

December 5, 2014

MEMORANDUM

TO: Board of Trustees
Vermont State Colleges

FROM: Martha O'Connor, 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, Thursday, December 11, 2014 at the Castleton State College in Castleton, Vermont.

Directions to Castleton State College:

Points South:

Take I-91 North to Exit 6 (Rt. 103). Follow Rt. 103 North to Rt. 7 North. Take Rt. 4 West to Exit 5, Castleton. Follow signs to campus.

Points North:

From the Burlington area: take Rt. 7 South to Rt. 30 South to Castleton Corners. Turn left onto RT. 4A East. Follow signs to campus.

From the St. Johnsbury area: take I-91 South to I-89 North to Exit 1, Rt. 4 West. Follow approximately 55 miles to Exit 5, Castleton. Follow signs to campus.

Parking is available in the Lynch Lot, and a shuttle bus will be running if needed. A campus map is attached.

We look forward to seeing everyone next Thursday.

cc: Council of Presidents

The Castleton Campus

Guide to the Castleton State College Campus, Castleton, Vermont

- | | | |
|---|--|---|
| <ol style="list-style-type: none"> 1. Wright House
Admissions 2. Old Chapel 3. Fine Arts Center
Art, Music, Theater Arts
Casella Theater 4. Woodruff Hall
Alumni & Development Office
Business Administration
Dean's Office, President's Office
Student Services
Financial Aid
Registrar's Office
Student Accounts 5. Leavenworth Hall
Languages, Social Sciences
Communication and
New Television Studio 6. Moriarty House
Coffee Cottage,
Internships, Volunteer and
Community Services | <ol style="list-style-type: none"> 7. Calvin Coolidge Library 8. President's Home 9. Stafford Academic Center
Academic Computing Center
Education Department
Mathematics Department
Nursing Department 10. Jeffords Center
Natural Sciences
Psychology 11. South Street Parking Lots 12. Public Safety, Hope House 13. Campus Center
College Store, Fireside Café
Mailroom, Soundings
Student Life/SGA
Wellness Center, WIUV 14. Huden Dining Hall 15. Spartan Athletic Complex
Glenbrook Gymnasium
Athletic Training Department
Physical Education Department | <ol style="list-style-type: none"> 16. Fitness Center 17. Running/Fitness Trail 18. Athletic Fields 19. Spartan Stadium 20. New Residence: Hoff Hall
Conferences & Events Office 21. Outdoor Classroom 22. New Pavilion 23. New Facilities Barn 24. New Tennis Courts <i>Residence Halls</i> 25. Castleton Hall 26. Ellis Hall 27. Wheeler Hall 28. Morrill Hall 29. Haskell Hall 30. Adams Hall 31. Babcock Hall 32. North, Audet, South Houses |
|---|--|---|



Directions: The campus is located in the village of Castleton, 12 miles west of Rutland, one of Vermont's largest cities. Take exit 5 off Route 4 into Castleton and follow signs to the campus main entrance. New York, Boston, Hartford and Montreal are all within easy driving distance. Call our office for more specific directions from anywhere!

For more information call: 1-800-639-8521

Conferences and Events: 802-468-6039

Travel Options • Amtrak: (800) USA-RAIL

• Southern Vermont Regional Airport: (802) 786-8881

New Residence Hall for 2012



New Pavilion for 2012



New Facilities Barn for 2012



Main Street, Castleton

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Vermont State Colleges Board of Trustees

December 11, 2014

*Castleton State College
Castleton, Vermont*

BOARD OF TRUSTEES

Martha O'Connor, Chair
(2/28/17)

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
(2/28/18)
Rep. Bill Lippert, Jr.
(2/18/16)
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Chris Macfarlane
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(2/28/18)
Linda Milne
(2/28/15)
Gary Moore
(2/28/15)
Heidi Pelletier, Secretary
(2/28/19)
Alyssa Slaimen
(6/30/15)
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(*ex officio*)

Board Committees

Finance & Facilities

Chris Macfarlane, Chair
Bill Lippert, Vice-Chair
Jerry Diamond
Tim Jerman
Linda Milne
Heidi Pelletier

Education, Personnel & Student Life

Kraig Hannum, Chair
Jim Masland, Vice-Chair
Lynn Dickinson
Michelle Fairbrother
Karen Luneau
Gary Moore
Alyssa Slaimen

Executive

Martha O'Connor, Chair
Kraig Hannum
Tim Jerman
Karen Luneau
Chris Macfarlane
Linda Milne
Heidi Pelletier

Audit

Linda Milne, Chair
Lynn Dickinson
Tim Jerman
Karen Luneau
Chris Macfarlane

Board Meeting Dates

July 31, 2014
September 23 & 24, 2014
October 30, 2014
December 11, 2014
February 19, 2015
April 9, 2015
May 21, 2015
July 30, 2015

Chancellor's Office, Montpelier, VT
Lake Morey Resort, Fairlee, VT
Community College of Vermont – Brattleboro
Castleton State College
Lyndon State College
Johnson State College
Vermont Technical College - Williston
Chancellor's Office, Montpelier, VT

VSC Chancellor's Office **Timothy J. Donovan, Chancellor**

Vice President and Chief Financial Officer
Vice President and General Counsel
Associate General Counsel
Executive Assistant to the Chancellor
Interim Chief Information Officer
Director of Facilities
Director of Human Resources
Director of Institutional Research
Director of Payroll and Benefits
Chief Technology Officer
Controller

Thomas Robbins
William Reedy
Sophie Zdatny
Elaine Sopchak
Dianne Pollak
Richard Ethier
Nancy Shaw
Hope Baker-Carr
Tracy Sweet
Richard Blood
Deborah Robinson

**VERMONT STATE COLLEGES
BOARD OF TRUSTEES MEETING
December 11, 2014 3:00 p.m.**

**Castleton State College
Castleton, Vermont**

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B. ITEMS FOR DISCUSSION AND ACTION

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2. Approval of Education, Personnel and Student Life Committee: Consent Agenda
3. Approval of Finance and Facilities Committee: Consent Agenda
4. Real Estate Transaction

C. ITEMS FOR INFORMATION AND DISCUSSION

1. Report of the December 3, 2014 Meeting of the Education, Personnel and Student Life Committee
2. Report of the December 3, 2014 Meeting of the Finance and Facilities Committee
3. Report of the Vermont State Colleges Student Association
4. Report of the Chancellor
5. Reports of the College Presidents
6. Other Business
7. Comments from the Public
8. Date and Place of Next Meeting
Thursday, February 19, 2015
Lyndon State College, Lyndonville, VT

A. PRESENTATIONS

1. Presentation of Professor Emeritus Status

President Wolk submitted nominations for retired faculty member Professor Mark Fox for the award of Emeritus Status. The EPSL Committee approved this nomination and the Board endorsed the resolution at their October 30, 2014 meeting. Today Chair O'Connor will present Professor Fox with his award.

2. Presentation of Faculty Fellow Award

At its May 22, 2014 meeting the Board awarded a VSC Faculty Fellowship to Castleton Professor Patricia Van der Spuy. Today Chair O'Connor will present Professor Van der Spuy with her award.

B. ITEMS FOR DISCUSSION AND ACTION**1. Approval of the Minutes of the October 30, 2014 Board of Trustees Meeting**

The Vermont State Colleges Board of Trustees conducted a regular meeting on Thursday, October 30, 2014 at the Community College of Vermont in Brattleboro, Vermont.

The following were present:

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

Absent: Jim Masland

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

Office of the Chancellor: Tim Donovan, Chancellor
Tom Robbins, Vice President and Chief Financial Officer
Bill Reedy, Vice President and General Counsel
Sophie Zdatny, Associate General Counsel
Elaine Sopchak, Executive Assistant to the Chancellor

Members of the Public:

Tapp Barnhill, Executive Director, CCV Brattleboro, Rutland, Upper Valley, Springfield
Tina Blust, Vermont Tech Nursing Faculty
Michael Bucossi, Brattleboro Fire Chief
Pam Bullock, Coordinator of Academic Services, CCV
Pam Chisholm, Dean of Enrollment Services, CCV
Tess Conant, VSC United Professionals
Melanie Crosby, CCV Brattleboro Office Manager
Loren Loomis Hubbell, Dean of Administration, Lyndon State College
Barbara Martin, Dean of Administration, CCV
Sam Montgomery, Vermont AFT
Tim O'Connor, Guest
Linda Olson, FT Faculty Federation
Eric Sakai, CCV Dean of Academic Technology
Dee Steffen, Executive Director, CCV Winooski, Middlebury, St. Albans

Items for Discussion and Action

Bob Stevens, Brooks House Development Team
Deborah Stewart, Academic Dean, CCV
Megan Tucker, Director of Administrative Technology
Heather Weinstein, Dean of Students, CCV
Lisa Yaeger, Associate Dean of Human and Administrative Resources, CCV

Chair O'Connor called the meeting to order at 3 p.m.

After introductions, Chair O'Connor thanked Mike Bucossi, Fire Chief of the Town of Brattleboro, for his work in saving the Brooks House during and after the 2011 fire. She also commended Tapp Barnhill for her work on the CCV/VTC portion of the renovation of Brooks House.

Community College of Vermont President Joyce Judy thanked Chair O'Connor for her vision and persistence during the renovation, and thanked the Board for its support. Chair O'Connor introduced Bob Stevens, a partner with the Brooks House development team, who gave a history of the Brooks House.

Chair O'Connor introduced CCV Dean of Academic Technology Eric Sakai, who noted that Chancellor Donovan, President Judy, and Johnson State College President Barbara Murphy together have served the Vermont State Colleges for 100 years total.

