be seen at: www.cctv.org/watch-tv/programs/using-mathematics-ensure-electoral-fairness.



Assistant Professor of Atmospheric Sciences **Janel Hanrahan** and some of her students presented at the New Hampshire Teachers of Mathematics Spring Conference in April in Manchester, N.H. The conference, which honored the organization's 50 years of service to mathematics educators throughout New England, also focused on the future of math education.



Vail's House to the White House

On May 7, the Manor Vail Society Committee hosted the new Vail Museum's first special program entitled, "From Vail's House to the White House—Lyndon Teachers College Baseball, 1955–1958." The event, complete with baseball music and a baseball-themed lunch, included video footage of baseball coach **Mel Schmid**, memories shared by coach **Rolland Lafayette**, and reflections from several of the baseball players from this era who made trips south to the White House (thanks to the connections of the father of **Preston "Tootie" Bruce '58**).



LSC's baseball team present President Eisenhower with Vermont maple syrup during a visit in 1957.



LSC baseball players and coaches from the late 50s and early 60s gathered to share stories on May 7.

Professor of History and Director of the LSC Institute of Russian Language, History, and Culture **Alexander Strokanov** was invited to lead a section during the international internet forum "Russian Language between Europe and Asia" in Perm, Russia. The section is called "Russian Language in the Dialogue of Cultures."

Strokanov is also the author of "The Concept of Terrorism in the Discourse of International News Online Resources," an article in an upcoming edition of the journal *Vector of Science*.

Additionally, Strokanov was interviewed by Voice of Russia "American Edition" host Rob Sachs. The two discussed a controversial Russian magazine article where the author called several female Russian lawmakers "political prostitutes."

Professor Strokanov was also instrumental in presenting the annual Russian Language Olympiad at LSC on May 4. The competition, open to high school and college students, included skills testing in spoken Russian, written Russian, declamation, and video declamation.



Globe-trotting Alexandre Strokanov, center, with a group of Lyndon students traveling Europe over spring break.

ALUMNI

Making News: EJA, TVS, and CAS Alumni

ON THE SCENE AT THE BOSTON MARATHON AND IN WEST, TEXAS

They may have been wearing other colors during LSC's Inauguration week, but EJA/TVS/CAS alums did the "Green and Gold" proud on the front lines of the Boston Marathon bombing, the subsequent five-day manhunt, and the tragic explosion of a fertilizer factory in Texas—on the job reporting news and information regionally and nationwide.

Here's a roll call of the Lyndon alums working at the news outlets that covered events as they unfolded in Boston. WBZ 4 CBS, Boston: **Chris Gobeille '95** photographer, **Nate Isenor '99** photographer. WFXT 25 Fox, Boston: **Michael Davis '86** freelance photographer, **Andrew Devine '00**, photographer/lead van tech for AM News, **Ken Donnelly '08** producer, **Tom Korsak '02** photographer, **Rick LeBlanc '01** editor, **Mark Parkinson '98** photographer, **Aron Willey '96** chief photographer. WCVB 5 ABC: **Richard Carew '91** freelance videographer. New England Cable News: **David Jacobs '05** Photographer, **Nik Saragosa '07** photographer, **Jon Silvius '01** producer, **Dan Valente '08** photographer. WMUR 9 ABC, Manchester, N.H.: **Angela Deering Tetreault '97** producer, **Paul Falco '93** photographer/Editor, **Heather Hamel Wood '98** Reporter, **Ryan Murphy '93** photographer, **Stephen Reardon '85** Photographer, **Daniel Ryan '94** Photographer, **Christian Shepherd '93** photographer, **Philip Tetreault '96** photographer. News 12 Connecticut: **Matt Cyr '05** photographer. Your News Now, Albany, N.Y.: **Nick Cowdrey '03** managing editor, **David Jacobs '02** executive A.M. producer. **Chris Shadrock '11** reported on the Texas fertilizer plant explosion for KWTX 10 CBS, Waco.



Top: That's LSC's Matt Cyr with the camera on the left, scrambling for a better vantage point. Below: Phil Tetreault captured this image of suspect Dzhokhar Tsarnaev being transported by ambulance after his arrest.

