

**Minutes of the VSCS Board of Trustees Education, Personnel, and Student Life Committee informational meeting held Friday January 8, 2021 at 10:00 a.m. via Zoom - APPROVED**

The VSCS Board of Trustees Education, Personnel, and Student Life Committee met on Friday, January 8, 2021 via Zoom.

Committee Members present: Megan Cluver (Chair), Janette Bombardier, Karen Luneau (Vice Chair), Ryan Cooney, Mary Moran

Other Trustees Present: Lynn Dickinson, David Silverman

Presidents: Elaine Collins, Joyce Judy, Pat Moulton, Jonathan Spiro

Chancellor's Office Staff: Donny Bazluke, Network/Security Analyst  
Kevin Conroy, Chief Information Office  
Katherine Levasseur, Director of Governmental & External Relations  
Katrina Meigs, System Director of HR and Benefits  
Jen Porrier, Administrative Director  
Kathryn Santiago, Assistant General Counsel  
Sharron Scott, Chief Financial/Operating Officer  
Patty Turley, General Counsel  
Meg Walz, Director, Project Management  
Sophie Zdatny, Chancellor  
Yasmine Ziesler, Chief Academic Officer

From the Colleges: Nolan Atkins, Provost, Northern Vermont University  
Sarah Chambers, Coordinator of Instructional Technology, Castleton University  
Ana Gaillat, Dean of Academic Affairs, Vermont Technical College  
Tom Mauhs-Pugh, Provost, Castleton University  
Debby Stewart, Dean of Academic Affairs, Community College of Vermont  
Toby Stewart, Dean of Administration, Northern Vermont University

1. Call to Order

Chair Cluver called the meeting to order at 10:02 a.m. and provided some brief introductory comments on taking over as Chair of the committee.

2. Approval of October 29, 2020 Meeting Minutes

**Trustee Luneau moved and Trustee Moran seconded the approval of the October 29, 2020 meeting minutes. The minutes were approved unanimously.**

3. EPSL goals and plans for the year

Chair Cluver gave a brief introduction of the committee's scope of work for the next 12 months, as outlined in the materials packet starting on page 11. These areas include Academic Program Array, Transferability, Workforce Education, and Student Success and Retention. Trustee Bombardier raised the issue of needing metrics for measurability and tracking at forthcoming meetings on each area. Trustee Cooney urged the Committee to meet more often due to the amount of work that needs to be accomplished in the coming year.

4. Academic program and credit transfer policies

Chief Academic Officer Dr. Yasmine Ziesler reviewed the VSC policies that govern Academic Program Oversight and Transferability. Policy 101 is the Program Review and Continuous Improvement Process and governs the approach to program quality. Policy 102 is the Approval of New Degrees and Majors and has been updated very recently to create a more comprehensive method of evaluating VSC programs. Policy 109 contains the Annual Enrollment and Cost Effectiveness Review. This encompasses data that comes to EPSL once a year, and has been updated to include a definition of minimum program size. Policy 108, Transfer of Credit, was established when VSC adopted the use of a single shared transcript and guides how the system accepts external credits. Policy 106 is the General Education Policy establishing clearly that if a student completes a standard at one institution, that standard is fulfilled at another institution. Work is currently underway by faculty to develop a single set of general education requirements for the system and to provide greater transparency to students.

5. Discussion of dashboard indicators for EPSL

Chair Cluver began the discussion asking the Committee to identify key questions for consideration in the development of metrics for student success, workforce alignment and academic programs. Discussion ensued involving different types of metrics and methods of measuring and tracking.

6. Update on plans to address low-enrolled programs at Northern Vermont University and Castleton

Castleton University Provost Tom Mauhs-Pugh reminded the Committee that at the October 29<sup>th</sup> Committee meeting there was a proposal presented by CU to close nine academic degree programs that were identified as low-enrolled through the Policy 109 process. On November 5<sup>th</sup>, President Spiro proposed and received a vote of support from the CU faculty assembly to close nine degree programs plus a minor in Spanish. Other minors originally proposed for closure will be retained or restructured to minimize costs. Teachout plans have been created for every student for each impacted program. Provost Mauhs-Pugh also highlighted additional

collaborative discussions underway among faculty across NVU and CU in duplicate program areas, including Business, Anthropology/Sociology, Mathematics, and Political Science. A shared course in anthropology/sociology is being piloted to students this spring. Provost Atkins added that the Business faculty have also reached out to colleagues at Vermont Tech to include them in discussions.

Northern Vermont University Provost Nolan Atkins reviewed for the Committee that in addition to the collaborative work with Castleton, at the October 29<sup>th</sup> Committee meeting, NVU presented a group of two programs for teachout and closure, as well as additional programs that are undergoing curriculum revisions. This work is moving forward with support for students in teachout programs and planned discussions in faculty assemblies this spring for major curriculum revisions and consolidations. The committee expressed appreciation for the difficult decisions and hard work and will send a letter from the committee to the faculty to that effect.

7. Academic Programs Analysis requests for proposal

Dr. Ziesler explained to the Committee the background and purpose for the recent RFP on Academic Program Analysis. This project is an in-depth review of the VSC academic program offerings to support the transformation of the system.

8. Other Business

Dr. Ziesler shared information on a Fresh Start Canvas Retreat for faculty on January 15, 2021. Board members are welcome to attend.

9. Comments from the public

There were no comments from the public.

Chair Cluver adjourned the meeting at 12:06 p.m.