Chair O'Connor announced that Trustee Bill Lippert is the recipient of the 2014 Anna Marsh Award and is being honored by the Brattleboro Retreat for his work in making Vermont a more inclusive and equitable place.

A. ITEMS FOR DISCUSSION AND ACTION

1. Approval of the Minutes of the September 23-24, 2014 Board of Trustees Retreat and Meeting

Trustee Pelletier moved and Trustee Jerman seconded the motion to approve the minutes of the September 23-24, 2014 annual retreat and meeting. The minutes were approved unanimously.

2. Personnel Action: Appointment of Vermont Technical College President

Trustee Jerman moved and Trustee Macfarlane seconded the resolution Personnel Action: Appointment of Vermont Technical College President. Trustee Milne emphasized the importance of continuity and the strong relationships Interim

Items for Discussion and Action

President Smith has built. Chair O'Connor stated that she sought input from Vermont Tech faculty, staff, and students both in person and via email and received very positive feedback. She noted that the only negative feedback she received was about the process the Board used to decide to appoint the president permanently. The resolution passed unanimously. President Smith accepted the position, and thanked Chair O'Connor for reaching out to the Vermont Tech community, and the Board for its support.

3. Personnel Action: Approval of Employment Contract for Chancellor of the Vermont State Colleges

Trustee Jerman moved and Trustee Moore seconded the resolution Personnel Action: Approval of Employment Contract for Chancellor of the Vermont State Colleges. Chair O'Connor stated that the actual start date is still being worked out, but it will be no later than January 15, 2015. The resolution passed unanimously. Trustee Diamond inquired whether the Board will see documentation President Smith's contract, as the have of Mr. Spaulding's. Chancellor Donovan responded that the terms of the contract are in the resolution, and that the terms of presidents' contracts are signed by the Chancellor and not the Board chair. The annual resolution to reappoint the presidents authorizes the Chancellor to extend the existing contracts.

4. Approve FY2014 Draft Audited Financial Statements and A-133 Report Review

Trustee Milne moved and Trustee Jerman seconded the motion to Approve the FY2014 Draft Audited Financial Statements and A-133 Report Review. The resolution was approved unanimously.

Chair O'Connor described the committee process so the audience could understand what the Board is approving at this meeting. Trustee Diamond thanked the Audit Committee for its work on behalf of the Board. Chair O'Connor commended Trustee Milne for her work as chair of the committee. Trustee Milne thanked finance staff at the Office of the Chancellor and each of the colleges.

5. Review and Approve FY2016 Operating Appropriation Request for VSC, WD, Allied Health and VIT

Trustee Macfarlane moved and Trustee Milne seconded the motion to Approve the FY2014 Operating Appropriation Request for VSC, WD, Allied Health and VIT. The resolution was approved unanimously.

Items for Discussion and Action

7. Approval of Finance and Facilities Committee: Consent Agenda

Trustee Macfarlane moved and Trustee Diamond seconded the motion to approve the Finance and Facilities Committee Consent Agenda. No items were removed from the consent agenda. The resolution was approved unanimously.

8. Nomination of Faculty for Emeritus Status

Trustee Hannum moved and Trustee Diamond seconded the resolution to confer Emeritus status on Lyndon State Professor Alan Boye. Lyndon State College President Joe Bertolino recommended Professor Boye for the honor and spoke highly of his accomplishments, particularly his creation of the college's journalism program. Professor Boye retired in 2009 but remains as part-time faculty. The honor will be awarded to Professor Boye at the Board's February meeting, to be held at Lyndon State. The resolution passed unanimously.

9. Real Estate Transaction

Chancellor Donovan requested that the Board consider discussing this agenda item in executive session. Chair O'Connor stated the Board would do so after completing the rest of the agenda.

B. ITEMS FOR INFORMATION AND DISCUSSION**1. Report of the October 6, 2014 Meeting of the Executive Committee**

Chair O'Connor reported that there was no additional information beyond the notes already provided to the Board. Chancellor Donovan asked for an update on the presidential search at Johnson State College. Trustee Diamond, chair of the search committee, stated that the process started on October 16th with a meeting with faculty, staff and students to hear what qualities the community wanted in a president. The committee shared the process and timeline with everyone. Input can be submitted to the committee through JSC's website and through a special email address: searchchair@vsc.edu.

The search committee has expanded to include two faculty, two staff, one student, and community member who is also a JSC alumni. The committee met again on October 27th. Trustee Dickinson, vice-chair of the search committee, stated that at this meeting the group confirmed the timeline and set up meeting dates and expectations. The faculty, staff and student members of the committee will be responsible for planning the semi-final candidates' visits to campus. A private website has been set up for applications review by the committee. Ads for the position were posted on

Items for Discussion and Action

October 27th in the *Chronicle of Higher Education* and *Inside Higher Education*. The committee will review applications together on December 1st and conduct preliminary interviews in December. On-campus interviews will happen in late January; final interviews in February.

Trustee Diamond clarified that after the committee reviews and scores the applications, they will narrow down the pool to 10-12 candidates whom Chancellor Donovan will interview over the phone. Then the committee will also do video interviews with these candidates. Chair O'Connor stated it is the Board's hope to finalize the choice by the end of February. Other trustees on the committee are Trustee Slaimen, Trustee Moore, and Trustee O'Connor. Johnson State College President Barbara Murphy informed the Board that there is a [web page on JSC's website](#) with the position description, challenges, and qualifications; she invited Board to look at it. Chancellor Donovan informed the Board that approximately 15 applications have been submitted so far, and all have been acknowledged. He has also received several nominations, which have been used to invite the nominees to apply for the position. Chair O'Connor reminded the Board that up until the point that candidates make campus visit, the process is confidential.

2. Report of the October 22, 2014 Meeting of the Audit Committee

Trustee Milne reported that there was no additional information beyond the notes already provided to the Board.

3. Report of the October 22, 2014 Meeting of the Finance and Facilities Committee

Trustee Macfarlane reported that there was no additional information beyond the notes already provided to the Board.

4. Report of the October 22, 2014 Meeting of the Education, Personnel and Student Life Committee

Trustee Hannum reminded Board members to submit requests for topics for discussion to him. Chancellor Donovan thanked Associate General Counsel Sophie Zdatny for the presentations on VSC policies 311 and 311-A that were made at the most recent EPSL meeting. He also thanked the EPSL committee for setting aside time to delve into the topic. Trustee Lippert asked how the Board can keep abreast of how these policies are implemented. Chair O'Connor asked the presidents to report about implementation at a future EPSL meeting.

Items for Discussion and Action

Chair O'Connor took a moment to congratulate audience member Tim Johnson of WTSA, who is to be honored on December 6th at the Vermont Association of Broadcasters Hall of Fame.

5. Report of the Vermont State Colleges Student Association

Trustee Slaimen reported that the group has met twice so far this year with good representation from each college. They are working on planning events that bring students in the system together rather than by school.

Trustee Jerman left the meeting at this time.

6. Report of the Chancellor

Chancellor Donovan reported that he has been meeting with Jeb Spaulding weekly, and that Mr. Spaulding has also been meeting with CFO Robbins and General Counsel Reedy in preparation for the transition.

7. Reports of the College Presidents

Vermont Technical College President Dan Smith reported that the college has just finished a successful ABET reaccreditation visit that resulted in zero deficiencies. He pointed out that the electrical engineering department received a report that had no comments, which can be considered high praise. He commended Academic Dean Phil Petty and Assistant to the Dean Linda Runnion for their efforts. Vermont Tech's NCLEX pass rates are the highest in state of Vermont, with 87% of PN and 93% of ADN students passing. A search is open for a director of marketing and communication. President Smith thanked President Judy for sharing CCV's Director of Advancement Katie Mobley to help with the search.

Castleton State College President Dave Wolk shared that a recent profile on ESPN 60 of domestic violence survivor [Carmen Tarleton](#), whose daughter attends Castleton, was extremely inspirational, and her visit to the college was very well received. He will share a link to the video segment as soon as it's available. The Shrine Maple Sugar Bowl will now be held at Castleton in August 2015.

Lyndon State College President Joe Bertolino reported that the response to his recent state of the college address has been positive and the college community is stepping up. The Atmospheric Sciences department has received \$200K grant for an applied research project with IBM and Vermont Electric Power Company. Starting in the spring semester they will introduce LyndonFLEX, offering 100 online, hybrid and weekend courses for the first time. LSC also received a \$200K+ grant for developing

a hospitality and tourism concentration under the Mountain Recreation Management program. Professor Alexandre Strokanov returned from Moscow recently as the winner of an international competition for the best teacher of Russian literature in the world outside of Russia.

Johnson State College President Barbara Murphy: reported on a very successful visit by Visiting Scholar Professor Joanne St. Lewis, who spoke on issues of equity. The Outdoor Education and Wellness programs are planning on campus events after a successful event was held by the Theater department. This year the faculty and staff are reading and discussing together the book [Completing College: Rethinking Institutional Action](#) by Vincent Tinto. Trustee Moore inquired whether the college a forest management plan and whether it was for the campus only or also included the Babcock parcel. President Murphy answered that the exiting forestry management plan is for the campus only because the college does not have authority to steward the Babcock land. Trustee Moore encouraged looking into a long term management plan for the Babcock land.

