

Minutes of the Vermont State Colleges Board of Trustees meeting held Thursday, May 23, 2013, APPROVED by the Board Thursday, August 1, 2013.

A meeting of the Vermont State Colleges Board of Trustees was held on Thursday, May 23, 2013 at the Stearns Performance Space, Johnson State College, Johnson, Vermont.

The following were present:

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

Absent: Kraig Hannum

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:

Dave Bergh, JSC Dean of Students
Joe Candido, Fifth Element Associates
Dave Cavanagh, Co-Director, External Degree Program
Tess Conant, VSC UP President
Scott Dikeman, CSC Dean of Administration
Claudia Eisinger, Fifth Element Associates
Joe Farara, JSC Faculty Librarian
Penny Howrigan, JSC Associate Dean of Enrollment
Jo Ann Lamore, JSC Associate Academic Dean
Tara Lidstone, VIT Executive Director
Geoff Lindemer, VTC Dean of Administration
Karen Madden, JSC Director of Academic Support
Phil Petty, VTC Academic Dean
Dan Regan, JSC Academic Dean
Brett Sargent, VTC Dean of Academic Program Development
Sharron Scott, JSC Dean of Administration

John Sheets, VIT Director of Technical Operations
Steven Shepard, Fifth Element Associates
Toby Stewart, JSC Controller
Julie Theoret, VSC FF Treasurer
Jamie Ventura, JSC Director of Athletics & Recreation
Margo Warden, JSC Director of First Year Experience

Chair Moore called the meeting to order at 3:02 p.m.

A. PRESENTATION

JSC President Murphy introduced Professor Les Kanat, who presented JSC's START (Student Transmission, Achievement, Retention and Teaching) Scholarship Program for Science Majors. In June 2012 Johnson State College received \$582,000 from the National Science Foundation to fund scholarships for students majoring in environmental sciences and biology through 2017. The program partners with VT EPSCoR (Experimental Program to Stimulate Competitive Research). The goal of the program is to have students graduate with degrees in the sciences and go on to either a job or an advanced degree.

In 2012 there were six START Scholars, all of whom will return to JSC for their second year. In 2013 there will be seven more. Each student receives \$40,000 over four years as part of the program. Professor Kanat introduced Associate Dean of Enrollment Penny Howrigan, who explained that JSC's obtaining significant funding sources such as this is extremely important to attracting students. There will be funds to bring in new students next year and the year after.

Through the program students are able to attend conferences in their fields and participate in faculty-mentored research on campus. Faculty members offer enhanced advising and the students take classes together and live in the same residence hall. Funding covers direct student support only so assessment is a challenge; plans for supplemental funding are underway.

B. ITEMS FOR DISCUSSION AND ACTION

1. Presentation of 2012-2013 Faculty Fellowship Award

Chair Moore presented a plaque to JSC Faculty Fellow Professor Ken Leslie, Chair of the Art Department. Professor Leslie has spent his fellowship year creating a painting of Montpelier from the dome of the State House, Cycles of the Golden Dome. Professor Leslie explained that every other week for an entire year he climbed to the top of the State House and painted another segment of a 360-degree panorama of the city. A video of Ken's work in progress can be seen at <http://youtu.be/LqdQTOu7ZQw> and <http://www.kenleslie.net>. Professor Leslie's finished work will be printed and made

available for sale, with proceeds to benefit both JSC art students and the Friends of the State House in Montpelier. His work will also be on exhibit at the Vermont Supreme Court in January 2014.

2. Approval of the Minutes of the April 4, 2013 Board of Trustees Meeting
Trustee O'Connor moved and Trustee Milne seconded the motion Approval of the Minutes of the April 4, 2013 Board of Trustees Meeting. The motion passed unanimously. The approved minutes are attached and made an official part of the minutes of this meeting.

3. Strategic Inquiry Update by Fifth Element Associates
Chancellor Donovan stated that the strategic inquiry is closing in on phase one, which was data collection, and that it is a good time to hear from Fifth Element Associates about their progress. He introduced Glen Radvin, Claudia Eisinger, Joe Candido and Steven Shephard.

