


MEMORANDUM

TO: VSCS Board of Trustees

FROM: Sophie Zdatny, Chancellor 

DATE: February 11, 2022

SUBJECT: Board of Trustees Meeting on February 14, 2022

Trustees:

Materials are now available for the Board meeting scheduled for **1:00 p.m., on Monday, February 14, 2022**. The meeting will take place via Zoom and will be livestreamed on YouTube.

Following approval of the minutes, the Board will receive a report from the **Finance and Facilities Committee** along with several recommendations for action, as set forth in the Agenda.

These include: a vote on two scholarships (one at Northern Vermont University and the other at the Community College of Vermont); a modification to two Community College of Vermont endowments in accordance with Title IX; and five American Rescue and Recovery Act grants for legislative scholarships and bridge funding.

In addition, the Board will be asked to vote on the Chancellor's recommendation to freeze tuition and Board-approved fees for the 2022-2023 academic year, with an up to 3% increase in room and board (Resolution 2022-0003), as well as the continued suspension of VSC Policy 403: *System Annual Operating Budget* and VSC Policy 407: *Responsibilities for Deficits Incurred After 1979* through the creation of the FY 2023 budget (Resolution 2022-004). Finally, the Board will be asked to vote on the 10-year strategic facilities plan roadmap (Resolution 2022-002).

The Board will then discuss the respective **Executive Roles and Responsibilities** for the Board, the Chancellor, and the Presidents and will provide direction to the Chancellor to inform both the ongoing transformation work and the search for the inaugural President of Vermont State University. **Dennis Jones of NCHEMS** (National Center for Higher Education Management Systems) has been invited to discuss the Select Committee's recommendations with respect to the role of the Chancellor's Office and the coordination of administrative services as part of the transformation. The Board may enter into executive session if needed.

The meeting will conclude following Additional Business and Public Comment.

The next Board meeting is scheduled to be held, via Zoom, on **Saturday, March 19, 2022**, at **9:00 a.m.**

cc: Council of Presidents, Academic Deans, Business Affairs Council, & Student Affairs Council

Vermont State Colleges Board of Trustees Meeting
Zoom Meeting/YouTube Stream

Monday, February 14, 2022 at 1:00 p.m.

AGENDA

1. Call to order
2. Approval of Minutes – January 24, 2022
3. Report from Finance and Facilities Committee
 - a. Vote on Karen M. Geiger Scholarship
 - b. Vote on Cathy Higley Graduate Scholarship
 - c. Consent Agenda
 - i. Modification to two endowments for Title IX compliance
 - ii. Vote on American Rescue and Recovery Act (ARPA) funded scholarships and bridge funding grants
 - d. Vote on Academic Year 2022-2023 Tuition, Fees, Room, and Board
 - e. Vote on continued suspension of Policy 403: System Annual Operating Budget and Policy 407: Responsibility for Deficits Incurred after June 30, 1979
 - f. Vote on Strategic Facilities Plan
4. Executive Roles and Responsibilities – Discussion
5. Executive Session
6. Additional Business
7. Comments from the public – sign up here: www.vsc.edu/signup
8. Adjourn

MEETING MATERIALS

- Item 1: January 24, 2022 Meeting Minutes
- Item 2: Finance & Facilities Summary
- Item 3: Karen M. Geiger Scholarship Materials
- Item 4: Cathy Higley Graduate Scholarship Materials
- Item 5: Consent Agenda
- Item 6: 2022-2023 Tuition Freeze Materials
- Item 7: Resolution 2022-003: AY2022-2023 Tuition Freeze
- Item 8: Resolution 2022-004: Suspension of Policy 403 and Policy 407
- Item 9: Strategic Facilities Plan & Background
- Item 10: Resolution 2022-002: Approval of 10 Year Strategic Facilities Plan

ITEM 1:
January 24, 2022 Minutes

Minutes of the VSCS Board of Trustees Meeting held Monday, January 24, 2022, at 1:00 p.m. via ZOOM – UNAPPROVED

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

The Vermont State Colleges Board of Trustees met on Monday, January 24, 2022, via ZOOM.

Board members present: Lynn Dickinson (Chair), Janette Bombardier, Megan Cluver (Vice Chair), Ryan Cooney, Dylan Giambatista, Adam Grinold, Shirley Jefferson, Bill Lippert, Jim Masland (2:32 p.m.), Mary Moran, David Silverman, Shawn Tester, Sue Zeller

Absent: Karen Luneau

Presidents: Joyce Judy, John Mills, Tom Mauhs-Pugh, Pat Moulton

Chancellor's Office Staff: Donny Bazluke, Network/Security Analyst
Kellie Campbell, Chief Information Officer
Wilson Garland, Director of Transformation Projects
Katherine Levasseur, Director of External & Governmental Affairs
Jen Porrier, Administrative Director
Sharron Scott, Chief Financial/Operations Officer
Patty Turley, General Counsel
Meg Walz, Director, Program Manager
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
Laura Jakubowski, Chief Budget & Finance Officer, Castleton University
Jonathan Kaplan, VP, VSCFF, Northern Vermont University
Dave Rubin, Acting Dean of Administration, Vermont Technical College

1. Chair Dickinson called the meeting to order at 1:30 p.m.

2. Approval of December 6, 2021 Meeting Minutes

Trustee Zeller moved and Trustee Jefferson seconded the motion to approve the minutes from the December 6, 2021 meeting. The motion was approved unanimously.

