

**Minutes of the VSC Board of Trustees Retreat Meeting held Thursday, September 28, 2017
at the Lake Morey Resort, Fairlee, Vermont – APPROVED December 1, 2017**

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

The Vermont State Colleges Board of Trustees met on Thursday, September 28, 2017 at the Lake Morey Resort, Fairlee, Vermont

Board members present: Martha O'Connor (Chair) Tim Jerman (Vice Chair), Jerry Diamond, Lynn Dickinson, Church Hinds, Janette Bombardier, Chris Macfarlane, Karen Luneau, Bill Lippert, Aly Richards, and Shavonna Bent

Absent: Mike Pieciak, Linda Milne

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

Chancellor's Office Staff: Jeb Spaulding, Chancellor
 Kevin Conroy, Chief Information Officer
 Steve Wisloski, Chief Financial Officer
 Tricia Coates, Director of External & Governmental Affairs
 Todd Daloz, Associate General Counsel
 Sheilah Evans, System Controller & Senior Director of Financial
 Operations
 Sophie Zdatny, General Counsel
 Yasmine Ziesler, Chief Academic Officer
 Patroklos Karantinos, Director of Institutional Research
 Harriet Johnson, Executive Assistant to the Chancellor

From the Colleges: Laura Jakubowski, Director of Finance, Castleton University
 Toby Stewart, Controller, Johnson State College, Lyndon State College
 Lit Tyler, Dean of Administration, Vermont Technical College
 Beth Walsh, President, Academic Support, Johnson State College
 Jennifer Harris, Executive Director, Development-Alumni, Lyndon State
 College
 Jonathan Davis, Dean of Students, Lyndon State College
 Sharon Scott, Dean of Administration, Northern Vermont University
 Nolan Atkins, Provost, Lyndon State College
 Penny Howrigan, Assoc. Dean/Enrollment Services, Johnson State
 College
 Vincent Maloney, Director of Admissions, Northern Vermont University

Dwight Cross, Assoc. Dean of Enrollment, Vermont Technical College
Sylvia Plumb, ED of Communications, Lyndon State College

Melissa Weinstein, Web & Digital Communications Manager, Johnson State College

Chair O'Connor called the meeting to order at 8:35 a.m. Trustee Jerman made the following motion:

I move that the Board enter executive session, pursuant to 1 V.S.A. s. 313(a)(3) to discuss the possible appointment of a public official and the evaluations of the Presidents. Along with the members of the Board present at this meeting, the Board invites the Chancellor to attend.

Trustee Lippert seconded the motion to enter executive session. The motion was approved unanimously. The Board entered executive session at 8:40 a.m. The Board exited executive session at 9:35 a.m.

At this time, President Elaine Collins introduced a presentation on the progress with the unification of Johnson and Lyndon State Colleges into Northern Vermont University one year after the Board voted to do so. The presentation was given by Sylvia Plumb, Lyndon State College Executive Director of Communications, and Melissa Weinstein, Johnson State College Web and Digital Communications Manager, along with the marketing team from Ologie, who participated by phone. Ologie presented the new branding and web site. President Elaine Collins did a final review of the accomplishments and gave an update of the financial report of the unification.

Chief Financial officer Steve Wisloski presented his summary of the Fall 2017 enrollment and FY2018 budget update to the Board. The presidents discussed how to enroll more students and reviewed their individual budgets.

CFO Wisloski continued his presentation with his comparative admissions summary report of September 15, 2017 vs. prior year and how this impacts the budgets.

CFO Wisloski then discussed enrollment and admissions annual data from Fall 2017 compared to previous years.

The four presidents presented their individual annual college reports. President Pat Moulton presented her report for Vermont Technical College; President Elaine Collins presented her report for Lyndon State College and Johnson State College; President Joyce Judy presented her report for Community College of Vermont; and President Dave Wolk presented his report for Castleton University.

The Board of Trustees business meeting started at 1:00 p.m.