Community College of Vermont President Joyce Judy directed the Board's attention to the CCV annual report handed out. The [#CIMBY](#) (College in My Back Yard) social media effort has generated a good response. Over 200 people have pinned their stories on a map of VT; she invited Board members to pin themselves as well. CCV sponsored a veterans writing project in June; the result is the booklet handed out to the Board called *Veterans Writing in Vermont*. On Veterans Day the college will roll out a web presence around some of this work. President Judy introduced CCV staff. Chancellor Donovan inquired about a news story regarding a veterans van. CCV Dean of Students Heather Weinstein responded that the veterans center in South Burlington has a [Mobile Vet Center](#) that will tour all 12 CCV centers in November and December to allow community members and vets to access benefits and programming that the Veterans Administration offers.

8. Other Business

Trustee Macfarlane suggested that the Board read and discuss a letter that appeared in the St. Albans Messenger and Addison Independent from past Vermont Tech President Allan Rodgers. A copy of the editorial will be sent to all trustees.

9. Comments from the Public

Faculty Federation President Linda Olson extended an invitation for Board members to participate in a new initiative the Federation to adopt a campus. Board members

will be able to attend classes, eat with students, and be on campus. The program is intended to help Board members become great ambassadors to the colleges.

10. Date and Place of Next Meeting

Thursday, December 11, 2014

Castleton State College, Castleton, VT

Trustee Pelletier moved and Trustee Hannum seconded a motion for the Board to enter executive session to discuss a real estate transaction. The session would include President Judy, Chancellor Donovan, CFO Robbins, and CCV Dean of Administration Barbara Martin. The Board voted unanimously to enter executive session at 4:35 p.m. While in executive session the Board approved a resolution, the results of which are on file at the Vermont State Colleges. The Board exited executive session at 4:40 p.m.

Chair O'Connor adjourned the meeting at 4:42 p.m.

2. Approval of Education, Personnel and Student Life Committee: Consent Agenda

The Education, Personnel and Student Life Committee met on December 3, 2014 and approved a number of resolutions that are presented in the following consent agenda.

Full materials for these consent agenda items are in the meeting materials for the December 3, 2014 Education, Personnel and Student Life Committee meeting.

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTIONEducation, Personnel and Student Life Committee Business: Consent Agenda

WHEREAS, The VSC Education, Personnel and Student Life Committee met on December 3, 2014 to discuss the business items outlined below; and

WHEREAS, The Committee has voted to approve the items outlined below and recommends them to the full Board; therefore, be it

RESOLVED, That the Vermont State Colleges Board of Trustees hereby endorses the approval of the following resolutions:

- Status of Programs under 2014 Program Review and Continuous Improvement Process (PReCIP)
- Commendation of 2014 PReCIP Process Participants
- Approval of Programs to be Reviewed under 2015 PReCIP Process

December 11, 2014

3. Approval of Finance and Facilities Committee: Consent Agenda

The Finance and Facilities Committee met on December 3, 2014 and approved a number of resolutions that are presented in the following consent agenda.

Full materials for these consent agenda items are in the meeting materials for the December 3, 2014 Finance and Facilities Committee meeting.



Manual of Policy and Procedures

Title EXTERNAL FUNDING: PROPOSALS FOR GRANTS	Number 408	Page 1 of 5
	Date 12/11/14	

PURPOSE

Consistent with Board of Trustees' responsibility for oversight of all VSC finances, the purpose of this policy is to define and establish the process for reviewing and acting upon requests/ proposals/ applications/renewals for grant funding from public or private sources by the Vermont State Colleges. This policy identifies the steps through which funding proposals must be processed up to and including approval by the Board of Trustees.

STATEMENT OF POLICY

The Board of Trustees encourages the submission of grant proposals that are expected to be of benefit to the VSC and/or the member college.

The Chancellor, a member college president, or their designees may apply for grants provided that all provisions of the grant are in conformance with this and other VSC policies.

Wherever possible, draft grant proposals shall be submitted to the Vice President for Finance and Administration, in the Office of the Chancellor, for review before submission to the granting agency but in no event not later than the time grant proposals are forwarded to the granting agency.

The Chancellor may require revision or withdrawal of a grant proposal at any time prior to its award (in the event of a proposal not requiring Board of Trustees approval), or at any time before it is submitted to the Board of Trustees (in the event of a proposal requiring Board approval).

A grant proposal shall require review and approval by the Finance and Facilities Committee and the Board of Trustees if it:

1. Requests \$750,000 or more per fiscal year, or
2. Involves annual matching or cost sharing of \$375,000 or more even though budget changes are not required.

The Finance and Facilities Committee and the Board of Trustees shall be notified of all other grant proposals and grant renewals which are submitted but do not require individual review and shall be updated on a regular basis as to the outcome of the proposals and, if successful, their implementation.

In the event the Board of Trustees votes not to approve a grant proposal, the Chancellor or his/her designee shall direct the appropriate VSC official or the college president to notify in writing the granting agency and withdraw the proposal from consideration.

The Chancellor or his/her designee(s) shall review proposal awards for consistency with initial proposals and take any action which might be indicated to assure compliance.

CRITERIA FOR REVIEW AND ENDORSEMENT

In determining whether to approve a grant proposal, the Board of Trustees shall consider, among other factors, whether and to what degree the award of the grant would:

1. Contribute to the VSC mission and the college mission;
2. Be susceptible to successful implementation fiscally and/or operationally in light of the following considerations:
 - a) Indirect Costs
This includes contributions of staff, space, equipment, administrative services (purchasing, accounting, security) custodial services and maintenance.
 - b) Matching Funds
This includes salaries, fringe benefits, operating expenses, and some indirect costs associated with the conduct of the project.
 - c) Adequacy of facilities, equipment and administrative services needed to support proposed grant activities.
 - d) Adequacy of personnel needed to support proposed grant activities.
3. Requires the VSC to continue activities beyond the period for which external support is provided;
4. Commit the VSC to maintain personnel funded under the proposal beyond the grant period for which external support is provided;
5. Require alteration of an approved program or establishment of a new program; and

6. Contribute to student support services, faculty research and development, institutional development, development or enhancement of approved programs, and which at the same time present no significant residual financial burdens, and/or adequately identify the source for such continued financial support from either new funds or redistribution of existing funds.

The Chancellor shall adopt and from time to time update procedures for processing grant applications. Such procedures shall accompany this policy and shall include the specific forms to be used.

All use of grant funds shall be in accordance with VSC policies, the terms of the grant awarded, and any applicable state or federal laws.

Signed by:

Timothy J. Donovan
Chancellor



Manual of Policy and Procedures

Title LEASES, ACQUISITION AND DISPOSAL OF REAL ESTATE	Number 426	Page 1
	Date 12/11/14	

PURPOSE

Any acquisition or disposal of real estate shall benefit the VSC and shall be consistent with appropriate business practices.

STATEMENT OF POLICY

When deemed to benefit a college and the system, VSC colleges may convey or acquire real estate (including easements and rights-of-way) by way of purchase, sale, trade or donation. In addition, with the approval of the Chancellor or the Chancellor's designee, VSC colleges may enter into leases of real property when deemed to be of benefit to a college and the system. However, any lease over \$250,000 per year or \$1,000,000 over the life of the lease shall require Board approval.

The VSC Board of Trustees shall approve any purchase, sale, trade or donation of real estate in accordance with the following procedures:

The college president, after consultation with the Chancellor, shall submit any proposal to acquire or dispose of real estate to the Finance & Facilities Committee for review. The proposal will include:

- a description of the property;
- rationale for the acquisition or disposal;
- costs and benefits associated with the proposal.

Any real estate sale shall occur only after a public advertising or bidding process, unless special circumstances are present and documented. Any real estate purchase shall occur only after due diligence appropriate to the circumstance.

The Finance & Facilities Committee will review any proposal to acquire or dispose of real estate, and will make a recommendation to the full Board of Trustees regarding action.

Signed by:

Timothy J. Donovan
Chancellor

**VERMONT STATE COLLEGES
MANUAL OF POLICY AND PROCEDURES**

**POLICY 408 – ATTACHMENT A
PROCEDURES
12-19-06**

EXTERNAL FUNDING: PROPOSALS FOR GRANTS

PURPOSE

The purpose of ATTACHMENT A (Procedures) to POLICY 408 is to ensure consistent implementation of the Policy throughout the VSC.

REPORTING PROCEDURES

A. Proposal Submission

At the time of submission of a grant proposal to the funding agency, the submitter shall furnish to the Office of the Chancellor a completed VSC "Grant Proposal Budget Analysis" form. The specific information and format of this form may be updated from time to time to enable meaningful evaluation by the Board and Chancellor's Office.

B. Grant Notification Report

Copies of a grant award or rejection letter shall be submitted to the Office of the Chancellor within thirty days of receipt of such notice. In the event of a grant award, the college shall provide:

- 1) A revised Grant Proposal Budget Analysis form, if changes occurred, and
- 2) A copy of the completed VSC "New Funding Source Document".

C. Report of Grant Proposals

The Chancellor shall provide a summary report of grant proposals for each Finance and Facilities Committee and Board of Trustees meeting.

The report shall contain the following:

- 1) Unit submitting the proposal,
- 2) Organization to which submitted,
- 3) Brief description of purpose of the proposal,
- 4) Period(s) of the grant, including any residual requirements,
- 5) Amounts requested and any proposed match for each year of the proposal,
- 6) Catalog of Domestic Federal Assistance (CFDA) # Number,
- 7) State Revenue # Number (if applicable),
- 8) Person responsible for the proposal of grant,

- 9) Title of the grant, and
- 10) Additional sources of funding, if any, anticipated for the lifetime of the grant, including funding to pay for any residual requirements.

