

**Minutes of the Board of Trustees meeting Thursday, April 3, 2014, APPROVED by the Board Thursday, May 22, 2014.**

The Vermont State Colleges Board of Trustees conducted a Board meeting on Thursday, April 3, 2014 at Vermont Technical College in Randolph, Vermont.

The following were present:

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

Presidents: Joe Bertolino, Joyce Judy, Barbara Murphy, VTC Acting President Dan Smith, Dave Wolk

Office of the Chancellor:

Tim Donovan, Chancellor  
Annie Howell, Chief Academic Officer  
Bill Reedy, Vice President and General Counsel  
Tom Robbins, Vice President and Chief Financial Officer  
Elaine Sopchak, Executive Assistant to the Chancellor

Members of the Public:

Pam Ankuda, Director of Human Resources, Vermont Tech  
Carol Chase, Executive Assistant to the President, Vermont Tech  
Tess Conant, VSC United Professionals  
Scott Dikeman, Dean of Administration, Castleton State College  
Dick Ethier, VSC Director of Facilities  
Jeff Higgins, Chair of English, Humanities and Social Sciences Department  
Leandre Waldo-Johnson, Director of Marketing, Vermont Tech  
Tim Johnson, Burlington Free Press  
Loren Loomis Hubbell, Dean of Administration, Lyndon State  
Barbara Martin, Dean of Administration, CCV  
Andy Myrick, Chair of Construction Practice and Management  
Martha Trombley Oakes, Director of Development, Vermont Tech  
Joshua O'Gorman, Vermont Press Bureau  
Linda Olson, VSC Faculty Federation  
Jay Paterson, Director of Enrollment Management and Student Affairs  
Phil Petty, Academic Dean, Vermont Tech  
Scott Sabol, Professor of Architecture and Building Technologies

Brent Sargent, Dean of Academic Programs and Regional Campuses  
Sharron Scott, Dean of Administration, Johnson State  
Jim Smith, Director of Information Technology  
Mary Jeanne Taylor, Director of Conference Services, Vermont Tech  
Sandy Van Drasek, Randolph Herald

Chair Moore called the meeting to order at 3:05 p.m.

A. ITEMS FOR DISCUSSION AND ACTION

1. Reports of the College Presidents

Castleton State College President Dave Wolk shared the most recent issue of Castleton Magazine, emphasizing international studies. He also reminded the Board about Castleton's recent sports successes, and the Polling Institute's recent move to Rutland.

Community College of Vermont President Joyce Judy thanked Chair Moore and Chancellor Donovan for their attendance at the recent student leadership luncheon, held for twelve \$1000 scholarship recipients and their families. President Judy announced the appointment of long-time CCV employee Debby Stewart to the position of Academic Dean, replacing Dean Linda Gabrielson, who has retired.

Trustee Dickinson asked President Judy about CCV's new program with the Boys and Girls Club of Chittenden County, called Club to College. President Judy explained that both CCV and Johnson State are working with the Boys and Girls Club on an early promise program to give low income students a path to education starting with CCV and leading to Johnson State. For many Boys and Girls Club students, CCV is a logical first step to college. CCV is providing incentive scholarships for students as they go through the program; students receive small awards when they complete 15 credits and again when they complete 30 credits. Johnson State College President Barbara Murphy stated that students who go through Club to College and complete a program at CCV are accepted at Johnson State, and Johnson State will hold their tuition at the CCV level.

Lyndon State College President Joe Bertolino shared that Lyndon State will be offering eleven camps this summer for students ages 6-18. The college is also working with schools in the Northeast Kingdom on a program called Kingdom Career Connect, which brings middle schoolers to Lyndon State to experience a day at college; 400 eighth graders attended. The second annual Northeast Kingdom veterans summit was very successful, with 260 participants.

Trustee Luneau inquired about Lyndon's foreign language program for students as described in the President's Report. President Bertolino clarified that this is part of the travel abroad program. Each trip includes a short term crash course in language skills but is not a full class. This summer students will be traveling to China, Italy and Russia.

Johnson State College President Barbara Murphy announced that the college has chosen its common read for the coming year: [A Pearl in the Storm](#) by Tori Murden McClure. A large number of Johnson State students are presenting papers and posters this year, and a record number are doing summer research and internships. Johnson State and CCV are also working together with Vermont Law School; CCV and JSC students will be able to go to Vermont Law School and complete Master's degrees with significant tuition discounts. Commencement speaker Veronika Scott recently won a Diane Von Furstenberg People's Voice Award. A JSC class lead by Professors Ken Leslie and Tyrone Shaw. Chancellor Donovan will be joining the trip.