Rites of spring.

The last weeks of April 2013, were nearly unprecedented in the level of activity on the Lyndon campus. In addition to the traditions that usually mark the arrival of spring at LSC—Earth Day, Spring Day, and Spring Dip—we celebrated the inauguration of Joseph Bertolino as LSC’s 15th president with a week of special events.



National Green and Gold Day on April 17 concluded with a fireworks display over the campus.

APRIL 14



◀ Inaugural week kicked off with the premiere of the feature film *Northern Borders*, directed by Jay Craven (left).

APRIL 16

▶ Community service was the theme of day three of inauguration week. Members of the Lyndon community pitched in at the Lyndon Outing Club and Powers Park in Lyndonville.



APRIL 17



◀ National Green and Gold Day included a visit to the Statehouse to hear the reading of a proclamation in recognition of the day, the College, and the inauguration of President Bertolino.

APRIL 18

▶ Bill Stenger was one of many presenters at the Regional Business and Education Summit.



APRIL 19



◀ LSC’s Suncooked led the crowd in a rousing, bluegrass-inflected arrangement of the Alma Mater to close President Bertolino’s inauguration ceremony.

APRIL 22

▶ Earth Day includes numerous demonstrations and presentations on the environment.



APRIL 26

▶ The tug-of-war between the Atmospheric Sciences and Exercise Science departments has become an annual Spring Day tradition. The self-described “weather geeks” (top photo) took two out of three contests.



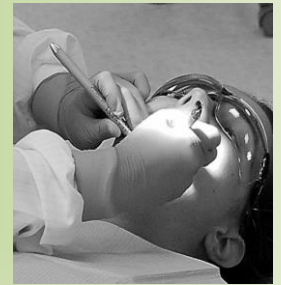
MAY 1

▶ Spring Dip, now in its seventh year, raised \$2,249 for student scholarships.



VERMONT TECH

VERMONT TECHNICAL COLLEGE President's Report



A Report to the
Vermont State Colleges Board of Trustees
by Philip A. Conroy, Jr., President

May 2013

President's Office



This report comes on the heels of our 147th commencement, and the arrival of springtime in Vermont. As the trees in our apple orchard bloom once again, another “season” of our students blossom into young professionals.

Much has been accomplished since the students arrived back from break in March. The last five weeks in the spring semester are typically the busiest as we ramp up to cross that finish line we call commencement, but as we just celebrated one group of students we still have two much smaller groups of students to honor. They are our Vermont Academy of Science & Technology students who will literally nearly be graduating at the time I submit this report and our Licensed Practical Nursing students who are in their last weeks of their time here and will graduate on June 22nd. So as we continue to march on and keep pace in our mission of higher education I have reported only the highlights for the past month and I look forward to any questions you may have.

Until the fall semester,

Phil Conroy



Center for Sustainable Practices

On April 30th we celebrated the groundbreaking for the Central Vermont Recovered Biomass Facility Anaerobic Digester. This facility will be located on our Randolph Center Campus, and the anaerobic digester will use natural biological processes to produce electricity and heat from food waste and manure.

Attended by Vermont Governor **Peter Shumlin**, Vermont Secretary of Agriculture **Chuck Ross**, Public Service Department Commissioner **Chris Recchia**, Vermont Sustainable Jobs Fund Executive Director **Ellen Kahler**, Chancellor **Timothy Donovan**, and BOT members: **Gary Moore**, **Tim Jerman**, **Karen Luneau** and **Heidi Pelletier**, this ceremony marked the next stage in development of the project.

This facility will become a focus for education in renewable energy, waste management, sustainable agriculture, and contribute to the health of our soils here in Vermont and the region. It will be a source of knowledge for researchers, lawmakers, policy-makers, the resource management industry, and so many more here in Vermont and throughout New England. This state-of-the-art technology is a step towards our larger goal of campus-wide sustainability and a resource for providing a cutting-edge applied education.

It will be constructed near our central heating plant, where it affords ease of operation in transferring power to Vermont's electric grid as well as heat to the campus, and it will be co-located with the farm fields on the main campus.