The Monthly Summary Grant Report shall include notice of any awards, renewals, or denials for previously reviewed proposals as they are received. This will provide timely awareness of status of proposals

D. Monthly Grants Report Verification/Changes

Monthly, the Office of the Chancellor shall require each grant applicant or recipient to verify the information on the Monthly Summary Grant Report. Corrections and changes shall be sent to the Chancellor's Office within the time frame specified by the Chancellor.

VERMONT STATE COLLEGESBOARD OF TRUSTEESRESOLUTIONVSC Finance and Facilities Committee: Consent Agenda

- WHEREAS, The VSC Finance and Facilities Committee met on December 3, 2014 to discuss the business items outlined below; and
- WHEREAS, The Committee has voted to approve the items outlined below and recommends them to the full Board; therefore, be it
- RESOLVED, That the Vermont State Colleges Board of Trustees hereby endorses the approval of the following resolutions:
- “Review and Approve VSC Policy 408 Revision”
 - “Review and Approve VSC Policy 426 Revision”
 - “Establishment of Endowments: Consent Agenda”

December 11, 2014

4. Real Estate Transaction

The Board will discuss a real estate transaction.

C. ITEMS FOR INFORMATION AND DISCUSSION

1. Report of the December 3, 2014 Meeting of the Education, Personnel and Student Life Committee

The EPSL Committee met on Thursday, December 3, 2014 at the Office of the Chancellor in Montpelier, Vermont.

EPSL Committee members present: Lynn Dickinson (via phone), Michelle Fairbrother, Kraig Hannum (Chair), Karen Luneau (via phone), Jim Masland (Vice-Chair), Alyssa Slaimen.

Other trustees present: Jerry Diamond (via phone), Chris Macfarlane, Linda Milne, Martha O'Connor, Heidi Pelletier

Absent: Tim Jerman, Bill Lippert, Gary Moore

From the Chancellor's Office: Tim Donovan, Chancellor; Bill Reedy, Vice President & General Counsel; Tom Robbins, Vice President & CFO; Elaine Sopchak, Executive Assistant to the Chancellor; Sophie Zdatny, Associate General Counsel

College Presidents: Joe Bertolino, Dan Smith, Joyce Judy, Barbara Murphy, Dave Wolk

Members of the Public:

- Tess Conant, President, PAT-SUP
- Scott Dikeman, CSC Dean of Administration
- Loren Loomis Hubbell, LSC Dean of Administration
- Barbara Martin, CCV Dean of Administration
- Sandy Noyes, Unit Vice Chair, VSEA Represented Staff
- Tony Pepper, CSC Academic Dean
- Dan Regan, JSC Academic Dean
- Sharron Scott, JSC Dean of Administration
- Jeb Spaulding, Secretary of Administration
- Littleton Tyler, VTC Dean of Administration

Chair Hannum called the meeting to order at 3:10 pm.

Chancellor Donovan reminded the committee that since members were attending via phone, all votes must be by roll call.

A. ITEMS FOR DISCUSSION AND ACTION

1. Approval of Minutes of October 22, 2014 Meeting

Trustee Fairbrother moved and Trustee Dickinson seconded the approval of the minutes of the October 22, 2014 meeting. The minutes were approved unanimously.

2. Discussion of Programs under 2014 Program Review and Continuous Improvement Process (PReCIP)

Chancellor Donovan introduced Johnson State College Academic Dean Dan Regan, who is working in a part-time capacity with the Chancellor's Office to oversee certain academic responsibilities. Dean Regan explained to the committee that the New England Association of Schools and Colleges requires periodic review of all academic programs. Chancellor Donovan explained the accreditation process briefly.

The committee discussed the feasibility of program cost analysis. Vermont Technical College President Dan Smith described a cost analysis tool developed at Vermont Tech that is being shared with the other colleges. Chancellor Donovan explained the role of the Director of Institutional Research in the Chancellor's Office, and the capacity for institutional research at each of the colleges.

The committee also discussed the recommendations for various individual programs at the colleges, and the decision making process around how programs are discontinued.

Trustee Fairbrother moved and Trustee Luneau seconded the resolution Status of Programs under 2014 Policy 101 Review. The resolution passed unanimously.

3. Commendation of 2014 PReCIP Process Participants

Trustee Masland moved and Trustee Fairbrother seconded the resolution Commendation of 2014 PReCIP Process Participation. The resolution passed unanimously. Chancellor Donovan recognized Dean Regan for his leadership in the process.

4. Approval of Programs to be Reviewed under 2015 PReCIP Process

Trustee Fairbrother moved and Trustee Luneau seconded the resolution Approval of Programs to be Reviewed under 2015 PReCIP Process. The resolution passed unanimously.

B. ITEMS FOR INFORMATION AND DISCUSSION

1. Preliminary Program Proposal

CSC: Master of Arts/Certificate of Advanced Study in School Psychology

Castleton State College President Dave Wolk described the program as designed to meet a need in the state for school psychologists. The program will seek accreditation. The certificate will be for those who already have a Master's degree. Most students in the program are from the region, though the online aspect of the program will draw students from farther away.

2. Discussion of VSC Employee Costs

Chancellor Donovan presented an overview of employment at the VSC. The committee also discussed how to measure programs' financial viability. Chancellor Donovan suggested the committee provide VSC management with direction as to how the Board would like this kind of information to be presented. President Smith offered to share with the committee his college's program analysis tool at the next meeting.

Trustee Fairbrother moved and Trustee Slaimen seconded the adjournment of the meeting. The meeting ended at 4:48 p.m.

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

The Finance and Facilities Committee met on Thursday, December 3, 2014 at the Office of the Chancellor in Montpelier, Vermont.

Committee members present: Jerry Diamond (by phone), Bill Lippert (Vice-Chair; by phone), Christopher Macfarlane (Chair), Linda Milne, Martha O'Connor, Heidi Pelletier

Other Trustees: Lynn Dickinson (by phone), Michelle Fairbrother, Kraig Hannum, Jim Masland

Absent: Tim Jerman, Gary Moore

From the Chancellor's Office: Tim Donovan, Chancellor
Bill Reedy, General Counsel
Tom Robbins, CFO
Elaine Sopchak, Executive Asst. to the Chancellor
Sophie Zdatny, Associate General Counsel
Deb Robinson, VSC Controller

From the Public: Tess Conant, VSC United Professionals
Scott Dikeman, Dean of Administration, Castleton State College
Loren Loomis Hubbell, Dean of Administration, Lyndon State College
Barbara Martin, Dean of Administration, Community College of VT
Sandy Noyes, Unit Vice Chair, VSEA Represented Staff
Sharron Scott, Dean of Administration, Johnson State College
Jeb Spaulding, Secretary of Administration
Lit Tyler, Dean of Administration, Vermont Technical College

Chair Macfarlane called the meeting to order at 5:01 p.m.

Chancellor Donovan reminded the committee that because some members were participating via phone, all votes needed to be by roll call.

Chair Macfarlane moved to add an update on collective bargaining as item #2 on the agenda. Trustee Milne seconded the motion. The motion passed unanimously.

A. ITEMS FOR DISCUSSION AND ACTION

1. Minutes of the October 22, 2014 Finance & Facilities Committee

Trustee Milne moved and Trustee Pelletier seconded the approval of the minutes of the October 22, 2014 committee meeting. The minutes were approved unanimously.

2. Update on Collective Bargaining

Chair Macfarlane moved that the Committee enter executive session to discuss labor relations agreements with employees. He further asked the Committee specifically to find that premature general public knowledge of the Colleges' positions and strategies for collective bargaining would place the Colleges at a substantial disadvantage. Permitted in executive session were Committee and Board members, General Counsel Reedy, Associate General Counsel Zdatny, Chancellor Donovan, the Presidents, CFO Robbins, and Secretary Spaulding. Trustee Milne seconded the motion. The Committee voted unanimously to enter executive session at 5:03 p.m. The Committee exited executive session at 5:30 and took no action.

3. Review and Approve VSC Policy 408 Revision

CFO Robbins shared revisions to Policy 408 as endorsed by the presidents and the deans of administration. Although the revisions increase the threshold for Board approval, the colleges are not loosening oversight.

Trustee Pelletier moved and Trustee Milne seconded the resolution Review and Approve Policy 408 Revision. The resolution was approved unanimously.

4. Review and Approve VSC Policy 426 Revision

CFO Robbins shared revisions to Policy 426 as endorsed by the presidents and the deans of administration.

Trustee Milne moved and Trustee Pelletier seconded the resolution Review and Approve Policy 426 Revision. The resolution was approved unanimously.

5. Establishment of Endowments: Consent Agenda

Trustee Pelletier moved and Trustee Milne seconded the resolution Establishment of Endowments: Consent Agenda. The resolution was approved unanimously.

6. Real Estate Transaction

Chair Macfarlane moved that the Committee enter executive session pursuant to 1 VSA § 313 (a)(12) to discuss the negotiating or securing of real estate purchase or lease options. Permitted in executive session were Committee and Board members, General Counsel Reedy, Associate General Counsel Zdatny, Chancellor Donovan, CFO Robbins, Johnson State College President Barbara Murphy, JSC Dean of Administration Sharron Scott, and Secretary Spaulding. Trustee Milne seconded the motion. The Committee voted unanimously to enter executive session at 5:40 p.m. The Committee exited executive session at 5:53.

B. ITEMS FOR INFORMATION AND DISCUSSION

1. VSC FY2015 Budget vs. Actual Review and Discussion

CFO Robbins reviewed the executive summary figures from the first quarter financials. Each president reviewed the colleges' current and projected positions.