Vermont Technical College Acting President Dan Smith presented the college's senior management team and thanked them for their commitment to the college:

Jeff Higgins, Chair of English, Humanities and Social Sciences Department

Jim Smith, Director of Information Technology

Scott Sabol, Professor of Architecture and Building Technologies

Carol Chase, Executive Assistant to the President

Tom Robbins, CFO

Pam Ankuda, Director of Human Resources

Phil Petty, Academic Dean

Jay Paterson, Director of Enrollment Management and Student Affairs

Brent Sargent, Dean of Academic Programs and Regional Campuses

Martha Trombley Oakes, Director of Advancement

Leandre Waldo-Johnson, Director of Marketing

Mary Jeanne Taylor, Director of Conference Services

Acting President Smith provided some background about Langevin House, where the meeting was being held. Vermont Tech acquired the Langevin property in 1994. It is approximately 400 acres; 100 acres make up the Vermont Veterans Cemetery. It also includes half of the college's 1,950 maple taps and a sugar house. The renovation of Langevin House was completed with the construction management department and hosts a variety of events and meetings from groups across the state.

Acting President Smith thanked everyone for their support and patience. He shared his objectives for the immediate future: a smooth transition focusing on financial stability; building a framework that nurtures strategic ideas; and creating an energetic and positive collegial

environment. He called attention to the Innovation and Entrepreneurship Working Group—mentioned in the President’s Report—which has fostered some important work. Some of the working groups out of this effort will focus on developing program minors; the clinical simulation capacity of nursing; summer camp for young Vermonters interested in being pilots; and the creation of teaching models to foster the accessibility and increased flexibility of Vermont Tech programs. President Smith also described some CEWD projects of interest, including the Commonwealth Dairy project, where Vermont Tech is delivering workforce training at facilities in Brattleboro and Arizona. They have recently completed a Department of Labor green jobs grant that will serve 228 students; the initial target was 180. He encouraged people at the meeting to take Vermont Tech admissions information on display.

Chair Moore thanked the people of Vermont Tech who have stepped up to the plate. Chair Moore also thanked CFO Robbins and Acting President Smith for their work.

2. Approval of the Minutes of the February 20, 2014 Board of Trustees Meeting

Trustee Milne moved and Trustee Masland seconded to approve the minutes of the February 20, 2014 Board of Trustees meeting. Trustee Dickinson pointed out that on page 24 in the vote tally, her vote should have been in favor, and Trustee Santee’s vote against. Trustee Santee pointed out that on page 22, Senator Weston should be corrected to Senator Westman. The minutes as corrected were approved unanimously.

3. Election of an At-Large Member to the Executive Committee

Chair Moore opened the floor to nominations. Trustee Fairbrother nominated Trustee Diamond. Trustee Milne seconded the nomination.

Trustee Pelletier nominated Trustee Lippert. Trustee Diamond seconded the nomination.

Trustee O’Connor inquired whether the newly elected at-large member would step down from the Executive Committee if in June the newly reorganized Board did not have one officer also serving as a committee chair. Chancellor Donovan confirmed this and clarified that new officers would begin their terms effective July 1. Further, Board elections will be at the next meeting; at that time, regardless of who is elected, the current at large member steps down, and if the situation once again arises calling for an at-large member, one will be elected at that time.

Trustee Lippert thanked the Board for the nomination but declined it because he feels he cannot give the position the time it deserves.

Trustee O'Connor moved that nominations be closed and that the Chair cast one ballot for the election of Trustee Diamond. Trustee Luneau seconded. The vote was unanimous, and Trustee Diamond will now serve as an at large member of the Executive Committee until June 30, 2014. The Executive Committee's next meeting is April 28, 2014.

4. Report of the Vermont State Colleges Student Association

Trustee Santee reminded the Board that the VSCSA has been working this year on promoting itself as a system-wide student government. They have created a logo, which he presented to everyone. The VSCSA is currently accepting applications for a new student trustee and for scholarships. The new trustee and the scholarship recipients will be announced in late April.

