

Minutes of the VSC Board of Trustees Education, Personnel, and Student Life Committee meeting held Wednesday May 30, 2018 at the Chancellor's Office, Conference Room 101, Montpelier, VT

The VSC Board of Trustees Education, Personnel, and Student Life Committee met on Wednesday May 30, 2018 at the Office of the Chancellor, Montpelier, Vermont

Committee Members present: Aly Richards (Chair), Shavonna Bent, Lynn Dickinson, Karen Luneau, Jim Masland via conference call

Absent: Janette Bombardier

Other Trustees Present: Churchill Hindes, Jerry Diamond,

Presidents: Elaine Collins, Joyce Judy, Pat Moulton, Karen Scolforo

Chancellor's Office Staff: Jeb Spaulding, Chancellor
 Tricia Coates, Director of External & Governmental Affairs
 Steve Wisloski, Chief Financial Officer
 Sophie Zdatny, General Counsel
 Yasmine Ziesler, Chief Academic Officer
 Jen Porrier, Administrative Director, Chancellor's office

From the Colleges: Nate Ball, VTC, VSCUP Vice President
 Maurice Ouimet, Castleton University, Dean of Enrollment
 Kate Gold, Northern Vermont University, VSCUP President
 Nolan Atkins, Provost, Lyndon State College
 Sharron Scott, Northern Vermont University, Dean of Admissions
 Jesse Streeter, VSC Student Trustee-elect

1. Call to Order

Chair Richards called the meeting to order at 1:05 p.m.

2. Approval of the March 24, 2018 minutes

Trustee Luneau moved and Trustee Masland seconded the motion to approve the minutes. The minutes were approved unanimously.

3. [Policy 314: Tobacco Use Reduction and Prevention](#) Implementation Updates

Vermont Tech President Pat Moulton gave an overview of the actions being taken by the college to prepare for a tobacco free campus on July 1, 2018. This includes tags on emails, banners on campus, promotional events and slogans.

Castleton University President Karen Scolforo indicated the tobacco free transition has been smooth although additional signage is needed for the rail trail that crosses part of the campus.

Community College of Vermont President Joyce Judy noted that their campuses will be tobacco free by September 1, 2018, although most of the campuses already are. They're beginning development of communications and preparing to remove the "smoking huts" at several academic centers.

Northern Vermont University President Elaine Collins noted that both the Lyndon Campus and Johnson Campus will be tobacco free by July 1, 2018. Reminder emails have been sent out and new internal and external signs will go up over the summer months. The University will be providing smoking cessation options as well.

Chancellor Spaulding pointed out that all VSCS institutions will be tobacco free a year before the policy deadline approved by the Board of Trustees

4. Revision of Policy 111: Academic Data Management

Yasmine Ziesler, Chief Academic Officer, gave an overview of the proposed revisions of Policy 111, namely reducing the required credits needed to define a full time graduate student from 9 credits to 6 credits and part time to 3 credits, allowing easier access to education for working adults.

Trustee Dickinson moved and Trustee Luneau seconded the motion to approve the revision of Policy 111 and recommend it for approval by the Board of Trustees. The motion was approved unanimously.

5. Review of Academic Retreat

Faculty and staff recently attended the Academic Retreat hosted by Castleton University. Chair Richards thanked and recognized Dr. Ziesler for a successful event. It was agreed that Dr. Ziesler would share the slides from keynote speaker, Dr. Dhanfu Elston, with the Board.

6. Start to Finish implementation steps for 2018-2019

Chair Richards provided a review of *Start to Finish*. Dr. Ziesler reviewed the action steps as highlighted in the materials. The beginnings of metrics and timelines with resulting goals was discussed. Chair Richards indicated the need for key metrics and results to begin the monitoring of success.

7. Other business

No other business.

8. Comments from the public

There were no comments from the public.

Chair Richards adjourned the meeting at 2:04 p.m.