Glen Radvin shared that they are deep into the research and data collection phase. Quantitative information completed so far includes collecting data from 1,900 respondents in four audiences comprised of approximately 40% students, 25% staff, and 25% faculty, as well as some high school students and faculty and parents. They are now inviting Vermonters in general and those in the education and business community to participate. They have collected about 4,300 inputs so far into the shape and future of the VSC. They will present quantitative and qualitative findings in August.

Claudia Eisinger reminded the group she will be interviewing each trustee. She has conducted ten focus groups on campuses with students and faculty, and has interviewed all of the presidents. She is deliberately interviewing smaller groups to get into more depth around issues and opportunities. The external research is now starting, with two focus groups in Rutland with high school juniors and with parents of small children. She will also host a group of employers, as well as focus groups with staff members at each of the colleges. Overall there will be over fifty hours of conversation.

Joe Candido described what is to come next: they will gather as much information as possible to help formulate a future vision. Now that they have gathered information from populations close to the VSC, they now want more information from the field at large. When presenting this to the Board, they could share information, readings, and videos with people to watch passively one-on-one. Another option is a more formal process, bringing in experts in academia and

thought leaders in related fields and have a gathering of some kind online or in person. Mr. Candido asked the Board how they would like to proceed. Chancellor Donovan clarified that the audience for these next steps would be not just the Board but the broader college community as well. He suggested that an upcoming meeting with Fifth Element and Trustees O'Connor and Jerman might be a good time to talk about this. They will share their thoughts with Fifth Element by May 29th.

Steve Shephard introduced the concept of reverse engineering the future, in which an organization starts out by assuming what it wants has already been done, and then bridges the gap between there and where it starts from.

Professor Les Kanat inquired whether Jeff Selingo, who was the keynote speaker at the VSC Academic Retreat, would be part of this upcoming process. Chancellor Donovan stated that might be a possibility and urged all Board members to read Mr. Selingo's book. He asked the Board and college presidents to share their thoughts with him, CAO Howell or Trustees O'Connor and Jerman.

4. Personnel Action: Reappointment of the Chancellor

Trustee Pelletier moved and Trustee Diamond seconded the motion Personnel Action: Reappointment of the Chancellor. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

5. Personnel Actions: Reappointment of the College Presidents

Trustee Pelletier moved and Trustee Masland seconded the motion Personnel Action: Reappointment of the College Presidents. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

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

Trustee Russo reported that the Nominating Committee puts forth the following slate of nominees for Officers of the Board:

Chair of the Board: Gary Moore

Vice-Chair: Tim Jerman

Treasurer: Karen Luneau

Secretary: Heidi Pelletier

Trustee Russo also reported that the Nominating Committee puts forth the following slate of nominees for members of the Audit Committee: Linda Milne, Tim Jerman, Chris Macfarlane, Lynn Dickinson and Karen Luneau.

Trustee Russo moved and Trustee Fairbrother seconded the slate of nominees. Chair Moore inquired whether there were nominations from the floor and, being none, called for a vote. The slate passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

7. Approval of FY2014 Budgets

a. VSC Budget

Trustee O'Connor moved and Trustee Milne seconded the motion to approve the VSC FY2014 budget. Trustee O'Connor opened the floor to questions from those who were not part of the earlier Finance and Facilities Committee discussions. Trustee Dickinson asked if in the future there could be discussion of CFO Robbins' background in healthcare and his analysis of what's going on in the healthcare industry.

The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

b. Nursing & Allied Health Program

Trustee O'Connor moved and Trustee Jerman seconded the motion to approve the Nursing and Allied Health Program FY2014 budget. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

c. VIT Budget

Trustee O'Connor moved and Trustee Macfarlane seconded the motion to approve the VIT FY2014 budget. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

d. Workforce Development Budget

Trustee O'Connor moved and Trustee Dickinson seconded the motion to approve the Workforce Development FY2014 budget. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

8. Approval of Annual Banking and Investment Resolution
Trustee O'Connor introduced the Banking and Investment resolution. CFO Robbins clarified that the last sentence in the resolution now includes credit unions as requested by Trustee Diamond.