Castleton State College

President Dave Wolk shared that Castleton started FY15 with a carry forward of \$75K. This fall saw a decrease in FTE students and yield. The number of students who accessed merit scholarships exceeded expectations. Going forward the college has level funded regular expense items with the exception of salaries and benefits. After starting with a 3-4% gap the college will have a balanced budget this year by instituting a 20% rescission and taking many cost-reducing steps. Several of the college's entrepreneurial initiatives are doing well, including the college store, the Center for Schools, the Polling Institute, conferences and events. The college is not borrowing money and does not expect to need to utilize funds from its strategic reserve. They have upgraded their efforts in retention and have instituted a new international initiative beginning in FY16.

Johnson State College

President Barbara Murphy reported that the college started the year with a \$300K variance. The budget the Board approved included the use of one-time funds and

Items for Information and Discussion

reserves. The budget assumed a 2% decrease in campus based undergraduates and that both EDP enrollment and room and board would be flat; actually EDP enrollment was lower and room/board higher, leaving about a \$200K variance. Wage and benefit assumptions were based on anticipated employment actions, including retirements, reduction in force, and five terminations that occurred in May of last year. They have reorganized health center staffing and have also reduced sections and reliance on part-time staffing and overload, with a savings of about \$250K. They have issued an RFP for forestry management to harvest trees from college land. Going forward they are managing budgets tightly, holding open vacancies, and reducing expenses in travel, hospitality, supplies, and equipment. The number of full-time faculty is lower than last year's. They are currently undergoing an external review of the entire admissions process. There are demographic and family economic challenges, especially in Lamoille County. If necessary, the college would consider a range of strategies such as incentives for retirements; full-time faculty deployment could change; curricular reorganization; there could be further reductions in part-time faculty and overloads; a faculty member had suggested a furlough as a possible strategy. President Murphy expects an FY16 budget level with FY15 and aims for slight enrollment growth and retention, but will plan to budget for flat. There is a possibility the college will need to use reserves in FY16.

The Committee discussed the state of current reserves. Chancellor Donovan reminded the Committee that the colleges are required to have a 2.5% reserve that the presidents cannot use without approval of the Chancellor and informing the Board. This reserve is a budget item. There is also a 5% reserve the colleges are allowed to build; not all the colleges have that reserve fully filled. This reserve is more discretionary and requires only consultation with the Chancellor before use.

As of June 30, 2014, all the colleges had fully funded the Board-required reserves with the following balances:

Community College of Vermont: \$718K

Castleton State College: \$1.24M

Johnson State College: \$738K

Lyndon State College: \$776K

Vermont Technical College: \$753K (this reserve is being used to secure the loan made by the Board to Vermont Tech last year)

Items for Information and Discussion

Each college's discretionary reserves had the following balances as of June 30, 2014:
Community College of Vermont: \$1.435M
Castleton State College: \$766K
Johnson State College: \$1.4M (they have since drawn down \$675K)
Lyndon State College: \$1.52M (they have received permission to draw down \$160K)
Vermont Technical College: No discretionary fund balance
Trustee Luneau exited meeting at this time.

Vermont Technical College

President Dan Smith reported that their practice is to separate out Nursing/Allied Health from the rest of Vermont Tech for budgeting purposes. The college started the year with the Board-authorized \$2.4M deficit. At this time they project being off another \$380. They had anticipated a 4.6% decline in non-nursing enrollment, but the actual figure was down 7%. Nursing enrollment is up 13%, resulting in an overall decline in enrollment of 2.2%. Expenses are consistent with projections. The milk plant with funding from federal TAACCCT grant dollars. Revenue projections have been affected by the decline in enrollment and a six-week delay in the start of the biodigester. Planned initiatives to balance the FY15 budget include consolidating spring sections; reducing adjunct and overload expenses; and holding open positions. They have moved commencement back to the Randolph campus from Norwich University and will hold one Friday and two Saturday ceremonies. They have implemented travel restrictions and are working on leveraging conferences and events. Vermont Tech has already implemented operational cuts and additional personnel action may be required. The changes to personnel announced last week will not happen until August 1, 2015 due to contractual obligations. Academic structural changes are being made including changing the credits for associate degrees and baccalaureate degrees to 64 and 124 credits respectively. Faculty are concerned about the academic impact this change will have on students. It will have an overall impact on faculty workload. Offered retirement opportunities. President Smith thanked Dean of Administration Lit Tyler and CFO Tom Robbins for their support and ongoing management. Chair Macfarlane shared his deep respect for the hard work all the presidents are doing at their colleges.

Audience member Tess Conant stated that reducing staff increases the pressure on people left behind and that the Board should not overlook this.

Lyndon State College

President Joe Bertolino reported that the first quarter of FY15 saw a \$513K decrease over last year at the same time, as a result of 100 fewer enrollments, meeting contractual obligations on compensation, and rapid use of supplies and services. They are forecasting

the college will end FY15 even. Last year the college ended the year with \$1.2M surplus, with \$1M being a one-time gift. Operating revenue exceeded budget expectations as a result of higher than expected enrollment, partially offset by higher than anticipated financial aid. This year, 100 fewer students equated to a deficit of \$1.5M. To compensate for this they removed most inflation assumptions from the budget; they are holding open positions; dramatically cut back on projects in both the residence halls and academic equipment. These initiatives with the help of some entrepreneurial ventures were able to yield \$750K. They also used one-time funding totaling \$810K, which came from unspent gifts, unspent endowment funds, and budget carry forwards from prior years. The college used \$160K from strategic reserves to replace their IT infrastructure and invest in advancement and fundraising. They are now at a breakeven point in the contingency budget for the year. Earned revenues are 53% of budget, expenses 33%, both on par with last year's earning and expense run rates. There will be continued variance from the Board-approved budget, but based on the contingency budget implemented early on, they still plan to break even for the year. At this time the college is projecting a \$3.1M deficit for FY16. The assumptions for this are no substantial rebound in entering students, no improvement in retention, continued contractual obligations for compensation, no tuition increase, and no appropriation increase. No full-time faculty tenured layoffs or program closures are planned, but there is no commitment regarding non-tenured full-time faculty. There has been a reduction in part-time faculty and staff and administrators. There have been several high end retirements, and President Bertolino expects to offer a retirement incentive. They are assuming that 100 fewer students is the new normal. There has been a 40% increase in gifts as compared to the same time last year.

Community College of Vermont

President Joyce Judy shared that CCV is always looking at what is the right size. Their students are 98% Vermonters; the high school population is declining. This year CCV projected a 5% decline but the actual decrease was only 3%, and their budget reflects this. Staff knows the budget is conservative yet they are always looking for innovative ways to reach Vermonters who could benefit by continuing their education. Programming like Introduction to College Studies focuses on the 40% of high school graduates who may not go to college. The college looks to philanthropy to fund those efforts, so that funding does not come from institutional resources. They also seek to meet adult students in the workplace with workforce development programming. CCV ended the year in good shape. In FY15 they projected a 5% decrease; the budget looks very strong for the rest of the year. Spring enrollment numbers look strong.

Items for Information and Discussion

2. Discuss FY2016 Budget Development

This item was addressed as part of the previous discussion.

3. Discuss Benchmarks and Ratios

This item was addressed as part of the previous discussion.

4. Update on Ongoing VSC Construction

There was no discussion of this item.

5. Review Capital Projects Report

President Smith informed the Committee that Vermont Tech has issued an RFP for a 500kw solar project that will generate revenue. It will come to the Board in the next cycle.

C. ITEMS FOR INFORMATION ONLY

1. Monthly Grant Activity Report
2. Monthly Cash Report
3. VSC October 30, 2014 Endowment Performance

There were no comments from the public.

Trustee Milne moved and Trustee Pelletier seconded a motion to adjourn. The meeting adjourned at 7:41 p.m.

Items for Information and Discussion

4. Report of the Vermont State Colleges Student Association
5. Report of the Chancellor
6. Reports of the College Presidents



President's Report
December 2014

With the close of the fall semester upon us we are at a point at which we are beginning to see the results of projects planned and implemented at the beginning of the semester. In this report I'd like to draw your attention to work being done in the College's marketing and communications department that has been met with strong support both inside and outside of CCV. I would also like to take this opportunity to share with you the outstanding progress CCV has made in increasing the number and amount of annual scholarships the College awards to students.

This year our Marketing and Communications Office decided to take a different approach to the College's Annual Report and create a publication that would also serve as a broader marketing campaign for CCV. We based the report on the term CIMBY, which stands for College In My Backyard, and we asked key community partners to provide us short testimonials about how CCV has helped their business or organization. We then took those stories and the design aesthetic from the report and created an interactive web application that allows users to pin themselves on a world map and submit their own stories about how CCV, as the college in their backyard, has helped them succeed. Building off of the CIMBY concept we've developed a new registration landing page that is aligned with our fall advertising campaign, and we've based our fall appeal off of this as well.

This work represents the College's first coordinated 360 degree campaign in which development efforts and admissions goals are being promoted and supported in tandem using unified messaging and branded materials. I'm pleased to report that to date we've had positive feedback from donors, students, staff, faculty and the general public on this work. You can visit the site at <http://ccv.edu/cimby> and please, add your own stories.

We have some exciting work being done by our veterans services team. Since early November the Veterans Administration's Mobile Vet Center (MVC) has been visiting CCV locations around the state providing outreach and counseling services to veterans and their families. The van visited four centers in November, staying for five hours at each location. Although at this point we do not have a figure for the total number of people served through this offering, we have heard that traffic to the MVC at our Bennington and Rutland centers was very strong. We're excited to have the MVC visiting additional CCV locations in December.

