

Minutes of the VSCS Board of Trustees Finance and Facilities Committee held Monday, August 24, 2020 at 2:00 p.m. via Zoom - APPROVED

The Vermont State Colleges Board of Trustees Finance and Facilities Committee met on Monday, August 24, 2020 via Zoom.

Committee members present: David Silverman (Vice Chair), Lynn Dickinson, Adam Grinold, Linda Milne, Mike Pieciak

Other Trustees present: Ryan Cooney, Karen Luneau

Presidents: Elaine Collins, Joyce Judy, Pat Moulton, Jonathan Spiro (Interim)

Chancellor's Office Staff: Donny Bazluke, Network/Security Analyst
Kevin Conroy, Chief Information Officer
Jen Porrier, Administrative Director
Sharron Scott, Chief Financial and Operating Officer
Patty Turley, General Counsel
Meg Walz, Program Manager, Library Coordinator
Sophie Zdatny, Chancellor
Yasmine Ziesler, Chief Academic Officer

From the Colleges: Leah Hollenberger, University Development & External Relations Officer, Northern Vermont University
Laura Jakubowski, Chief Budget & Finance Officer, Castleton University
Karen Madden, Director of Academic Support Services, Northern Vermont University
Maurice Ouimet, Dean of Enrollment, Castleton University
Andy Pallito, Dean of Administration, Community College of Vermont
Toby Stewart, Dean of Administration, Northern Vermont University
Littleton Tyler, Dean of Administration, Vermont Technical College
Beth Walsh, President, VSCUP, Northern Vermont University

From the Public: Amy Nixon, Reporter, Caledonian Record
Jolie Sherman, Reporter, Local 22/44

1. Vice Chair Silverman called the meeting to order at 2:03 p.m.
2. Approve minutes of July 23, 2020

Trustee Dickinson moved and Trustee Milne seconded the motion to approve the July 23, 2020 meeting minutes. The motion was approved unanimously.

3. Update on Campus Reopening

Castleton University Interim President Jonathan Spiro reminded the Committee that CU announced in the summer the school would be teaching all courses online while also allowing students wishing to live on campus to do so. The campus recently welcomed about 300 students onto the Castleton campus, along with an additional 55 students welcomed to the apartments in downtown Rutland, and 24 students to the program located at the Killington Resort. President Spiro noted that CU has tested 800 students, resulting in one positive case. The student was reported to be asymptomatic and is in isolation with their suitemates.

Community College of Vermont President Joyce Judy shared that CCV finished its summer semester recently and its fall semester is scheduled to begin on September 8th. President Judy reminded the Committee that CCV is offering courses largely remotely via five teaching formats. However, several lab and art courses will be taught in a hybrid format requiring some face-to-face instruction. CCV's academic centers are not open to the public, only to staff and students.

Northern Vermont University President Elaine Collins started by reiterating NVU's policy of reinforcing their Health Pledge, stating one student who was not in compliance with quarantine restrictions had been asked to return home to study remotely. President Collins stated that NVU has conducted 2,347 COVID-19 tests to date, with zero positive results. NVU is providing consistent messaging and education on the current health policies. President Collins shared some statistics regarding distribution of students in class modalities: under 6% fully online, 48% fully face to face, 62% hybrid with face to face components. NVU has closed its facilities to the public, maintaining a "bubble" on its campus for faculty, staff and students.

Vermont Technical College President Pat Moulton reminded the Committee that VT Tech is using a hybrid model this semester with remote lectures and low residency programs that include rotating lab weeks on campus. However, there will be some students living on campus for the full semester, housed in single rooms. The second round of COVID-19 tests were all negative. VT Tech has also closed all of its facilities to the public.

4. Legislative Update

Chancellor Zdatny shared that Governor Scott issued his budget last week, proposing to roll forward the VSCS base appropriation from last year of \$31 million, and providing \$30 million in bridge funding (if there are available CRF funds and they can be used with greater flexibility than is currently permitted). Chancellor Zdatny and Chief Financial/Operating Officer Sharron Scott testified in front of a joint meeting of the House Appropriations and Education Committees at which they presented the VSCS's request for \$23.8M in bridge funding. This amount, coupled with the previously-approved \$5M in general fund bridge, \$7.5M in CRF bridge, and an estimated \$4M in FY20 carry forward is needed to cover the VSC's anticipated \$40.3M deficit for the current fiscal year.

5. FY2021 Budget Update

CFO/COO Scott shared that while the system is still in the midst of year-end close and audit process, and does not have final numbers, it does anticipate ending FY2020 with a carryover of approximately \$4 million. As a result, each institution will have fully-funded Board required reserves. Where practicable, the VSCS will also be paying off any internal loans that still exist. FY2021 budget development is still in process at this time.

6. Review and Discuss System-Wide Budgeting Process

CFO/COO Scott gave a presentation on the System-Wide Budgeting Process, noting that this process is vital to the success of the Vermont State Colleges as it allows the System to drive initiatives and investments, develop a unified plan, and allows the Board to exercise fiduciary authority. The process begins with the Board establishing key strategic priorities and identifying key initiatives and investments for the upcoming budget in September. Between October and December the institutions will develop multi-year budgets, delivering a first pass to the Chancellor's office in January, a second pass in March and the final system-wide budget delivered in May. The full presentation can be found in the materials packet [here](#).

Executive Session

At 3:01 p.m. Trustee Silverman moved that the VSCS Finance and Facilities Committee enter executive session pursuant to 1 V.S.A. § 313(a)(2) to discuss negotiating or securing real estate purchase or lease options. The motion stated that, as appropriate and permitted by law, the Board may take action regarding real estate during this executive session. Trustee Silverman further moved that the Finance and Facilities Committee of the VSCS Board of Trustees enter executive session pursuant 1 V.S.A. § 313(a)(1) (D) to discuss a grievance. The motion stated that because premature general public knowledge of these discussions would place the VSCS at a substantial disadvantage it was appropriate for the

Committee to enter executive session. The Committee would not take action with respect to this item in executive session. Along with the members of the Board present at the meeting, the Board invited the Chancellor, the members of the Council of Presidents, the Dean of Administration of Northern Vermont University, the VSCS Chief Financial and Operating Officer, and the VSCS General Counsel to attend. Trustee Grinold seconded the motion and it passed unanimously.

The Board exited Executive session at 3:36 p.m. The Board did take action on a resolution regarding a land transaction during executive session as allowed by law.

7. Other Business

There was no other business.

8. Public Comment

There was no public comment.

9. Adjourn

Vice Chair Silverman adjourned the meeting at 3:38p.m.