Trustee O'Connor moved and Trustee Fairbrother seconded the motion Approval of Annual Banking and Investment Resolution. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
9. Approval of Policy 428 - Capital Construction
Chair Moore introduced the Approval of Policy 428 resolution as amended that morning by the Finance and Facilities Committee. Trustee O'Connor moved and Trustee Milne seconded the motion Approval of Policy 428 - Capital Construction. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
10. Approval of Policy 429 - Contracting for Goods and Services
Trustee O'Connor moved and Trustee Milne seconded the motion Approval of Policy 429 - Contracting for Goods and Services. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
11. Approval of JSC Solar Tracker Land Lease
Trustee O'Connor moved and Trustee Jerman seconded the motion Approval of JSC Solar Tracker Land Lease. The motion was passed by a vote of 12 in favor, one against. Trustee Milne voted against the resolution. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
12. Approval of VSC Post-Issuance Compliance Procedures
Trustee O'Connor moved and Trustee Diamond seconded the motion Approval of VSC Post-Issuance Compliance Procedures. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
13. Grant Proposals: Consent Agenda
Trustee O'Connor moved and Trustee Russo seconded the motion Grant Proposals: Consent Agenda. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

14. Review and Recommend Approval of JSC Consolidation of Scholarships
Trustee O'Connor moved and Trustee Diamond seconded the motion Review and Recommend Approval of JSC Consolidation of Scholarships. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
15. Establishment of Endowment
Trustee O'Connor moved and Trustee Jerman seconded the motion Establishment of Endowment. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
16. CSC Final Program Approval: Master of Arts in Education with Specialization in Mathematics
Trustee Pelletier opened the floor to questions from those who were not part of the earlier EPSL Committee discussions. Trustee Pelletier moved and Trustee Fairbrother seconded the motion CSC Final Program Approval: Master of Arts in Education with Specialization in Mathematics. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
17. CCV Final Program Proposal: Associate of Science in STEM Studies
Trustee Pelletier moved and Trustee Fairbrother seconded the motion CCV Final Program Proposal: Associate of Science in STEM Studies. The motion was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
18. Nomination of Faculty for 2013-2014 VSC Faculty Fellowship Award
Trustee Pelletier moved and Trustee Dickinson seconded the motion Nomination of Faculty for 2013-2014 VSC Faculty Fellowship Award. The motion was passed unanimously. Professor Peter Kimmel of Castleton State College was approved as the recipient of the 2013-2014 VSC Faculty Fellow Award. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.
19. Nomination of Former Faculty for Emeritus Status
Trustee Pelletier moved and Trustee Jerman seconded the motion Nomination of Former Faculty for Emeritus Status. The motion was passed unanimously. Professor Paul Delaney Albro of Castleton State College was approved to receive

Professor Emeritus status. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

20. Commendation of VSC Academic Retreat Planning Committee (Hand-Carried Resolution)

Trustee Luneau moved and Trustee Masland seconded the resolution Commendation of VSC Academic Retreat Planning Committee. Trustee Luneau talked about the retreat and how the keynote speaker, Jeff Selingo, framed the day around the ongoing VSC strategic inquiry. She asked Chancellor Donovan to repeat an anecdote he shared at the retreat that helped to refocus things more optimistically and illustrate the opportunity before the VSC. The quote is from the film *The Hunt for Red October*: “Upon arrival in the new world, Cortez burned the ships, and as a result the men were very motivated.” Chancellor Donovan noted that a list of committee members was on the back of the resolution and that the retreat experienced very high attendance, including all five presidents and four trustees. He complimented CAO Howell for recommending such an appropriate keynote speaker. All the trustees will receive a copy of his book. Chair Moore noted that each retreat makes him come away refreshed but that this one was the best.

The resolution was passed unanimously. A copy of the approved resolution is attached and made an official part of the minutes of this meeting.

C. ITEMS FOR INFORMATION AND DISCUSSION

1. Report of the May 15, 2013 Meeting of the Priorities Committee
Chair Moore stated that the committee met to discuss the evaluations of the presidents and the chancellor and to prepare for today’s Board meeting.
2. Report of the May 23, 2013 Meeting of the Audit Committee
Trustee Milne stated that the committee met with the auditors, O’Connor & Drew. They discussed plans for this year’s fiscal year audit. The auditors will be at the campuses next week, will be back in August, and will finalize the audit in October. The committee followed up on last year’s audit advisory comments, including whistleblower notifications and depreciation reports that have been created. There was also discussion of internal audits done over the year. In response to a recommendation to identify fraud risks, some internal auditing of payroll was performed and some areas where processes can be made more similar across schools were found.