Our Winooski center also hosted a public reading of selected works from our Veterans Writers Workshop that took place last summer. Over 100 people came out to listen to four of the authors read excerpts from their pieces. Information about the event ran on the Associated Press' national wire reaching publications across the country. We also saw this as an opportunity to increase

public awareness of our veterans services and also as a way to create stronger connections to the donors who support our work with veterans. Shortly after the reading CCV's marketing and communications team developed and launched an interactive website on which excerpts from the workshop are displayed along with maps, photographs, and video. The site, available at <http://now.ccv.edu/veterans>, was shared with donors prior to its public launch. It is sobering and powerful.

CCV's financial aid and development teams have been doing some new and innovative work to support our students through scholarships. First off, we are happy to be awarding our inaugural G. Jason Conway Memorial Scholarships this year, and also our first President's Scholarships.

As you may know Jason Conway was a long-time and beloved faculty member at the College and in 2012 a memorial scholarship was established in his memory. This scholarship is awarded to students who show academic promise and have a propensity for self-directed learning. We have now reached the point at which awards can be given, and for spring 2015 the College will award this scholarship to Tila Dahal from CCV-Winooski, Valerie Christopher from CCV-St. Albans, and Timothy Kelly from CCV-Bennington.

Our President's Scholarship, which is awarded to degree students who have completed at least 12 credits, carry a GPA of 3.7 or above, and can demonstrate financial need, will also be awarded for the first time this coming semester. Two students—Serenity Smart-Small from CCV-Rutland and Kristel Ay from CCV-Morrisville—both of whom submitted heartfelt and impressive applications, will each be awarded \$1,250 for the spring 2015 semester.

These new scholarships are emblematic of the tremendous growth CCV has seen in its scholarship awards since 2011. This year we had 129 applicants for our general scholarships and 58 for the G. Jason Conway Scholarship. We received applications from students representing every academic center, and I am pleased to report that students from all 12 academic centers and our Online Learning Center will be receiving scholarships. I am also happy to report that for the 2014-2015 financial aid award year, CCV will award students close to \$100,000 in scholarship funds. This compares to about \$90,000 in the 2013-2014 award year, \$61,200 in 2012-2013 and \$10,250 in 2011-2012.

We are also now moving into the time of the semester, when our students are finishing up their service learning projects. Service learning offers students the opportunity to apply their classroom learning in the real-world through meaningful and well-constructed community service projects. Although we still have a few weeks before these projects culminate, both our Montpelier and Winooski centers hosted successful empty bowls events recently. Through these events students raised awareness about hunger in our communities and successfully raised over \$1,600 in donations for local food shelves. In the upcoming weeks CCV classes all over the state will be hosting events related to their service learning projects. I encourage you to learn more about these events and everything else happening at the college in your backyard on [CCV Now](#).



Castleton

Introduction

As we enter the final week of the opening semester we are pleased to host the Board of Trustees, show off our beautiful campus, and take a moment to honor two dedicated professors in Mark Fox and Trish Van Der Spuy as Professor Emeritus and Faculty Fellow respectively. Both professors epitomize all that a Castleton education has come to represent.

The first semester has included an abundance of outstanding accomplishments, events, and stories on our campus. Many are highlighted in this report, and others still will be arriving in your mailbox soon in the Fall edition of the Castleton Magazine.

Academic Affairs

Castleton Leads in Vermont Physical Education

Alumni, faculty, and students alike were all in attendance at the Vermont Association of Health, Physical Education, Recreation and Dance Conference held on Nov. 14 at the Killington Grand. The conference is held annually and designed to bring together professionals in the field for two days of professional development, honors, and networking.

Castleton proved to be a leader in the field as former coach and Title IX pioneer Stevie Chepko was honored with the Distinguished Service Award, alumna Adrienne Weld '05 was honored as the High School Educator of the Year, and assistant professor Katy Culp was honored as the Higher Education Educator of the Year.

In addition to the slate of honors, Castleton athletic training students Brian Greene, Emily Raber, Karissa McCoy, Colleen Jenkins, and Brie Narodowy each presented their research to their peers and professionals in attendance. More than two dozen other students and faculty members attended the two-day event.

Faucher Wins Coveted Study Abroad Scholarship

Junior Emma Faucher was overcome by excitement, thrill and emotion as she was announced the recent winner of a full semester tuition scholarship to study in New Zealand, an opportunity made possible by Education New Zealand.

After submitting a creative, themed photo of herself paired with an essay entry to a Go Overseas study abroad contest, Faucher was selected out of over 1,000 applications for the \$15,000 scholarship provided by the New Zealand government, including round trip airfare.

Members of the awarding organization, Go Overseas, flew to campus from California on Monday, along with a representative from New Zealand, to surprise Faucher with an oversized check and announce her official win.

Joined by family, friends, classmates, professors and Castleton President Dave Wolk, Faucher was filled with excitement after learning of her accomplishment.

Faucher will travel to New Zealand this spring, and plans on documenting her study abroad experience through a blog and documentary as part of an independent study in the communication department.

Public Service

Nursing Students Set to Return to Honduras

This spring, Castleton nursing students will once again extend their influence and civic-mindedness across international borders. For the second consecutive year, 17 senior nursing students will participate in the Global Brigades medical mission to Honduras.

In conjunction with the local chapter of Global Brigades, NY-VT Nurses Unite, the students, accompanied by faculty member Margaret Young, will spend approximately one week in Honduras. With the task of providing sustainable medical and dental care to the local communities, the group will seek to deliver various healthcare services to more than 1,000 people.

While immersed in the local community, the group will become more familiar with the health issues of the area and work with professionals to learn proper treatments techniques.

Additionally, students will use their knowledge to educate locals on how to best prevent common health issues.

Several days will also be spent teaching healthcare education at a nearby orphanage.



Castleton

Student Life

Castleton Soccer Downs Middlebury

No senior came up larger than Alex Sedergren on senior night, as he headed home the lone goal of the game just 6:55 into the contest and the defense did the rest, holding on for a 1-0 victory over Middlebury on October 21 at Spartan Stadium. The victory over Middlebury is the first-ever for the program.

[Read the complete recap on castletonsports.com](http://castletonsports.com)

Sap Bucket Returns to Castleton

The Spartans put up 14 points in the opening five minutes and dominated with a total team effort on the way to an emphatic 48-28 victory over Norwich to claim the Maple Sap Bucket Trophy at Sabine Field on November 15.

Castleton had the Cadets on their heels all game long, extending the lead to 32 points midway through the third quarter, and forcing a team-record nine turnovers on six interceptions and three fumble recoveries. The win capped the most successful season in program history, as the Spartans went 7-3 in coach Tony Volpone's first season. The six-win turnaround from a season ago is among the best in the country.

[Read more at castletonsports.com](http://castletonsports.com)

[See coverage at WCAX.com](http://WCAX.com)

[See Coach Volpone's postgame speech at WCAX.com](http://WCAX.com)

Special Events

ESPN Documents Tarleton's Triumph Over Tragedy

At the young age of 14, senior and Spanish major Liza Tarleton had experienced first-hand the traumatic reality of domestic violence, after her mother Carmen Blandin Tarleton was brutally attacked by her estranged husband in 2007.

Beaten with a baseball bat, doused in industrial strength lye and lit on fire, the mother of two and her family would have their lives forever changed.

"The whole thing is very surreal," Liza said of the horrific attack.

The incident left her mother Carmen extremely disfigured, with deep burns on over 80 percent of her body. After more than sixty surgeries and a face transplant, doctors were able to save her life, but could not erase the painful scars.

"I never forgot that life was a choice," said Carmen adding that her daughters were her motivation to continue to fight and stay positive, "I chose to stay."

Through witnessing her mother's strength and courage, Liza was motivated to continue living life to the fullest, despite the lasting impact the attack has had on her family. Enrolling at Castleton and becoming an active student-athlete, she was able to find success and support both on campus and off.

"It definitely made our family closer and our relationship stronger," said Liza.

Since being at Castleton Liza has explored her independence to the fullest, partaking in several study abroad trips and finding a family away from home in the Castleton Women's Rugby team.

"Rugby has kind of always been my own thing," said Liza who started playing as a second row scrum and is now a scrum half. "It definitely has the major aspect of family."

Her two worlds were able to come together recently as Carmen visited campus for a moving presentation focused on overcoming obstacles. Touching upon her attack and years of recovery, she spoke to a packed room about her experience.

Several of Liza's rugby friends came out to show their support at her mother's presentation, many meeting her for the first time.

"Everyone was really supportive," said Liza. "Everyone who I know who went loved it."

On Tuesday, October 28 Liza and her mother's empowering story was featured on ESPN's weekly news magazine show E:60 as part of Domestic Violence Awareness Month. The segment included in-depth interviews with the pair, as well as footage of Carmen's Castleton Soundings presentation held on Oct. 23.

Governor Douglas Visits Castleton

On Monday, November 24 the college welcomed former Vermont Governor Jim Douglas to campus to speak about his new book, "The Vermont Way: A Republican Governor Leads America's Most Liberal State."

While in office, Governor Douglas was always the model of civility, and he continues to champion civility and civic engagement since leaving office and taking a faculty position at Middlebury College.

Douglas was joined by students, community members and various other Vermont politicians as he recalled the path that brought him to be Vermont's 80th governor and his political career in the Green Mountain State.



JOHNSON STATE COLLEGE PRESIDENT'S REPORT

to the Vermont State Colleges Board of Trustees

DECEMBER 11, 2014



A FOCUS ON DIVERSITY & INCLUSION

As our student population grows increasingly diverse, Student life staff members have focused on offering programming that celebrates as strengths the variety of backgrounds, lifestyles and experiences of our campus population.

