

Minutes of the VSCS Board of Trustees Meeting held Monday, December 2, 2019 at the Moore Community Room at Northern Vermont University-Lyndon, Lyndonville, Vermont – APPROVED

The Vermont State Colleges Board of Trustees met on Monday, December 2, 2019, at Northern Vermont University-Lyndon, Lyndonville, Vermont.

Board members present: Churchill Hindes (Chair), Megan Cluver, Lynn Dickinson, Peg Flory (via phone), Dylan Giambatista (via phone), Izzy Gogarty (via phone), Adam Grinold (via phone), Bill Lippert (via phone), Karen Luneau, Jim Masland, Linda Milne, Mike Pieciak, David Silverman

Absent: Janette Bombardier, Governor Phil Scott

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

Chancellor's Office Staff: Jeb Spaulding, Chancellor
Tricia Coates, Director of External and Governmental Affairs
Todd Daloz, Associate General Counsel
Sheilah Evans, Sr. Director of Financial Operations, System Controller
Patroklos Karantinos, Director of Institutional Research
Jen Porrier, Administrative Director
Steve Wisloski, Chief Financial Officer
Sophie Zdatny, General Counsel
Yasmine Ziesler, Chief Academic Officer

From the Colleges: Nolan Atkins, Provost, Northern Vermont University
Denver Bodette, Student, Northern Vermont University
Carl Brandon, Faculty, Vermont Technical College
Bailey Cummings, Student, Northern Vermont University
Jonathan Davis, Dean of Students, Northern Vermont University
Michael Dente, Chief Technical Officer, Northern Vermont University
Cameron Fehnel, Student, Northern Vermont University
Michael Fox, Dean of Enrollment, Northern Vermont University
Jennifer Harris, Executive Director of Development & Alumni, Northern Vermont University
Leah Hollenberger, Development & External Relations Officer, Northern Vermont University
Adrienne Hutchin, Student, Northern Vermont University
Laura Jakubowski, Chief Budget & Finance Officer, Castleton University
Robin Jarvie, Student, Northern Vermont University
Elijah Jundio, Student, Northern Vermont University
Jason Kaiser, Faculty, Northern Vermont University
Alison Lathrop, Faculty, Northern Vermont University
Tom Leiper, Campus Chair VSER, Northern Vermont University
Dave Mallett, Student, Northern Vermont University
Tom Mauhs-Pugh, Provost, Castleton University
Darcie Miles, Executive Assistant to the President, Northern Vermont University

William Miller-Brown, Student, Northern Vermont University
Sandy Noyes, VSCSF Unit Chair, Northern Vermont University
Maurice Ouimet, Dean of Enrollment, Castleton University
Sylvia Plumb, Director of Marketing and Communications, Northern Vermont University
Erin Rossetti, Director of Student Life, Northern Vermont University
Sarah Roy, Assistant Director of Admissions, Northern Vermont University
Sharron Scott, Dean of Administration, Northern Vermont University
Jason Shafer, Faculty, Northern Vermont University
Michael Stevens, Director of Facilities, Northern Vermont University
Toby Stewart, Controller, Northern Vermont University
Brandon Stroup, Student, Northern Vermont University
Littleton Tyler, Dean of Administration, Vermont Technical College
Jamey Ventura, Associate Dean of Athletics, Northern Vermont University
Nedah Warstler, Campus Visit Coordinator, Northern Vermont University
Caitlin Wilkins, Residential/Student Life, Northern Vermont University

From the Public:

Lola Duffort, Reporter, VtDigger
Amy Ash Nixon, Reporter, Caledonia Record

Chair Hinde called the meeting to order at 1:02 p.m.

Presentation on the State of the University
by Northern Vermont University President Elaine Collins

NVU President Elaine Collins gave a brief presentation on updates and progress NVU has seen over the past year.

1. Approval of the minutes of the September 17-18, 2019 Retreat and Board Meeting

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

2. Report of the Audit Committee:
Review and approval of the FY 2019 Draft Audited Financial Statements.

Trustee Milne reminded the Board that the Audit committee met on October 21, 2019 with the auditors, O'Connor and Drew, to review the FY2019 Audited Financial Statement.

Trustee Milne moved and Trustee Dickinson seconded the approval of Resolution 2019-009 Acceptance of the FY2019 Audited Financial Statements and Uniform Guidance Single Audit Report. The resolution passed unanimously.

Chancellor Spaulding reminded the Board that the decision to compile the financial reports at the System level was made in an effort to reduce overall cost.

3. Report of the Finance & Facilities Committee:
 - a. Faith A. Smith Memorial Scholarship Fund
 - b. Holly Grace Cannon Memorial Scholarship Fund
 - c. NVU-Lyndon Senior Class Scholarship Endowment Fund
 - d. Capital Projects list
 - e. CCV's Carry Over request

Trustee Silverman reviewed the three Scholarship Funds discussed and approved at the December 2, 2019 committee meeting.

Trustee Silverman moved and Trustee Pieciak seconded the motion to approve the Faith A. Smith Memorial Scholarship Fund, the Holly Grace Cannon Memorial Scholarship Fund and the NVU-Lyndon Senior Class Scholarship Endowment Fund. The motion was approved unanimously.

Mr. Wisloski briefly discussed the list of capital projects proposed for inclusion in the System's FY2021 Capital Bill request to the State. This list identifies \$4 million in projects, or \$2 million in FY2020 and \$2 million in FY2021.

Trustee Silverman moved and Trustee Masland seconded the motion to approve the FY 2021 Capital Projects list. The motion was approved unanimously.

Trustee Silverman reviewed the request from CCV to carry over funds for specific purposes as outlined in the memo from CCV President Judy on page 139 in the meeting materials.