Trustee Santee said the VSCSA has been discussing reverse transfer of credits—in particular, students who leave a two-year institution before completing an associate's degree and transfer to a four-year institution to complete a bachelor's degree—and referred to a [recent article](#) in the *Chronicle of Higher Education*. He noted that the Board has discussed the seamless acceptance of credits and that the VSCSA has had a lot of discussion on the topic. Trustee Santee shared the story of a fellow student who is working on obtaining a substance abuse certificate at CCV as well as a psychology degree at Johnson State and is and is dealing with an enormous amount of paperwork, which doesn't promote easy transfer. President Judy asked Trustee Santee to share with her this student's story.

5. Approval of Degree Programs: Consent Agenda

Trustee Pelletier moved and Trustee Diamond seconded the resolution Approval of Degree Programs: Consent Agenda. Trustee Masland complimented President Wolk and the writers of the program proposals for the integration of critical thinking and different perspectives into the programs. The resolution passed unanimously.

6. Endorsement of Grant Proposal

Trustee O'Connor moved and Trustee Milne seconded the resolution to approve the grant for Vermont Tech's working farm. The resolution passed unanimously.

7. Revision of Board of Trustees Meeting Schedule

Trustee Pelletier moved that the Board reconsider the two-day format for the upcoming May meeting in light of the length of the budget discussion, to be followed up at a later date with discussion on how to arrange the calendar of future meetings. Trustee O'Connor seconded the motion. Trustee Luneau agreed that this was a good idea.

CFO Robbins pointed out that the colleges' budgets are scheduled to be submitted to the Chancellor's Office on the May 15<sup>th</sup>; changing the May meeting back to a two-day schedule would move the submission schedule up. Trustee Pelletier asked for clarification on the original dates for a two-day May meeting on the 21<sup>st</sup> and 29<sup>th</sup>. Elaine Sopchak pointed out that the VSC Academic Retreat is scheduled for May 21<sup>st</sup>. Trustee Diamond asked whether the Board could be polled to determine a better date.

Chancellor Donovan emphasized that CFO Robbins' concern about the budget submission schedule is the most important consideration at this time. Trustee Milne suggested keeping the May meeting on May 22<sup>nd</sup>. Trustee Pelletier withdrew her motion.

#### 8. Approval of Emeritus Status for Mark Fox

Trustee Pelletier moved and Trustee Masland seconded the resolution Emeritus Status for Professor Mark Fox. The resolution passed unanimously.

At this time Trustee Milne moved for the Board to enter executive session along with the Chancellor and General Counsel Reedy to discuss the appointment of a public officer. Trustee Diamond seconded the motion. The vote was unanimous. The Board entered executive session at 3:55 p.m.

The Board exited executive session at 4:21 p.m. Trustee O'Connor moved that the Board appoint Acting President Daniel P. Smith to the position of Interim President of Vermont Technical College effective immediately through June 30, 2015. Trustee Macfarlane seconded. The motion passed unanimously.

Trustee Diamond moved for the Board to enter executive session along with the Chancellor and General Counsel Reedy to discuss the evaluation of a public officer, and to discuss and consider records or documents excepted from the access to public records provisions of Section 317 of Title 1 of the Vermont Statutes Annotated. Trustee Macfarlane seconded the motion. The motion passed unanimously. The Board entered executive session at 4:23 p.m. The Board exited executive session at 5:05 p.m. and took no action.

B. ITEMS FOR INFORMATION AND DISCUSSION

Chair Moore stated that the Board has more business to conduct, so they will move on to Items for Information and Discussion before entering executive session again.

1. Report of the March 10, 2014 Executive Committee Meeting

Chair Moore reported that the minutes of the Executive Committee meeting are quite short due to the fact that the majority of the meeting was in executive session.

2. Report of the April 3, 2014 Education, Personnel and Student Life Committee

Trustee Pelletier reminded the Board about the VSC Academic Retreat to be held at Vermont Tech on May 21<sup>st</sup> and encouraged trustees to email Elaine Sopchak to register.

3. Report of the April 3, 2014 Finance and Facilities Committee Meeting

Trustee O'Connor stated that the committee had nothing further to report after this morning's meeting.

4. Report of the Chancellor

Chancellor Donovan reported that the New England Board of Higher Education honored Chair Moore at a dinner in Boston in March. He thanked the trustees who came to the dinner and the legislative trustees who passed a resolution in his honor. Chair Moore will also be Castleton's commencement speaker this year.

Chancellor Donovan told the Board he will be joining a Johnson State College class on their trip to Cuba, and that he is very excited to share the trip with students. He will be unreachable for the duration of the trip and CFO Robbins will be Acting Chancellor in his place.