3. Report of the May 23, 2013 Meeting of the Finance and Facilities Committee
Trustee O'Connor stated that the committee discussed the items voted on at this Board meeting.

4. Report of the May 23, 2013 Meeting of the Education, Personnel and Student Life Committee
Trustee Pelletier stated that the committee discussed the action items brought before the Board at today's meeting, as well as a preliminary program proposal from VTC to change their sustainable design and technology program from a 2+2 to three bachelor of science programs. They also received updates from Chancellor Donovan on the recent PReCIP retreat, Academic Retreat and graduation standards forum.

5. Report of the Vermont State Colleges Student Association
The VSCSA recently held its last meeting of the year, and they expect next year to continue discussion of some green initiatives, community service events, and continuation of discussions with legislators about the importance of supporting the Vermont State Colleges. Colin Santee, the newly elected student trustee, will also be the president of the VSCSA next year.

Chair Moore pointed out that this is Trustee Russo's last meeting as a student trustee. He will be graduating from Lyndon State College in December, and the Board will honor him for his service when the meeting is held at LSC. The Board thanked Trustee Russo for his service. Trustee Russo introduced his father in the audience and thanked his parents for their support throughout college. Chancellor Donovan stated that Trustee Russo is another in a long line of exceptional student trustees and thanked Mr. Russo for sharing his son with the VSC. JSC Dean of Students and VSCSA Advisor Dave Bergh complimented the students of the VSCSA for their pressing of the appropriations issue over the years at the legislature and stated that they deserve part of the credit for keeping the VSC on the legislative radar. He stated Trustee Russo was a strong leader of the VSCSA.

6. Report of the Chancellor
Chancellor Donovan stated that graduation season is almost over and thanked trustees for attending commencements. CCV's commencement will be on June 1st. He shared copies of graduation programs brought by the presidents.

In review, it was overall a good legislative session starting with a joint meeting of the House and Senate Education Committees and all five VSC presidents. In the future the VSC will return to bringing students to the legislature as well. Having the legislative committees meet with the presidents did a lot to help legislators understand

the breadth of the institutions beyond the ones closest to their own districts. Many legislators commented that it was really revealing to them how closely the presidents work together, knew each other, and didn't appear to be in competition, which said a lot about how our system operates. One outcome of the session was an appropriation increase for first time in five years; the increase is committed to increasing aid to Vermont students. UVM committed to freezing tuition for Vermonters for one year. We have more Vermonters on a smaller appropriation—it would take an 11% increase to offset a tuition increase for them. The flexible pathways bill passed, with the VSC having a role in developing the legislation. Early college (like VTC's VAST program) is the key piece, and the legislation expands the early college authorization to all colleges in Vermont. All five VSC colleges are working on how they will work with high schools in their regions. For budgeting purposes the programs are capped at 60 for VAST (at VTC); others are capped at 18 for three years. There is no cap at CCV. Chair Moore and Trustee Jerman noted that the appropriation increase amounts to approximately \$68 per VSC VT student versus approximately \$400 per VT UVM student. Trustee Masland stated there was initial concern about funding for the flexible pathways bill, but that Director Smith, Chancellor Donovan and the legislators put together a good package.

7. Reports of the College Presidents

Castleton State College President Dave Wolk announced that they held their first commencement in their new pavilion and thanked Trustees Pelletier and Macfarlane for attending. Over 3,000 people were under the pavilion, which is the largest covered outdoor space in Vermont. President Wolk projected record enrollment for Fall 2013, and that all residence halls will be full. This summer Castleton will undertake a \$2M dining hall renovation, construct six new lighted tennis and basketball courts, and renovate Leavenworth Hall. These renovations will complete the major renovations as part of the college's master plan. Many conferences are coming to campus this summer as well. They will be hosting Castleton College Concerts on the green under the pavilion every Tuesday night.