“This is where we connect the dots to grow jobs and economic prosperity for Vermont... actually helping this country chart a course for a green power future with projects like this; that's going to ensure that Vermont does it's part to have a stronger and healthier planet in the future,” — Vermont Governor Peter Shumlin.



Vermont Interactive Technologies

New Programs Launch

In response to Vermonters' requests, VIT is piloting two of its own programs -one in May and one in June. The May series titled "Plunge Into Planting" boasts highly skilled and well known presenters like **Charlie Nardozi**. The series consists of 4 seminars which are scheduled for May 9th, 14th, 22nd, and 28th from 6:00-7:30 PM. Topics include: Container Gardening, Hardy Roses for Vermont, Edible Landscaping, and Choosing & Caring for Trees. Attendees can attend one or all four sessions. The June series titled "Be Great in 8-Eight Financial Steps that Make Cents", is a financial series built by women for women, in partnership with a Rutland based financial planner. "Be Great in 8", consists of four hands-on workshops designed to give women tangible skills and a financial plan by series' end. The series will be offered June 6th, 13th, 20th & 27th from 6:00-7:30 PM. For more information or to register, visit www.vitlink.org.

Mobile System Deployed to Castleton for VSAC Conference

The VIT Team recently set up and supported its large room mobile videoconferencing system at Castleton State College for VSAC's College Pathways 2013. The college planning event, available to high school sophomores, juniors, and parents, connected the CSC student center to VIT sites around the state. Over 150 people were in attendance.

Consulting Contracts

VIT has been contracted to design and install an in-house videoconferencing system for a for-profit company moving to southern Vermont. The installation is scheduled to take place in early summer. The company is currently using VIT's public system, but the volume of use justifies an in-house set-up. The company will use the system to conduct focus groups and to meet with clients and partners nationwide. VIT will support these connections on its bridge.

In addition, VIT continues to support the in-house videoconferencing system it installed at the Vermont Supreme Court. Attorneys appear before the Supreme Court from VIT sites around the state. This allows attorneys to save time and financial costs of traveling long distances.

Vermont Small Business Development Center



VtSBDC celebrated its 20th anniversary on Wednesday, April 25th on our Randolph Center Campus. The ceremony was held as a breakfast event and **John Boutin**, Publisher of Vermont Business Magazine acted as Master of Ceremonies. Sponsors of the event were Vermont Economic Development Authority, Community National Bank and Comcast.

The highlight of the program was the presentation of Awards of Recognition to businesses in the categories of: *Young Entrepreneur, Strategic Growth, Social Responsibility, Family Owned, Transformational Change, Value added Ag, Life cycle Client, e-Commerce Strategy, Start-up Success, Exporting Success, Sustainable Business, Innovation, Woman Owned Business, The Little Nonprofit That Could, Coolest Most Sustainable Retailer, Survived Irene.*

Dignitaries from Senators Leahy and Sanders and Congressman Welch's office plus the Small Business Administration (SBA) were on hand to congratulate the recipients. In total 60 businesses were honored in 16 categories.

Lenae Quillen-Blume, who will be retiring as the State Director of VtSBDC in June of this year, was also honored at the event.

Linda Rossi, who currently serves as the Associate State Director of the Vermont Small Business Development Center, has accepted the position of Director of the Vermont SBDC. She will begin her new duties on July 1st.

Continuing Education & Workforce Development Updates

Enrollment for summer session began April 1st – They have done several marketing pushes and will continue through this month by attending such events as the Vermont Business Expo on the 22nd & 23rd of May with the Admissions Office. They attended the Education Policy Institute Workforce Development Forum in March and the Regional Business & Education Summit on Thursday, April 18th at Lyndon State College.

CEWD is offering a new class in Poultry Processing, which will run from May 20th – 24th and this course will give the beginning student an understanding of the workings of a poultry processing facility.

CEWD just signed a multi-year memorandum of understanding with GS Precision in Brattleboro to deliver credit courses as part of the Advanced Machinist Certificate Program. That is the same program being delivered to GW Plastics & North Hartland Tool and similar to the GE program.