Trustee Silverman moved and Trustee Pieciak seconded the motion to approve the Carry Over funds request from Community College of Vermont. The motion was approved unanimously.

4. Report of the Education, Personnel, and Student Life Committee
 - a. Approval of new programs
 - b. Approval of Policy 316

Trustee Masland reviewed the six programs presented for approval as reviewed in the October 21, 2019 and December 2, 2019 EPSL Committee meetings.

Trustee Masland moved and Trustee Luneau seconded the motion to approve the CU A.S. in Occupational Therapy Assistant, CU A.S. in Physical Therapy Assistant, CU M.S. in Nursing, VTC B.S. in Interdisciplinary Studies, NVU B.A. in Professional Writing, Editing and Publishing, and NVU B.A. in Collaborative Performance Studies programs. The motion passed unanimously.

General Counsel Sophie Zdatny reviewed Policy 316: Protection of Minors and Mandatory Reporting of Child Abuse and Neglect. This policy sets forth reporting requirements and obligations.

Trustee Masland moved and Trustee Dickinson seconded the motion to approve Policy 316: Protection of Minors and Mandatory Reporting of Child Abuse and Neglect. The motion was approved unanimously.

5. Report of the Long Range Planning Committee
 - a. Approval of the plan by LRPC (per 10/28/19 memo from the Chancellor)
 - b. Update presentation by the Presidents

Trustee Pieciak gave a broad overview of the steps taken by the LRPC to date. Chancellor Spaulding gave a more detailed review of the history of the “Serving Students by Securing the Future of the Vermont State Colleges System” work and reviewed the memo from the Chancellor sent on October 28, 2019 (included in meeting materials).

Trustee Pieciak moved and Trustee Luneau seconded the motion to approve the plan of LRPC as laid out in the October 28, 2019 memo from the chancellor. The motion was approved unanimously.

Chancellor Spaulding shared a draft document of Guiding Principles for Action intended to provide the VSCS Board of Trustees a framework to evaluate the action steps planned by member institution and guide any related decisions of the Board (this document can be found at www.VSC.edu). The Presidents then gave their updates to the Board. Vermont Technical College President Moulton shared that VTC has its 10-year accreditation review by NECHE in October 2020 and preparation for that is underway. President Moulton then described the ways VTC is working to address the 6 priorities outlined in the Chancellor’s memo. VTC has established three task forces: Facilities; Academics; Student Experience/Retention. These task forces consist of faculty, staff and students and will develop plans to address the challenges and priorities. (See Attachment A for VTC report to the Board of Trustees). Castleton University President Scolforo stated that CU had identified three phases to address the white paper challenges: formation of response teams; assessment of progress; production of final report. President Scolforo then shared some initial ideas resulting from the extensive response teams meeting. (See Attachment B for CU report to the Board of Trustees). Community College of Vermont President Judy stated that the challenges outlined in the Chancellor’s memo line up with CCV’s strategic plan pillars and she shared some of the work CCV is already doing to address these challenges. These initiatives include lowering the course cancellation target, budgeting to avoid accruing deferred maintenance costs, and launching the Flex program which is a competency-based, self-paced program that allows for multiple registration entry points. (See Attachment C for CCV report to the Board of Trustees). Northern Vermont University President Collins stated that NVU is employing its existing working groups to execute the research and action planning necessary to address the challenges outlined by the Chancellor’s memo. President Collins shared that NVU has a Strategic Plan Innovation Team that is focusing on focusing on growth initiatives and that the greatest growth has been seen in graduate and online education and they anticipate that the creation and launch of three new BA and BS programs will increase this growth. NVU is additionally continuing to work on unification strategies and aligning infrastructure to support the initiatives. (See Attachment D for NVU report to the Board of Trustees).

Chair Hindes thanked the Presidents and looks forward to the next check in at the March 28, 2020 Board Meeting.

6. Report of the Executive Committee

Chair Hindes shared that the Executive Committee met on November 21, 2019 to begin work relating to the LRPC charge of reviewing services, staffing, expenses and location of the Chancellor's office. The Committee framed the general phases of its review as understanding the status quo, considering possible changes and reaching conclusions, including recommendations for change or further review. The Committee intends to explore the following initial areas of interest: Chancellor's office operations and service, annual spending and the number of employees, operational efficiencies, current location and related costs, how things might differ if "starting over," and structural changes for the VSC system to recommend for further review.

7. Legislative Report

Director of External & Governmental Affairs, Tricia Coates shared a list of issues the VSCS is paying attention to in the coming legislative session. VSCS is renewing their request for an increase in the annual appropriation to bring VSCS appropriation up to the New England national average and the VSCS capital appropriation request remains at \$2 million. VSCS is looking for continued support for dual enrollment, the non-degree grant program and Early College program. VSCS will be filing its final reports alongside UVM on retention and financial efficiencies collaboration.

8. Comments from the Public

Sandy Noyes, Unit Chair for VSC Staff Federation shared that the VSCSF and VSEA has a petition circulating for more funding for the VSCS and they currently have over 800 signatures.

NVU Faculty member Alison Lathrop read a statement from Linda Olson, Interim President of the VSC Faculty Federation (see Attachment E).

VTC Faculty member Carl Brandon shared some statistics comparing 1980 and 2018 from the Sourcebook on VSC.edu website (see Attachment F). He urged the Board not to ignore these numbers.

Chancellor Spaulding responded briefly stating that NVU Online brings in more students and therefore more revenue which expands opportunities for NVU. Chancellor Spaulding also stated that the Chancellor's office exists to serve the campuses with centralized administration to avoid redundancy.

9. Other business

There was no other business.

Chair Hindes adjourned at 4:10 p.m.