

**VERMONT STATE COLLEGES BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING**

May 16, 2016 1:00 p.m.

**VSC Office of the Chancellor, Room 103
Montpelier, VT**

AGENDA

1. The annual evaluation of the Chancellor (executive session)
2. Approval of the minutes of the January 4, 2106 meeting
3. Confirming the change of June committee meetings to June 20th
4. Board and Committee calendar for next year
5. Board retreat – location and programming/agenda ideas
6. Committee assignments for next year
7. Discussion about Hall of Fame dinner
8. Communications
9. Other items as requested

Unapproved minutes of the VSC Board of Trustees Executive Committee meeting Monday, January 4, 2016

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

The Vermont State Colleges Board of Trustees Executive Committee conducted a Committee meeting on Monday, January 4, 2016 at the Office of the Chancellor in Montpelier, Vermont.

The following were present:

Committee Members: Tim Jerman, Karen Luneau, Linda Milne, Martha O'Connor

Office of the Chancellor:

Tricia Coates, Director of External & Governmental Affairs
Elaine Sopchak, Executive Assistant to the Chancellor
Jeb Spaulding, Chancellor

Chair O'Connor called the meeting to order at 1:03 p.m. The Committee approved agenda additions of discussion of the NEBHE Awards Dinner, the next regular Board meeting, and a mid-year evaluation of the Chancellor.

A. ITEMS FOR DISCUSSION AND ACTION

1. Approval of the minutes of the August 10, 2015 Executive Committee meeting

Trustee Jerman moved and Trustee Luneau seconded the approval of the minutes. The minutes were approved by Trustees O'Connor, Jerman, and Luneau. Trustee Milne abstained.

Chair O'Connor informed the Committee that a new trustee, Aly Richards, has been appointed to replace Heidi Pelletier, who stepped down in the fall. Trustee Richards will be a member of the Finance and Facilities Committee.

The New England Board of Higher Education has chosen former Johnson State College President Barbara Murphy to receive its Eleanor McMahon Lifetime Achievement Award. Lyndon State College's Atmospheric Sciences Program will receive NEBHE's Vermont State Merit Award. The awards ceremony is scheduled for March 4th in Boston. The VSC has purchased a table for this event. Trustees who wish to attend will receive overnight accommodations but will not receive travel reimbursement.

The Committee discussed arrangements and plans for the upcoming regular Board meeting scheduled for Friday and Saturday, February 12th and 13th at Johnson State College. Overnight accommodations will be at the Sunset Motor Inn in Morrisville. Details and agenda will be finalized soon.

Chancellor Spaulding updated the Committee that there has been no change in enrollment figures since what was reported at the November Finance and Facilities Committee meeting. The colleges are all on or ahead of budget at this time.

Trustee Milne moved to enter executive session including Chancellor Spaulding to discuss the evaluation of the Chancellor. Trustee Luneau seconded. The Committee approved the motion unanimously and entered executive session at 2 p.m. The Committee exited executive session at 2:20 p.m. and took no action. The meeting adjourned at 2:20 p.m.

UNAPPROVED

2016					
	M	T	W	T	F
AUG	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		

24 Proposed Executive, F&F, LRPC Committee meetings

2016					
	M	T	W	T	F
SEPT				1	2
	5	6	7	8	9
	12	13	14	15	16
	10	20	21	22	23
	26	27	28	29	30

28 Proposed F&F, EPSL Committee meetings
28,29 BOT Retreat / Q1 meeting (already scheduled)

2016					
	M	T	W	T	F
OCT	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

19 Proposed F&F, Audit Committee meetings

2016					
	M	T	W	T	F
NOV		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		

7 Proposed Executive Committee meeting
16 Proposed F&F, EPSL Committee meetings

2016					
	M	T	W	T	F
DEC			30	1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

11/30, 12/1 Proposed Q2 BOT meeting dates
30 Proposed F&F, LRPC Committee meetings

College Calendar Items

- First day of classes
- Fall break
- Thanksgiving break
- Last day of classes
- Winter break
- Spring break
- Commencement

**THESE ARE DRAFT DATES FOR THE
FY2107 BOARD SCHEDULE**

2017					
	M	T	W	T	F
JAN	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

11 Proposed F&F Committee meeting

2017					
	M	T	W	T	F
FEB			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28			

8 Proposed F&F Committee meeting
20 Proposed Executive Committee meeting

2017							
	M	T	W	T	F	Sa	Su
MAR			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31	1	

1 Proposed F&F, EPSL Committee meetings
7, 6-10 *Town Meeting Day, crossover week*
22 Proposed Hall of Fame date (also reserved 16,23)
24,25 Proposed Q3 BOT meeting dates
24 Proposed F&F, LRPC Committee meetings

2017					
	M	T	W	T	F
APR	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

12 Proposed F&F, Audit Committee meetings

2017							
	M	T	W	T	F	Sa	Su
MAY	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				

15 Proposed Executive Committee meeting
31 Proposed F&F, EPSL Committee meetings

2017							
	M	T	W	T	F	Sa	Su
JUNE				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		

21,22 Proposed Q4 BOT meeting dates
21 Proposed F&F, LRPC Committee meetings

2017					
	M	T	W	T	F
JULY	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

19 Proposed F&F, Audit Committee meetings

2017					
	M	T	W	T	F
AUG		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

14 Proposed Executive Committee meeting
30 Proposed F&F, EPSL Committee meetings

2017					
	M	T	W	T	F
SEPT					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

20,21 Proposed BOT Retreat/ Q1 meeting
20 Proposed F&F, LRPC Committee meetings

	Q1 17	Q2 17	Q3 17	Q4 17	Q1 18
4 Executive	8/24	11/7	2/20	5/15	8/14
4 EPSL	9/28	11/16	3/1	5/31	8/30
11 F&F	8/24, 9/28	11/16, 10/19, 11/30	1/11, 2/8, 3/1	4/12, 5/31, 6/21	7/19, 8/30, 9/20
4 LRPC	8/24	11/30	3/24	6/21	9/20
3 Audit	7/20	10/19		4/12	
4 BOT	9/28,29	11/30, 12/1	3/24,25	6/21,22	9/20,21