Governor **Peter Shumlin** addressed 55 Electrical & Plumbing Apprenticeship graduates on April 13th.

Funding from the Department of Labor (DOL) Green Jobs grant along with funding from the Department of Energy (DOE) Northeast Solar Instructor Training Network (with Hudson Valley Community College) was used to purchase equipment and supplies for a 5 kW solar photovoltaic installation on a mock roof next to Langevin House and the Market Garden. This system installation was led by faculty members **John Kidder**, **Doug Wells** and **Geof Finkels** along with Sustainable Design students. Our students also completed the structure design as an exercise in the Architectural Engineering Technology program. It will be used for workforce green trainings under Continuing Education as well as for renewable energy courses.

Funding from the Green Jobs DOL grant was also used for supplies necessary for two students to complete a demonstration solar hot water system on a cart. Students who completed this system as a part of their senior projects were **James Taylor** and **Dan Rapoza**. This will enable Continuing Education to offer solar hot water trainings throughout the state.

With a “Business Training & Development” focus, **Dianne Gross Percy** is currently working on several projects and initiatives, too numerous to list them all. Below are some examples of her work.

- Conducting a six-week leadership series for GS Precision, Inc. in Brattleboro. This will include six full days of training for 30 employees in the areas of communication, managing conflict, having difficult conversations, giving feedback, understanding leadership styles, and coping with change.
- Designing and monitoring a new, customized Communication training program for 175 employees at VT Precision in Swanton.
- Designing and making arrangements for training sessions for the Nursing Conference that will be offered by CEWD on July 25th.

Rachel Fussell has joined Vermont Tech as a VISTA – Americorps volunteer for the year and will be working with Molly Willard on agriculture/food systems programs in CEWD. Rachel moved to Vermont after working as a Food Policy Researcher with the non-profit organization, Food & Water Watch, in Washington, D.C. Prior to her stint in the big city, Rachel worked on a diversified vegetable and poultry farm while also working with the Polk County Office of Agricultural Economic Development in North Carolina. She received her B.A. in Environmental Policy and Economics from Warren Wilson College in Asheville, N.C., where she spent her summers traveling to Alaska and the Pacific Northwest to work with various non-profits on conservation issues.

Academic Affairs



Honors Convocation

The 2013 Student Honors Convocation was held on Thursday, April 11th at 6 p.m. in Judd Gymnasium. Approximately 150 Vermont Tech students were honored that evening, including athletic awards, professional society-sponsored awards, and honor society inductions. Students were inducted into Phi Theta Kappa, Tau Alpha Pi, and Alpha Delta Nu, the newly-organized honor society for Associate Degree Nursing students. Representatives from AIA Vermont, ASHRAE, the Vermont Auto Enthusiasts, the VSNA, the Vermont Nursery and Landscape Assn., the Vermont Section of the American Society of Civil Engineers, as well as the children of W. Newton Ryerson, were on hand to present their awards. This was our largest Convocation yet – with more than 250 faculty, students, families and friends in attendance.

Commencement

On Saturday, May 4th, the 147th Commencement of Vermont Technical College was held at Norwich University. Commencement followed the Nursing and Dental Hygiene pinning ceremonies. 507 graduates were awarded their associate or baccalaureate degrees (369 associate, 138 baccalaureate). The largest pool of graduates was Nursing with 135. The second largest pools were Business, Electrical, and Computer Engineering Technology with 47 graduates each. The commencement speaker was **Gordon Sprague**, a native of Brookfield, VT, and businessman, who was also awarded the degree, doctor of science, *honoris causa*. The student speaker was **Charles Hathaway**, a graduate of the Computer Software Engineering program.

The Part Time Faculty Excellence in Teaching Award was presented to **Tom Daniels**, who teaches in the Business Management Technology program. **Alexis Paige**, an instructor in the English, Humanities and Social Sciences department, also received the Award. Alexis was unable to be at the Commencement.