5. Other Business

There was no other business.

6. Comments from the Public

There were no comments from the public.

7. Date and Place of Next Meeting:

Thursday, May 22, 2014

Castleton State College, Castleton, VT

Trustee Jerman moved for the Board to enter executive session along with the Chancellor and General Counsel Reedy to discuss a civil action where premature general public knowledge would clearly place the public body at a substantial disadvantage; to discuss the evaluation of public officers and employees; and to discuss and consider records or documents excepted from the access to public records provisions of Section 317 of Title 1 of Vermont Statutes Annotated. Trustee Diamond seconded the motion. The motion passed unanimously. The Board entered executive session at 5:19 p.m. The Board exited executive session at 5:58 p.m. and took no action.

Trustee Milne moved for the Board to enter executive session to discuss the evaluation of public officers and employees, and to consider records or documents excepted from the access to public records provisions of Section 317 of Title 1 of the Vermont Statutes Annotated. Trustee Diamond seconded the motion. The motion passed unanimously. The Board entered executive session at 6:00 p.m. The Board exited executive session at 6:24 p.m. and took no action.

Chair Moore adjourned the meeting at 6:24 p.m.



VERMONT STATE COLLEGES  
BOARD OF TRUSTEES  
RESOLUTION

Election of At-Large Member to Executive Committee

- WHEREAS,           The Board of Trustees, at its February 20, 2014 meeting, resolved that the Executive Committee shall comprise seven members; and
- WHEREAS,           The Board has determined that in the situation when a trustee serves as both an officer and committee chair, an at-large position will be created that would be filled by election by the full Board; and
- WHEREAS,           In this event the Board will nominate and elect an at-large member at the next regularly scheduled Board meeting that occurs after the need for an at-large member is determined; and
- WHEREAS,           Board Secretary Heidi Pelletier is also the Chair of the Education, Personnel and Student Life Committee, therefore creating an opening for an at-large member of the Executive Committee. Therefore, be it
- RESOLVED,        As of February 20, 2014 the situation exists that an at-large member of the Executive Committee is required; furthermore, be it
- RESOLVED,        Nominations for the position have been made from among the members of the full Board; furthermore, be it
- RESOLVED,        That after a vote of the full Board, Trustee Jerry Diamond has been elected to serve as an at-large member of the Executive Committee.

April 3, 2014

VERMONT STATE COLLEGES

BOARD OF TRUSTEES

RESOLUTION

Approval of Degree Programs: Consent Agenda

- WHEREAS, Castleton State College has submitted preliminary and final program proposals for three new degree programs; and
- WHEREAS, The three degrees proposed are a Bachelor of Science degree in Chemistry; Master of Arts in Arts Administration; and Master of Arts in Athletic Leadership; and
- WHEREAS, Castleton State College has developed budgets to deliver the programs based on conservative enrollment projections; and
- WHEREAS, The Board Education, Personnel, Student Life Committee reviewed these proposals in accordance with Policy 102 and recommends them to the full Board for approval; therefore, be it
- RESOLVED, That the VSC Board of Trustees authorizes Castleton State College to offer a Bachelor of Science degree in Chemistry; Master of Arts in Arts Administration; and Master of Arts in Athletic Leadership as of this date, April 3, 2014.

April 3, 2014

VERMONT STATE COLLEGES  
BOARD OF TRUSTEES  
RESOLUTION

Endorsement of Grant Proposal

WHEREAS,       The VSC Finance & Facilities Committee has appropriately reviewed the current grant proposal, which involves annual matching or cost sharing of \$50,000 or more, and recommends it to the full Board; therefore, be it

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

VTC: “Capital and Infrastructure Investment Grant” through the Vermont Working Lands Enterprise Initiative in the amount of \$75,000 and requiring a \$75,000 match over eighteen months for the purpose of providing funds for dairy processing plant fit-up at the VTC farm.

April 3, 2014

VERMONT STATE COLLEGES  
BOARD OF TRUSTEES  
RESOLUTION

Emeritus Status for Professor Mark Fox

- WHEREAS, Professor Mark Fox retired from Castleton State College in 2010; and
- WHEREAS, Professor Mark Fox provided distinguished and outstanding service to his students, to Castleton State College, to the larger Castleton community, and to the Vermont State Colleges for 25 years; and
- WHEREAS, Professor Mark Fox 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 Mark Fox 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 Mark Fox as of this date, April 3, 2014.

April 3, 2014