Vermont Technical College President Phil Conroy shared that they have broke ground for the biodigester and thanked the trustees who attended the event. It will be completed hopefully by late fall. VTC has appointed Professor Chris Dutton as the first Director of the Institute for Applied Agriculture and Food Systems. July 1st is the official start date for the Institute. Commencement was held on May 4th. VAST's commencement graduated 51 students from across Vermont. Half of them will stay at VTC, 25% will go to another state college or UVM, and another portion will go out of state. The LPN graduation will be on June 22nd.

Lyndon State College President Joe Bertolino informed the group that their commencement program was developed and designed by students in the Graphic Arts department. The Board-approved Honorary Degree for Ray Griffin (Class of 1942) was conferred and commencement was a wonderful day. The college has just received a design for a new turf athletic field, and they are now fundraising for that. President Bertolino thanked all who attended last month's inaugural week activities. The Business and Education Summit was very successful, with 120+ business and education leaders predominantly from the Northeast Kingdom in attendance. They hope to do a follow-up event in the fall. Newly hired Provost Kellie Bean is to arrive July 1st. Several LSC students went to Guatemala over spring break to build homes and schools. Junior Tyler Dumont in the Electronic Journalism Arts program won an Emmy for his work on Teen News based in NYC. LSC has received a \$1M gift to come in January.

Community College of Vermont President Joyce Judy shared that they have three students working in the EPSCoR program, which Professor Kanat described at the beginning of the meeting. Commencement will be held on June 1st. Radio personality Tom Bodett will be the speaker. There will be 614 students graduating—CCV's largest class. Well over 50% of graduates go on to four-year programs.

Johnson State College President Barbara Murphy stated that they awarded 400 degrees on May 18th, including 72 Master's degrees. Chair Moore inquired about the number of EDP graduates; President Murphy responded that there were about 140 EDP graduates. JSC's new website will ready by fall. She introduced JSC staff in attendance:

Dave Bergh, Dean of Students, VSCSA Advisor
Jamey Ventura, Director of Athletics & Recreation
Sharron Scott, Dean of Administration
Margo Warden, Director of First Year Experience
Penny Howrigan, Associate Dean of Enrollment
Julie Theoret, Mathematics Professor
Toby Stewart, Controller
Heloisa Dantes-Herder, Executive Assistant to the President.
Jo Ann Lamore, Associate Academic Dean

8. Other Business

Chair Moore asked the trustees in general about their reaction to holding an all-day meeting.

- Trustee Milne stated there was not enough time to discuss what needs to be discussed in committee. Trustee Luneau asked if today's agenda was exceptional and Trustee O'Connor replied that the Finance and Facilities Committee agenda is almost always packed. She asked the group to remember that this is a statewide group and that traveling from a distance can be rough. Meeting on two different days also lets Board members digest committee discussions and allows time for questions to be answered.
- Trustee Jerman suggested moving the Audit Committee meeting to a different day to give more time for the other two committees.
- Trustee Fairbrother stated that it is a long drive for trustees from southern Vermont that takes them out of work for an entire day. She feels it is unfair to the Finance and Facilities Committee because there's so much for them to do and a one-day meeting might cause the committee to lose some of its effectiveness. She also expressed concern that the Board could potentially lose members because of this change, herself included. She also felt it is important to keep the meetings at the colleges. She is not in favor of the one-day meeting.
- Trustee Pelletier preferred the two-day schedule but if it changes to one day then they need to change the structure. One big meeting with no committee meetings where the Board discusses items once and votes would be more effective.
- Chair Moore reminded the group that the August 1st meeting will be one day, with no committees. The bylaws require a schedule to be published in July. He will put out a schedule of regular Board meetings with committee meetings to be held the week before, because they can cancel these if need be.
- Trustee Macfarlane stated he thought a one-day meeting was good, but after going through it he now thinks two days is less rushed. Chair Moore stated he needs some distance after a meeting.
- General Counsel Reedy stated that there wasn't any controversy today, or serious changes as result of discussion. But needing to conduct business between meetings would allow little time to rework a proposal. It would be difficult to do that work ten minutes before the next meeting.
- Chair Moore suggested doing a combination of one-day and two-day meetings. Trustee Lippert agreed and stated that coming to both committee and Board meetings is really two full days off for him; a one-day format would be better for him. Trustee Luneau suggested settling on a hybrid plan with full-day meetings held in a more central location. Trustee Fairbrother suggested having a one-day meeting go until 6 p.m.
- Chair Moore asked the group to think about it until August, when they will make some decisions.
- Chancellor Donovan urged the group to think more out of box. If committees were not the vetting place for something the whole Board then deals with but