VAST Graduation

The Vermont Academy of Science and Technology (VAST) held its 24th graduation ceremony on Tuesday, May 14th at the Randolph Center campus. The class of 2013 is the largest graduating class in VAST's history, including 51 graduates from 31 different schools – public, private and home. Twenty-four of the graduates will be returning next fall to complete a Vermont Tech degree. **Kayla Robinson** from Berlin, Vermont and **Timothy Rebeor** from Fairfax, Vermont were recognized as co-valedictorians, each with perfect 4.0 GPAs.

Online Teaching Training

Vermont Tech's online program offerings will increase dramatically this fall with the launch of two new baccalaureate programs – Bachelor of Science in Nursing and Bachelor of Science in Applied Business Management. Several faculty are currently developing the online classes that will be offered in these new programs.

In addition, the Vermont Tech Online Programs Team has organized a two-day Faculty Orientation and Training aimed at honing skills for the Online Classroom. Beginning with trends in online pedagogy and culminating with content delivery technology, this event will be an interactive, hands-on, and collaborative learning experience that will help prepare faculty for teaching online at Vermont Tech. Workshops are scheduled on two separate occasions, once in Randolph Center and once in Williston.

In 2014 the Dental Hygiene Program will be changing their curriculum to a Baccalaureate Degree Entry Level. Students entering the program will earn their associate's degree after the third clinical year of their education and can complete their baccalaureate degree with one additional year through online courses.

Faculty Promotions and Tenure

The following faculty have recently been promoted: Sarah Silbert of the EHSS Department is promoted to the rank of professor; Allan Rodgers of the Business Department is promoted to the rank of professor with tenure; Marlys Eddy of the Landscape Design & Sustainable Horticulture Department is promoted to the rank of associate professor with tenure; Victoria Elgin of the

Nursing Department is promoted to the rank of associate professor with tenure; Sosten Lungu of the Agriculture Department is promoted to the rank of associate professor with tenure; Linda Otero of the Nursing Department is promoted to the rank of associate professor with tenure; and Sheila Bannister of the Dental Hygiene Department has been promoted to the rank of associate professor with tenure.

Administration

Fiscal 2014 budget presentations are complete and final preparations are being made ahead of presentation to the VSC for approval. As part of our strategic plan implementation we have written a three year business plan that outlines a path to continued success and financial sustainability for Vermont Tech.

Facilities

Due to anticipated need for more residential space in Williston, we reached an agreement with a nearby apartment complex to lease a small number of rooms to residential students. Final details on leased space will be worked out when the number of rooms can be quantified.

The Faculty Assembly, Facilities Committee is leading the effort to update Vermont Tech's master plan written in 2007 in cooperation with the Dean of Administration. We anticipate identifying the core team to begin this process over the summer. We are in the planning phase for a new specialty food and dairy processing facility at the Enterprise Center, which will be funded in large part by the Round 2 TAACCT Grant.

Agricultural Operations

Dr. Christopher Dutton will be the first Director of the Institute for Applied Agriculture and Food Systems. Dr. Dutton appointment begins formally on July 1. As Institute Director, he will oversee the TAACCT Grant Round 2, work closely with the Academic Dean to expand the agriculture education offerings, and manage the college's farms and other agricultural assets including the new food processing center focusing on dairy and produce.

The farm looks forward to a new growing season. We had a successful sugaring season, producing 642 gallons of maple syrup, which is over a third of a gallon per tree. Syrup is available for purchase through the business office.

Andy Wood (DFM '07), Herd Manager is leaving Vermont Tech for a position in agriculture finance in Montpelier and **Stephanie Nault (DFM '11)** will serve as the interim Herd Manager. **Rachael Arsenault (DFM '13)** is serving as the Manager of the Market Garden this summer while Molly Willard is on parental leave.

Conference & Events

As many of the departments at the College catch their breath, Conferences & Events is gearing up for another, busy summer. It will be all hands on deck to give more than nine returning and two new groups a wonderful experience at Vermont Tech, and it does not happen without the help of our Facilities Department, Sodexo, and Student Assistant, **Becca Brauch (BSCSE '14)**, along with a welcoming community all around the Randolph Center Campus. Some of our returning groups are Future Farmers of America (FFA), and American Legion Auxiliary – Girl's State. We are always pleased to see returning and new groups come to campus and we are very excited to host the Governor's Institute from July 28th – August 3rd and we hope they become one of our many returning customers.