In November, the Athletics Department used NCAA grant funding to bring nationally recognized speaker Dr. Jenny Withycombe to campus for a series of interactive workshops "Power and Potential of Diversity and Inclusion." A Sunday evening session for students attracted 60 participants, while the following day 56 staff and faculty members attended a session specifically designed for them.



Following on the heels of Withycombe's visit was the College's semi-annual "Ally Training," sponsored by the JSC Pride Alliance and our Office of Student Activities. Multiple sessions were offered for students, faculty and staff by Dana Kaplan, director of education at Outright Vermont in Burlington.

Earlier this semester, the departments of Residence Life, Athletics, Student Activities, and First-Year Experience sponsored a visit by activist Robyn Ochs, author of *Getting Bi: Voices of Bisexuals Around the World*, who spoke about current issues faced by the LGBT community. [An interview in *Basement Medicine* can be found here.](#)



In addition, we have expanded programming related to the experience of veterans, as we anticipate continued growth of this student demographic. As part of our "Community Cinema" series in partnership with Vermont PBS, the College sponsored a screening of "Women in War" ([Basement Medicine review here](#)), Fifty-five campus community members attended the screening and the discussion, facilitated by women in service, that followed.

A week later, a standing-room-only crowd heard from wounded veteran Sgt. Taylor Urruela, who is profiled in the PBS series "Coming Home" ([interview in *Basement Medicine* here](#)). The program focused on the challenges faced by veterans upon their return from service.

ACCOMPLISHMENTS OF NOTE

[A supplement to this report noting recent accomplishments by JSC faculty, staff, students and alumni](#) is posted on our website and available for PDF download here. We encourage you to read these highlights of our community's accomplishments since our last report to the board.



THE JSC POOL LIVES ON

We were pleased to announce just before Thanksgiving break that the indoor pool at Johnson State College will continue operating into the foreseeable future. We are grateful that we have been approved for a long-term loan from the VSC's Green Revolving Fund to replace the pool's existing, malfunctioning dehumidification and heating unit with a new, energy-efficient system at a cost of about \$265,000.



Closing the pool had been discussed as an option for helping to address budget concerns. An outpouring of feedback from the local and campus community confirmed the importance of the pool as an educational, recreational and therapeutic resource for area schools and nearby residents as well as the JSC community. The ability to secure this grant to continue the pool's operation has been greeted with great excitement and relief. It was celebrated at a well-attended pool open house on Saturday, Nov. 15, which garnered front-page coverage in the Morrisville-based *News & Citizen*.

The pool will be offline until the new part is installed and operational, which we anticipate to be by early February.

A FOCUS ON ADMISSIONS & ENROLLMENT

We are undertaking a full review of our admissions and enrollment protocols with the help of a consultant affiliated with the American Association of College Registrars and Admissions Officers. This includes an examination of our communications, recruitment materials and schedule, and three onsite visits by the consultant, the first of which concluded Nov. 20. There is a growing appreciation for the fact that student recruitment is a college-wide responsibility, with multiple steps along the way and essential roles for staff, faculty and administrators to play.

While improving and upgrading service to prospective students and their families is always a work in progress, it is clear that we have broad participation from staff and faculty at Johnson State College in connecting with students exploring our college. As well, our systematic review of how we apply financial aid and scholarships appears to be serving us well.

PRESIDENT'S ROUNDTABLE

Each semester, President Murphy hosts a "President's Roundtable" — a dinner meeting with area business people, educators, legislators, and community leaders — to share some aspect of current activities under way at JSC. The goal is to help roundtable members become more familiar with our varied and relevant college work and to hear their perspectives on ways to extend that work and add to local knowledge. At our fall meeting, three JSC faculty members presented on their research in biology and education, focusing on how they involve students as research assistants, why we consider such work a high form of education, and what we are learning. This is one of many ways we work to instill an appreciation for our role as a true citizen of Lamoille County who is invested in its future.

A COLLABORATION ON ASPIRATION

We are working with the Vermont Student Assistance Corporation and others on an initiative to raise aspirations of area high school students to consider college in their near future. Lamoille County high school seniors whose parents did not complete college report the lowest intention of going directly to college after graduating high school. It is our belief that collaborative efforts across K-16 lines can help affect aspiration.

SOLAR INSTALLATION COMPLETED

Installation of a one-acre, 150 kWh solar array near the main entrance, just up the hill from the former "upper pond," was completed in October, with connection to Johnson Water & Light scheduled to take place by the end of the calendar year.

A COMBINED ADVISING & REGISTRAR OFFICE

We are in the process of combining the Advising & Registrar offices in a single location in Dewey Hall — a plan that has been in the works for about a year. The idea of merging services follows a model in place at many colleges that expands the work of a registrar's office beyond that of stewarding official college academic records, to partnering with Advising staff to help students navigate successful completion of their degrees.

Registrar Doug Eastman and Director of Advising Sara Kinerson proposed the collaboration after considering the many ways in which student records, before they become completed documents, are evolving plans that need regular attention; and that students, in moving toward program completion, rely on advising from their faculty advisors and our Advising center.

Combining the two functional areas of Registrar services and Advising has meant much moving about of staff. JSC-ers have been gracious about the relocations and open to having new neighbors and different views of campus.

JSC HOSTS 7TH HIGH SCHOOL LEADERSHIP GREENING SUMMIT

In mid-November, 11 teams of students from a 17 Vermont and New York high schools submitted detailed proposals to implement environmental projects at their schools, then competed to secure the funds to turn their dreams into reality, at our 7th annual High School Greening Summit.

The Summit is cosponsored by Senator Bernie Sanders, who dedicated one of his staffers to serve as a judge. In a



video address to the students, Sanders praised the youth for presenting ideas that will “percolate throughout your communities and make our entire state more energy-efficient and more sustainable.”

Proposals ran the gamut, from hand dryers and motion-sensor faucets in restrooms to composting stations, greenhouses and gardens, plants and trees, environmentally-friendly cleaning products, biodegradable utensils and green roofs. Teams received feedback on their written proposals from Frances Huessy, senior technical writer with Burlington-based



Vermont Energy Investment Corporation.

At the end of the day, each team walked away with a prize ranging from \$250 to \$2,000,

made possible in part by a generous grant from the Canaday Family Charitable Trust, which seeks to fund innovative Vermont programs that “improve the lives of children and families, promote environmental education and conservation, and preserve the environment.” As a result, all teams will be able to implement at least a portion of their proposals at their respective schools over the coming year.



The President's Report

DECEMBER 11, 2014 | LYNDON STATE COLLEGE



Academic Affairs

Academic Support held a new event, **YOUR TICKET TO GRADUATE**, designed to inform juniors and seniors of their progress in moving toward graduation. More than 70 students moved through a series of informative stations—from graduation standards to career services. Academic Affairs will continue to create events like this to assist our students and to boost graduation rates.

ENROLLMENT MANAGEMENT: Associate Provost for Enrollment Management **Heather Bouchey** is meeting with academic departments to review enrollment, retention, and persistence numbers to collaboratively design departmental-specific plans and strategies.

GRANTS STRATEGY: Academic Affairs has engaged in a new partnership with Hanover Consulting to build a grants infrastructure on campus that will support faculty research and the fundraising needs of our grant-funded centers and their staff. The relationship is working well—a completed grant now allows a combination of AmeriCorps and Leahy Center programming under one umbrella.

LYNDON'S EARLY COLLEGE PROGRAM is doing well, with ECP students among the best in their classes. Faculty are enjoying working with these students; one faculty commented, "Please send more like these!"

THE COLLEGE'S NEW INSTRUCTIONAL TECHNOLOGIST Randy Matusky, has started "Tech Talks," a monthly workshop aimed at covering a wide range of issues. The first talk focused on apps and tools for project management; the second was devoted to "Flipped Learning."

Budget Strategy

On the heels of lagging state funding, falling demographics and an economy struggling to recover in our recruitment arena, and a decline of 100 students from last year, LSC faces a \$3.1 million deficit for next year. This is a structural deficit as it will take four years for the smaller class to work its way through the College and it would be foolish to forecast a complete rebound in entrants in a single year. This means our response must be a structural change in revenues and expense. Both the strategic planning groups and the budget committee are working to find ways to strengthen the College and cut costs. In addition, each department is working on developing its plan for cutting costs and/or growing revenues.

Institutional Advancement

THE ANNUAL PHONATHON—with new segmentation, scripts, and incentives—kicked off on November 2 with 19 enthusiastic student callers and a student leader. At the end of the third week, we have secured \$22,575 in gifts. This compares to \$12,151 at this point last year and \$3,832 in 2012.

November saw the **FALL APPEAL MAILING** and the first **FACULTY/STAFF APPEAL** since 2009; both are showing early signs of success. To date, our annual fund giving is 70 percent higher than this time last year and 191 percent higher than this time in 2012.

Strategic Planning: Update

President Bertolino has asked four strategic planning working groups to build action plans to achieve the strategic goals we have identified as a community. Here is a snapshot of what these groups are exploring.

Lyndon's academic excellence and experiential focus provides students with a relevant and valuable education.

- Developing alternative methods of course scheduling: block course scheduling, short-format courses, and intensive courses.
- Streamlining and possibly shrinking GEU requirements.
- Finding and developing alternate pathways for remediation.
- Dropping the assessment exam at college application.
- Creating a visible pathway and providing administrative support for nontraditional and transfer students to navigate entry.
- Providing faculty training on best practices for developing and adopting online and hybrid courses.
- Investigating the creation of AA/AS degree paths for students who want only job training.