1. Approval of June 20, 2017 Meeting Minutes

Trustee Jerman moved and Trustee Richards seconded the approval of the minutes. The minutes were approved unanimously.

2. Report of Castleton Presidential Search Committee

a. Possible Vote on Recommendation

Trustee Jerman thanked Castleton for their hospitality and spirit during the search process and gave a brief overview of the process and outcome.

Karen Scolforo and Nina Keck from Vermont Public Radio, were invited and joined the Board of Trustees by conference phone for the vote on the recommendation of the Search Committee for the next Castleton University President.

Trustee Jerman then made the following motion:

After considering the recommendation of the Castleton Presidential Search Committee, input from the Castleton community, the results of an online candidate review survey, careful reference checks, and yesterday's interview in executive session, I move that the Vermont State Colleges System Board of Trustees appoint Dr. Karen Scolforo as the next president of Castleton University under terms and conditions agreed upon between the Chancellor and Dr. Scolforo.

Trustee Diamond seconded. The Board approved the motion unanimously. Chancellor Spaulding made a few brief comments and thanked Castleton President David Wolk. President elect Karen Scolforo thanked the Board for the honor of the appointment.

3. Report of Executive Committee

a. Approval of By-law Revisions

Associate General Counsel Todd Daloz presented the revisions of the by-laws. Trustee O'Connor moved and Trustee Diamond seconded to approve the revisions as presented in the resolution. The Board approved the resolution unanimously.

4. Report of the Finance & Facilities Committee

Trustee Hinds gave a briefing on the latest business of the finance and facilities committee and provided updates. The next meeting is scheduled for October 25, 2017. Trustee Bombardier stated there is a new legal requirement for electric utilities to support their customers in reduction of fossil fuel, and suggested campuses should be reaching out to their utilities for this assistance.

5. Report of the EPSL Committee

a. Policy 102 New Program Approval: Associate of Science in Criminal Justice, Lyndon State College

Trustee Richards stated the EPLS committee previously reviewed Policy 102 for the new criminal justice program but did not have enough members to vote. The EPSL Committee is very supportive of the program and recommended the board take action at this meeting. Lyndon State College Provost Nolan Atkins provided background on the program being offered at

Lyndon State College which would provide the student with an exit strategy allowing them to leave after 2 years with a credential.

Trustee Richards moved and Trustee Luneau seconded the resolution. The Board approved the resolution unanimously.

b. Endorsement of VSCS *Start to Finish* initiative

Chair Richards provided an introduction regarding launching the Start to Finish initiative. Chief Academic Officer Yasmine Ziesler gave an overview and emphasized the importance of this program, which will aid in strengthening retention and graduation. Chancellor Spaulding stressed the importance of this initiative and of having strong support from the Board of Trustees.

Trustee Richards moved and Trustee Dickinson seconded the resolution. The Board approved the resolution unanimously.

6. Report of the Audit Committee

Trustee Dickinson reported the business of the audit committee.

7. Legislative Report and Planning

Chancellor Spaulding provided a review of the results from the last legislative session and plans for the upcoming legislative session. He will be asking for Board approval of a legislative agenda at its next meeting.

8. Hall of Fame Discussion and Decision

Chair O'Connor stated the Hall of Fame will continue this year. Chancellor Spaulding stated the success of the Hall of Fame including good visibility, credibility for raising money, and an opportunity for the Vermont State Colleges Systems to tell their story. Chair Luneau will continue as Chair with assistance from the Chancellors office. Other staffing options include assistance from the Events Coordinator at Vermont Technical College, Johnson State College students and Castleton University. Chancellor Spaulding proposed each Trustee be responsible for a table. Some changes for consideration include the criteria for nominations.

9. Comments from the Public

No significant comments.

10. Date of Next Meeting

Chair O'Connor proposed changing the date of the December 6th and 7th meeting to either November 29th and 30th, or November 30th and December 1st.

Trustee MacFarlane moved and Trustee Diamond seconded a motion to adjourn. Chair O'Connor adjourned the meeting at 2:25 p.m.