The
GOVERNOR'S
INSTITUTES
of VERMONT

Student Affairs

In the spring semester we hosted 12 Saudi Arabian Students through the International Education Semester and as we continue to participate in this program we anticipate the arrival of 9 more students from Saudi Arabia for the summer and have accepted 27 for the fall semester.

Residence Life

Residence Life continues to evolve with the changing needs of today's college students. The part-time Residence Hall Directors will assume full-time positions in 2013-2014. More rooms on the Randolph Center Campus are being offered as singles as the demand for them grows. Finally, there is no longer enough capacity to house residents in Williston Hall. Officials have actively pursued and are making arrangements for college-sponsored housing in privately-owned apartments, just blocks away from the Williston Campus.

Career Development

The 12th Annual Career Fair, sponsored by **Karry Booska (ECM '03, BSBUS '05)**, Director of Career Development, took place on Wednesday, February 27th. There were 70 employers present despite a snow/ice storm, representing an opportunity for almost every major. Some of the employers were: Advanced Research Associates, Ellison Surface Technologies, Green Mountain Coffee Roasters, Whiting-Turner Contractors, and Maine Drilling & Blasting. Several Employers have extended job offers to Vermont Tech students as a result of the career fair. Once again this event was a huge success with over 350 students participating from the Randolph Center Campus and 40 from the Williston Campus.



Randolph Center Campus News

It was a successful year for the Vermont Tech Knights on and off the courts and fields. The men's and women's soccer teams...The men's and women's cross country teams...The men's and women's basketball teams...The Student Athletic Advisory Council hosted several events designed to increase student participation at home games. The council also implemented two key community service projects. Their college cleanup effort helped beautify the campus grounds. Their big brother-big sister program created stronger connections with youth in local athletics programs.

Several of our student athletes received honors and they are as follows:

- YSCC All-Conference: Women's Soccer — **Ashley Lockerby**; Men's Basketball — **Alex Tyrrell & Josh Lindsay**; and Women's Basketball — **Kelly Vellek & Ama Baker**
- USCAA Basketball: All-American — **Alex Tyrrell**; 2nd Team — **Ama Baker & Josh Lindsay**; Honorable mention — **Kelly Vellek**
- Academic All-American: Women's Cross Country — **Brittney Osborne**; Men's Cross Country/Men's Basketball — **Ryan Follensbee**; Women's Soccer/Women's Basketball — **Alyssa Cassanelli**; Men's Basketball — **Alex Tyrrell & Josh Lindsey**; Men's Soccer — **Brigham Reese, James Myers, Matthew Golden & Ramsey Allen**
- Athletic Awards: Male Athlete of the Year — **Alex Tyrrell**; Female Athlete of the Year — **Kelly Vellek**; Male Scholar Athlete of the Year — **Brigham Reese**; Female Scholar Athlete of the Year — **Alyssa Cassanelli**
- Angus Murray Award — **Tabitha Totten**
- Edward Kibby Award — **Kyle Wells**

Williston Campus News

Over 80 Vermonters were treated on the 2013 Free Dental Day, held on April 6th, sponsored by the Vermont Dental Hygienists' Association and held recently at our Williston Campus, highlighted the many dental professionals willing to donate their time to provide care to people who need but cannot afford dental care.

The last few months of the semester tend to be the busiest ones! They are jammed packed with fun student activities, study time for finals, crunch time in the labs working on projects, and at least a little bit of pick-up volleyball on the green. This spring was no different!

The Williston Student Council planned their busiest April on record for student events. We held our first Saturday evening event, a very successful dinner and comedy show with **Rusty Dewees**, *The Logger*, with over 50 students in attendance. We also hosted our first Earth Day celebration. Our day was busy with videos by activist **Bill McKibbin**, solar powered smoothies, a carbon footprint-free lunch and a campus clean-up & green-up. Other events on campus included a food drive by our nursing students, a bone marrow donor drive and pick-up basketball nights hosted by our Basketball Club. The event that our students look forward to all year is our year end cruise on the Spirit of the Ethan Allen on Lake Champlain. It is a fun evening where the students get to enjoy a beautiful evening on the lake, as well as dinner and dancing.