instead had a different level of responsibility, they could be treated as committees of the whole. The whole Board meets from 10-6 perhaps. From a management perspective, the Board helps us with big problems. It would be good for meetings to allow the Board to get to a high altitude, longterm perspective. We should also think about how we work to keep us focused on big issues. This might allow us to think about different ways the Priorities Committee might work. He urged the group not to rush to judgment but to think about how we can be most effective

- Chancellor Donovan also stated that there will be no written reports from the presidents for the August 1st meeting, and that we should rethink when these are shared. Trustee Milne said she learns a lot about what's going on at the colleges from these reports. Chancellor Donovan responded that one way to run a meeting is to put the most important or hardest parts first. This will be a good September retreat topic.
- Chair Moore announced that the Board meeting dates will be warned, and those are the key dates. The committee meetings will be warned in case we decide to use them.
- Trustee Luneau asked where the September retreat will be held, and Chair Moore stated that has not been decided yet.

9. Comments from the Public

Professor Julie Theoret told the Board that a big challenge for the VSC is lack of legislative funding. Faculty, staff and students over the past few years have been making an effort to engage in the State House on this issue. She suggested that it might be good to combine efforts in that regard. Having groups and trustees come together to ask for support might make legislators listen more. Tess Conant agreed with Professor Theoret.

10. Date and Place of Next Meeting

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

Trustee Jerman moved to adjourn the meeting. Chair Moore adjourned the meeting at 5:09 p.m.

Respectfully Submitted,



Elaine Sopchak, Recording Secretary

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

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

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

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

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

FY2014 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

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

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

FY2014 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

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.

May 23, 2013

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.

May 23, 2013

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

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

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

Johnson 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

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

VSC 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

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.

May 23, 2013

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

Johnson 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

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

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

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

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

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

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

VERMONT STATE COLLEGES
BOARD OF TRUSTEES
RESOLUTION

Commendation for VSC Academic Retreat Planning Committee

- WHEREAS, the Vermont State Colleges Academic Retreat is an annual gathering of faculty and staff dedicated to providing professional development; and
- WHEREAS, the Retreat planning process calls for the establishment of a cross-college planning committee to design the day's curriculum, review program proposals, and choose appropriate programming; and
- WHEREAS, this committee includes VSC faculty and staff who voluntarily commit their time and expertise to the process; and
- WHEREAS, Vermont Technical College, as host of the Retreat, donates its campus and puts considerable effort into planning and hosting the event; and
- WHEREAS, The Board of Trustees recognizes that the Academic Retreat plays a critical role in the professional development of VSC faculty and staff; and
- WHEREAS, The Board of Trustees appreciates the special role of the Academic Deans and Chief Academic Officer in managing the process; therefore be it,
- RESOLVED, That the Board of Trustees commends the thoughtful and thorough work of the 2013 Academic Retreat Planning Committee, as attached, and particularly acknowledges the extra effort of the Academic Deans, Chief Academic Officer and Vermont Technical College conference staff, to support the purpose of the Academic Retreat, to provide professional development for VSC faculty and staff.

May 23, 2013

2013 Academic Retreat Planning Committee

Jennifer Alberico, CCV
Marianne DiMascio, CCV
Linda Gabrielson, CCV
Janel Hanrahan, LSC
Annie Howell, VSC/OC
Alison Lathrop, LSC
Linda Metzke, LSC
Lauren Olewnik, CSC
Kelly Ogradnik, VTC
Mary O'Leary, VTC
Phil Petty, VTC
Tony Peffer, CSC
David Plazek, JSC
Dan Regan, JSC
Gail Regan, CSC
Tyrone Shaw, JSC
Elaine Sopchak, VSC/OC
Kirsten Stor, CSC
Mary Jeanne Taylor, VTC
Yasmine Ziesler, CSC