

**Minutes of the Education, Personnel & Student Life Committee meeting Wednesday,
September 2, 2015 APPROVED November 18, 2015**

The Vermont State Colleges Board of Trustees Education, Personnel & Student Life Committee conducted a meeting Wednesday, September 2, 2015 at the Office of the Chancellor in Montpelier, Vermont.

Committee members present: Lynn Dickinson, Kraig Hannum (Chair), Karen Luneau, Jim Masland, Mike Pieciak, Ben Simone

Other trustees present: Church Hinds

From the Chancellor's Office: Tricia Coates, Director, External & Governmental Affairs
Bill Reedy, General Counsel
Tom Robbins, CFO
Elaine Sopchak, Executive Assistant to the Chancellor
Sophie Zdatny, Associate General Counsel
Yasmine Ziesler, Chief Academic/Academic Technology Officer

College Presidents: Joe Bertolino, Elaine Collins, Joyce Judy, Dan Smith, Dave Wolk

From the Colleges: Dr. Nolan Atkins, Interim Academic Dean, Lyndon State College
Craig Damon, Professor, Vermont Technical College
Phil Petty, Academic Dean, Vermont Technical College
Beth Walsh, VSC United Professionals

Chair Hannum called the meeting to order at 5:10 p.m.

A. ITEMS FOR ACTION

1. Approval of the Minutes of the May 13, 2015 Meeting

Trustee Masland moved and Trustee Pieciak seconded the approval of the minutes. The minutes were approved unanimously.

General Counsel Reedy introduced Taryn Moran, who recently joined Chancellor's Office staff as a trainer and investigator. Ms. Moran will work with the colleges on training and investigations related to Title IX and VSC policies.

B. ITEMS FOR INFORMATION AND DISCUSSION

1. Presentation on Summer Work of the Lyndon Curriculum Task Force

Dr. Nolan Atkins, Interim Academic Dean at Lyndon State College, presented on the college's data driven process to compare programs to each other and use info to make curricular change. Over the summer and on their own time, Lyndon faculty formed a task force, including students, with a very tight timeline. The process has been open, inclusive, and transparent, including the entire Lyndon community. The goal is to streamline and simplify curriculum, and to provide 4-year maps for each program to allow students successful, timely completion.

President Bertolino emphasized that his office has not been involved in this process, and that it has been entirely faculty driven. He shared that this project is the single most important project at the college this year, and will determine the future of the college for many years. Dr. Atkins emphasized that having the data to support the project is very important.

President Smith reminded the Committee that Vermont Tech faculty also embarked on a similar curriculum review that has helped address the college's shortfall. He agreed that the faculty driven approach is what makes such a project successful, and suggested that such a process occur on a regular basis, every five years.

Trustee Hindes stated it will be interesting to compare this curriculum review process with the Policy 109 process, which is far less comprehensive and does not have a financial component. Dr. Atkins' presentation is included as a part of these minutes.

Chief Academic Officer Yasmine Ziesler handed out further reading for the Committee: "Guided Pathways to Success" from Complete College America and "Freedom to Fail? The Board's Role in Reducing College Dropout Rates" from AGB.

2. Policy 102 Preliminary Proposal for Vermont Technical College Master's Degree in Software Engineering

President Smith explained that the timeline for this proposed program is accelerated due to NEASC deadlines. He emphasized that the economic relevance of Vermont Tech's programs is at the core of their mission. Technology is a growing industry sector in Vermont, and the college's growing software engineering program is a reflection of that, with over 70 students at the four-year degree level. Professor Craig Damon and his department have been developing this program for several years. The addition of the MA degree will require a substantive change authorization from NEASC, and the application is due in October. Therefore Vermont Tech asks to have this program approved by the full Board at its September 23rd meeting.

The program will allow baccalaureate students to continue into the master's program and not transfer elsewhere. Professor Damon stated that the program will utilize many upper level courses that can be cross listed for both seniors and graduate students. A master's program is an opportunity to help baccalaureate enrollment because it changes minds about Vermont Tech. It is also a way to provide this credential to a more mature workforce in Vermont; most software engineers are on the young side. Professor Damon stated that he has received many inquiries for such a program from potential students. Currently there is no master's in software engineering program in Vermont. There is also potential for employer-paid tuition for students. Chair Hannum requested that President Smith provide a formal program proposal at the Board's September 23rd meeting.

3. Policy 102 Preliminary Proposal for Lyndon State College's Bachelor's of Science in Early Childhood Education

CAO Ziesler informed the Committee that the program under consideration is a proposal for a BS in Early Childhood Education, not Elementary Education as stated in the material. Dr. Nolan Atkins described the program, which leads to licensure and is intended for nontraditional learners and people in the industry who don't have licensure. This particular degree pathway doesn't exist in Vermont. It aligns with CCV's program and EDP. A CCV graduate could complete the program in two years, or 18 months for nontraditional students. The program comprises 90% online instruction, with the other 10% in different locations. Courses will be offered in five-week blocks. President Bertolino stated that demand is quite high in Vermont for such a program and Lyndon will look at flexibility for delivery throughout the state. President Judy stated that CCV associate's completers are increasing and there hasn't been a place to continue; this program will solve that problem.

Trustee Dickinson asked President Bertolino for an update on the partnership with Northern Essex Community College in Massachusetts. He stated that they are waiting for approval from the Massachusetts Department of Education, and then NEASC, which is delaying the start of the program by one semester. Lyndon will have a recruiting presence on campus in the fall and the program will start up in spring.

Trustee Masland moved and Trustee Luneau seconded a motion to allow Vermont Tech to move forward with a final program proposal for its MA in Software Engineering program, to be brought before the Board on September 23rd. The motion passed unanimously.

Trustee Luneau moved and Trustee Masland seconded a motion to allow Lyndon State College to move forward with a final program proposal for its BS in Early Childhood Education program, to be brought before the EPSL Committee at its next meeting. The motion passed unanimously.

The meeting adjourned at 6:28 p.m.