This year's graduating class included 4 of our Student Council members, **Frank Flemings II**, **Alex Kaigle**, **Dennis Prevost Jr.**, and **Brandon Gendreau**. They have been on the council for 3 years and brought so much energy and enthusiasm to our council. Their hard work and dedication to the council will be greatly missed.

Enrollment Management

Jay Paterson, Executive Director of Strategic College Operations has recently assumed the combined position of Dean of Enrollment Management and Student Affairs. This change gives us an opportunity to strengthen student services at the operational level with a full time student affairs position at the Williston Campus and an additional position focusing on direct service to students including student activities and international student affairs at the Randolph Center Campus.

Admissions

Spring Events

The Williston Open House on April 13th had prospective and admitted students in attendance. We had combined, over 100 students attend either the Randolph Center Admitted Student Open House on April 20th or the Randolph Center Junior Preview day on April 27th and 73 students were admitted for fall 2013.

The Consortium of Vermont Colleges Annual Bus Tour brought 34 out-of-state guidance counselors to campus on April 21st for a campus tour and introduction to our programs, students, faculty and staff.

To date we have 502 students deposited for the fall 2013 semester and most programs are still accepting applications. Those closed include Dental Hygiene and PN/ADN (all sites closed except Bennington and Brattleboro).

Spring travel is in full swing. We're attending national, regional and high school fairs. We continue to see many high school groups on campus for special visits as well.

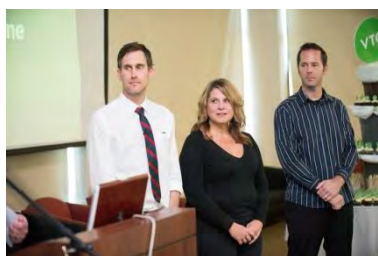
Looking Forward - VAST 2014

Thus far, 46 VAST applicants have been offered admission to the Class of 2014 with 20 applications near completion and new applications still arriving.

The incoming class of VAST students and their parents will have their own separate orientation in addition to the VAST students attending the regular new student orientation at either the Randolph or Williston campus. This will insure they are in a 'college frame of mind' and have all the tools necessary for a successful academic and social start to their college experience when classes start in August.

A new video was created and is available on the VAST admission page of the website (<http://www.vtc.edu/vast>) that introduces prospective students, parents and educators to what a VAST experience is like. It features faculty, administrators, parents of VAST graduates and current students in the VAST program.

Institutional Advancement



At 12:15pm on Thursday, May 2nd more than 100 members of the college “joined-hands” across the State via VIT, for the Kick-Off of our new Branding and Marketing Plan. The presentation could be viewed at our Williston, Brattleboro, and Bennington Campuses along with any other nursing site that had classes scheduled. This was an opportunity for the college community to meet and see all of the work that has been done thus far with our new Marketing Firm, Swire (goswire.com). This firm was chosen after a long RFP process and they spent a full week in Vermont interviewing our college constituents to find out what we were all about. After sifting through all of their data from numerous focus groups they concluded that Vermont Tech is Rooted, Practical, Supportive, Personal, Optimistic and Confident. In honor of the announcement of our new Logo T-shirts, pens and car decals were distributed to all in attendance across the state, not to mention everyone enjoyed good music and a free cupcake as they participated in this celebration.

In The News

Vermont Tech Holds Groundbreaking Ceremony for Biomass Anaerobic Digester

<http://vtdigger.org/2013/05/01/vermont-technical-college-holds-groundbreaking-ceremony-for-biomass-anaerobic-digester/>

You can find articles or videos published about this at the following:

- Vermontbiz.com
- VT Digger
- Rutland Herald
- Boston.com
- Green Energy Times
- Biomass Magazine
- Waste Management World
- Bioenergy News
- YouTube
- WPTZ: <http://bit.ly/17w11Fr>

