

**Minutes of the VSC Board of Trustees Education, Personnel, and Student Life Committee meeting Tuesday, August 23, 2017 – APPROVED December 1, 2017**

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

The VSC Board of Trustees Education, Personnel, and Student Life Committee met on Wednesday August 23, 2017 at the Office of the Chancellor, Montpelier, VT.

Committee Members present: Aly Richard (Chair), Jim Masland (via phone for part of the meeting), Shavonna Bent, Karen Luneau, Janette Bombardier

Absent: Lynn Dickinson

Presidents: Elaine Collins, Joyce Judy, Pat Moulton, Dave Wolk

Other Trustees: Jerry Diamond, Tim Jerman, Church Hindes, Mike Pieciak

From the Chancellor's Office:           Jeb Spaulding, Chancellor  
  Sophie Zdatny, General Counsel  
  Yasmine Ziesler, Chief Academic Officer  
  Tricia Coates, Director of External & Governmental Affairs  
  Steve Wisloski, Chief Financial Officer  
  Harriet Johnson, Executive Assistant

From the colleges:

Beth Walsh, President, VSCUP  
Nolan Atkins, Provost NVU, Johnson and Lyndon State College  
Jonathan Davis, Dean of Students, Lyndon State College

1. Call to Order

Chair Aly Richards called the meeting to order at 1:08 p.m. Formal introductions for 2 new Board Trustee members, Janette Bombardier and Shavonna Bent were made.

2. Consent Agenda

- a. Approval of March 24, 2017 Meeting Minutes

The minutes were approved unanimously.

b. Approval of June 20, 2017 Information Session Meeting Minutes

The minutes were approved unanimously.

3. Review of EPSL Areas of Responsibility

Chair Richards reviewed the Areas of Responsibility for the EPSL Committee and went over the list outlining the duties which include requirements on an annual basis and requirements needed on an ongoing basis.

4. EPSL Planning for 2017-2018

Chair Richards asked the Committee to review the EPSL Meeting and Planning & History table then proceeded on to the list of Potential EPSL Focus Topics and Questions. She reviewed the list and asked the Committee to think of any strategic questions they might have for the Board on these items.

Chancellor Spaulding asked the Presidents what process they use to determine if a new program should be started. President Wolk stated they listen to student requests, faculty interest and the collective work of admissions. President Moulton added they also get requests from the industry. President Judy added the Vermont job market is also an important factor. President Collins followed up by saying, along with VTC, they too have a relationship with EAB. They rely on data to make determinations, including state data and trends. Chair Richards commented on the importance of sharing best practices.

President Moulton stated VTC has established a new program development process to take a broader review looking at the components of establishing a new program. Part of the program review process includes a marketing budget to help launch a new program. Chair Richards says it would be an opportunity for the EPSL Committee to look at the new process VTC has established to have a better understanding of it.

Trustee Bombardier asked where the high school connection is in the list. Chair Richards acknowledged this is an important topic to be added in addition to partnerships with K-12. President Moulton would also like student experience added to the list and President Judy asks that the committee keep the Presidents up to date on the tobacco free movement.

Chair Richards will continue to add items and priorities to the list for the next meeting.

5. Discussion of VSCS Retention & Graduation Project

Chancellor Spaulding handed out the list of six priorities. He briefly reviewed each one and their importance with emphasis on the 2<sup>nd</sup> priority: Improve the retention and graduation rate at our colleges. He is seeking the board support for a system initiative to improve retention and graduation.

Yasmine Zeisler, VSC Chief Academic Officer, discussed the draft proposal which the Chancellor and Board are initiating aligning and advancing efforts to increase student retention and persistence, emphasizing the importance of monitoring progress and supporting student's success.

Chancellor Spaulding suggested more details about the initiative would be helpful before the September Board meeting. The committee discussed different options of student credits and how to best help the students achieve graduation and plan for their future.

Chancellor Spaulding requested a resolution be drafted for supporting the initiative of the retention and graduation project for consideration at the September board meeting.

6. Policy 102: New Program Proposal for A.S. in Criminal Justice, Lyndon State College

At this time, the Committee did not have a quorum.

Chair Richards and Chancellor Spaulding agreed to continue on discussing the proposal.

Johnson State College President Elaine Collins shared support for this program and said it would help retain students who are thinking of leaving Lyndon to pursue Criminal Justice at another institution.

Provost Atkins also supported the policy indicating it is an excellent exit strategy allowing students to achieve an A.S. and leave with a credential. Trustee Hinds asks if the colleges should have more A.S. degrees, and consider students receiving A.S. after 2 years if the student does not want to stay on at that time. Provost Atkins said Lyndon State College had previously discussed awarding everyone who passed 2 years with an Associates of Liberal Studies.

Chair Richards stated she will report to the Board that, although there was no quorum at the committee level, all those present support the proposal and request Board approval.

7. Other Business

None

8. Public Comment

Beth Walsh, President of VSCUP shared a success story of a student receiving their A.S. degree.

9. The meeting adjourned at 2:32