The College is thriving financially.

- Tuition and fees are the largest component of the Lyndon budget. With the decrease in enrollment, naturally we have an exposure and a risk to the financial viability of the College. Our goal is to make a recommendation to the president in mid-January on ideas for revenue generation and improved budgeting and costing initiatives on campus.

Systems, services, and facilities are efficient and designed with the end-user in mind.

- All the offices involved in the student enrollment pipeline are being examined—from admissions and financial aid through advising and registration to the business office and student affairs. We are checking from both the student-user perspective and from the faculty/staff perspective to identify and remedy unnecessary complications.
- Focusing on using the available IT resources in the most effective and efficient possible ways.
- Working to improve communications on campus: how information is presented, targeted and disseminated; making it timely; and archiving for easy access in the future.

Lyndon is a vital and innovative community dedicated to social justice.

- We are exploring professional development opportunities for faculty and staff based on intercultural competency principles with the idea of incorporating this competency into all departmental curricula.
- A space/office for nontraditional students, African, Latino, Asian, Native American (ALANA), and LGBTQ students is under consideration.

DECEMBER 11, 2014 | THE PRESIDENT'S REPORT

NewsBriefs



Alexandre Strokanov competing in Moscow

Strokanov Wins International Top-Teacher Competition

History Professor **Alexandre Strokanov** was named the winner of this year's "Best Teacher of Russian Humanities Abroad" contest. The Pushkin Institute, the foremost school for Russian language studies, along with a host of Russian governmental agencies including the Ministries of Foreign Affairs, of Culture, and of Education, sponsored the Moscow-based contest.

More than 500 contestants from more than 50 countries took part in the initial three-part online test designed to whittle the contestants down to fifteen. These fifteen finalists represented fourteen countries; Strokanov finished first and was the only contestant from the United States.

Design Student is PACK-tastic SCHOLARSHIP WINNER IN NATIONAL COMPETITION



Senior Lyndon Graphic Design student **Jess Curley** was awarded a \$1,000 scholarship in the PACK-tastic National Design Competition

held by the Graphic Arts Education and Research Foundation. Curley, a Salem, N.H., native, was one of six winners out of 228 nationwide entries. Her design, "Wheely Cheesy," is a macaroni and cheese box in the shape of a school bus.

DOW@LSCx3

MOBILE RADAR TRUCK RETURNING TO CAMPUS

The state-of-the-art truck-mounted weather radar, Doppler on Wheels (DOW), will make a rare third visit to the Lyndon campus in January and February of 2015. The Boulder Colorado-based Center for Severe Weather

Research operates the DOW truck-mounted mobile radars as a National Science Foundation facility. The system will be used as an experiential learning tool by the students and faculty in the Atmospheric Sciences Department.

EJA Makes Top Program List LSC TO BE ON NEWSPRO'S ANNUAL SURVEY AGAIN

Faculty in the College's award-winning Electronic Journalism Arts Department have been notified that they will make *NewsPro* magazine's list of top U.S. journalism programs again this year. The actual rankings will be published later in December.

Fall Scholarship Awards

Every October, the Lyndon community sets aside an afternoon to celebrate and congratulate students for their hard work, their persistence, and their accomplishments. It is also an opportunity to introduce scholarship recipients to some of the generous donors that make awards available to students. President Joe and Jenny Harris '79, executive director of development and alumni affairs, hosted the annual recognition of award and scholarship winners on October 28. This year, 190 scholarships were handed out to 132 recipients.

Jeremy Haskins '04, LSC's Outstanding Young Alumni Award Recipient, was the guest speaker at the ceremony. Haskins graduated with a Business Administration degree with a minor in Marketing; he was nominated by the Alumni Council for the award. Retired Professor of Business Linda Mitchell presented the award to Haskins.

Hornets Sting Competition

MEN'S TEAM TOPS IN NAC CROSS COUNTRY



Tyler Scheibenpflug

This fall the Lyndon men's cross country team nabbed their fifth NAC championship in six years, and attained their third consecutive top-16 finish at the 2014 NCAA Regional Champion-

ship Meet. More than 50 teams competed; the event was hosted by Williams College.

Senior **Tyler Scheibenpflug** placed 15th overall in a field of 371 runners and qualified for a second-straight berth in the NCAA Division III National Championships. On November 22, Scheibenpflug finished 42nd out of 280 at the 2014 National Championship Meet—the best finish ever for Lyndon at a national meet.

PLAYOFF BERTH FOR WOMEN'S VOLLEYBALL

The 2014 LSC women's volleyball team made it to the semifinals of the North Atlantic Conference playoffs. **Abbey Greene**, a sophomore outside hitter, was named to the All-North Atlantic Conference Team.

Faculty and Staff Briefs



Jim Bozeman

Math Professor **Jim Bozeman** donated a copy of his new book *New Perspectives on Stochastic Modeling and Data Analysis* to the Lyndon State library. Bozeman coedited the volume; LSC's **Heather**

Bouchey, John Castaldo, Janel Hanrahan, Ben Luce, Paul Searls, and Jason Shafer peer reviewed portions of the work.

LSC staffers **Deb Bailin, Heather Bouchey, Garet Nelson, and Graham Sheriff** contributed to an article published in the *New England Journal of Higher Education* on November 3. The article, "A Learning Commons on a Budget," documents the collaborative effort to provide efficient and enhanced academic support services by integrating physically close but operationally diverse services with a shared mission. The article demonstrates how this was done with limited finances and no capital funds.

One offshoot of the learning commons effort is a support center staffed by Lyndon's new Coordinator of Instructional Technology **Randy Matusky**. His responsibilities include Moodle management and support, instructional technology resources both in and outside of the classroom, and faculty and student technology training.

VERMONT TECH

PRESIDENT'S REPORT TO THE BOARD | December 2014

ADMISSIONS

Fall recruitment included over 100 high school visits and participation at more than 130 college fairs and similar events, both in Vermont and out of state. Ten high school groups visited the Randolph Center campus this fall in addition to the Try a Major Day event and Open Houses at both the Williston and Randolph locations. **As of December 1, total inquiries are up 8 percent and applications are up 57 percent over last year.** The increase in applications is driven in part by earlier deadlines for the Nursing and Vet Tech programs. Instant Decision Days are scheduled for December 12 and 13.

ACADEMICS

Machinist Apprenticeship Program

Vermont Tech's Continuing Education and Workforce Development program has received an \$18,000 grant for its Advanced Machinist Apprenticeship Program. The grant comes from the Vermont Training Program, which is part of the Agency of Commerce and Community Development, and enables VTC to partner with the Green Mountain Economic Development Corporation, the Hartford Area Career Technology Center and four advanced manufacturing firms on a four year program to develop high-skill workers for the manufacturing industry. **Currently there are 14 students, who upon completion will have earned 27 college credits that can be used to go towards an Associate's Degree in General Engineering Technology from VTC.** They will also be able to advance their careers to a position that results in a 10-20 percent pay increase. The college is analyzing a Manufacturing Engineering Technology BS degree that would serve these students to baccalaureate completion, along with a number of other engineering technology programs.

Green Trainings

The Williston campus is hosting a free, electric vehicle charging station installation-training course on December 13. The five-hour course shows licensed electricians and electrical students the technical and siting considerations for installing commercial and residential charging stations. Drive Electric Vermont and the Vermont Energy Investment Corporation are sponsoring the training course and experienced electricians from DK Power, a Rhode Island-based electric contractor, will facilitate the training.

CUBESAT IN NATIONAL MEDIA SPOTLIGHT

Producers for the **Fox News Channel** contacted **Vermont Tech** to do a **“Check it Out” feature on Vermont Tech’s CubeSat program**. A crew visited the campus and interviewed Professor Carl Brandon and students involved in the project. The segment aired on November 20 and remains available on the foxnews.com web site.

ATHLETICS

Several members of the Vermont Tech women’s soccer team earned post-season honors.

Emily Amazeen ’17, Ashley Stearns ’18 and Laura Flint ’17 were all selected to the Yankee Small College Conference All Conference Team. **Flint was also named to the USCAA All-Academic team, along with Gwenn Kearns ’17 and Alyssa Cassanelli ’15**. For Cassanelli, who also plays on the basketball team, it was the fifth time she was recognized with this achievement. On the men’s soccer team, Joaquin Currier-Cubrero ’16 was named to the USCAA All-Academic Team for the second time as well as the YSCC All-Conference team.

In cross-country, **Rebecca Broadbent ’18** finished in seventh place in the 6K race at the USCAA National Championships, earning her **All-American status**. Her record-breaking runs in the 5K and 6K clinched first place in the YSCC championships as well as being named **Athlete of the Year**.

PERSONNEL

There were more than 50 applicants for the Marketing Director position. The search team has evaluated the resumes and narrowed the list of candidates down to nine. A round of phone interviews will begin shortly, followed by campus visits with the goal of making an offer before the end of the 2014 calendar year. Chris Lenois continues to serve as Interim Director of Marketing Projects in the meantime.

EMPLOYEE RECOGNITION NIGHT

Over 100 faculty and staff celebrated at this year’s annual employee recognition banquet held on November 20. The festivities included gratitude and acknowledgement for eight employees who have recently retired, or will be retiring soon, as well as recognition of 46 employees whose service to the college ranges from 10 to 35 years.

Items for Information and Discussion

7. Other Business
 8. Comments from the Public
 9. Date and Place of Next Meeting
Thursday, February 19, 2015
Lyndon State College, Lyndonville, VT
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