3. Report from Finance & Facilities Committee

a. Vote on Russ and Amy Bailas Endowment (Northern Vermont University)

Trustee Silverman encouraged trustees to attend the Finance and Facilities Committee's meeting on February 7th at which the strategic financial plan and the system's facilities will be discussed. Trustee Silverman then invited Northern Vermont University President John Mills to introduce the Russ and Amy Bailas Endowment for NVU. President Mills stated that this endowment is for students studying digital communications entering their junior or senior year and that preference is to be given to out-of-state students.

Trustee Silverman moved and Trustee Tester seconded the motion to approve the Russ and Amy Bailas Endowment at Northern Vermont University. The motion was approved unanimously.

4. Report from Executive Committee

Chair Dickinson reported that the Executive Committee received an update on planning for the Spring semester in response to the Omicron variant of COVID-19. Some of those plans subsequently evolved following the meeting and the Presidents can provide an update on how the response to the virus is going with the return of students with their reports. The Committee also received an update on transformation expenditures. This information is publicly available and is posted on the VSC website [here](#).

5. Report from Nominating Committee

- a. Vote on Board-elected trustee
- b. Vote on Nominating Committee membership

Trustee Grinold reported that the Nominating Committee met on January 10th to consider recommendations for the Board appointed Trustee position. The Committee recommended that David Silverman be elected to serve a second term on the Board. Additionally, Trustee Grinold shared that the current members of the Nominating Committee expressed their willingness to serve another term.

Trustee Grinold moved and Trustee Cluver seconded the motion to elect David Silverman to a second term as a Board-elected Trustee. The motion was approved unanimously.

Trustee Grinold moved and Trustee Moran seconded the motion to approve Adam Grinold, Janette Bombardier, Lynn Dickinson (*ex officio*), and Bill Lippert to serve on the Nominating Committee. The motion was approved unanimously.

6. Transformation Update

Director of Transformation Projects Wilson Garland shared an update and summary of progress on transformation projects, which can be found [here](#). Several trustees had questions about the work of the Workforce Development Team and encouraged the team to engage with external stakeholders.

7. Presidential Reports

Community College of Vermont President Joyce Judy shared that CCV began its spring semester on January 24th. CCV is up 3% in headcount and 4% in course placements, with 5,000 students

enrolled. CCV is not seeing pent up demand for in-person courses but rather has been adding online courses and canceling under-enrolled in-person classes. Only 13% of course placements are in person for the coming semester. CCV is hosting a NECHE reaccreditation visit in March of this year, the preparation for which takes 18 months. She acknowledged and thanked her faculty and staff for their hard work in this process. CCV is requiring students who are enrolled in any in-person classes to be vaccinated and is strongly recommending all faculty and staff be vaccinated. Masks are also required in all buildings. CCV is having immense success with conducting their student orientations virtually and are seeing increased attendance over any in-person sessions from the past. CCV has also provided over 60 professional development seminars for faculty over the past 12 months, in which hundreds of faculty have participated.

Castleton University President Tom Mauhs-Pugh shared that Castleton offered remote classes for the first week of the semester to spread out the expected impact of Omicron infections and to mitigate impact on local services. Castleton is back with in-person classes now, after the students arrived in stages over the course of three weeks. President Mauhs-Pugh shared several recent athletics successes for Castleton's sports teams, including wrestling, Alpine and Nordic skiing. All of Castleton's athletics teams have a 3.0 GPA or higher. Castleton is undergoing its ten-year accreditation with NECHE and the visiting team came to the campus in October. The team had twice as many commendations as concerns and the concerns were minor. NECHE will be considering the final report at its April 2022 meeting. Enrollment is up 1.5% this fall semester and while headcount is 20 below budgeted projections, this has not had an adverse impact on the budget given the mix of students. The size of the expected deficit for this year has been reduced due to increased room and board receipts and lower salary and benefits costs.

Northern Vermont University President John Mills reported that NVU followed the same opening procedures as Castleton, with the first week of classes being held virtually, thereby spreading out the arrival of students over the course of three weeks. Enrollment is up by 45 full pay equivalents for the spring semester and deposits for Fall 2022 are up over 21% as compared to last year. President Mills has been taking trips into the communities and schools to speak with principals, superintendents, and guidance counselors to create connections and reassure people that NVU is here to stay. People are thankful to hear what we are doing and excited by the direction in which we are going. NVU will be celebrating Black Excellence Month.

Vermont Technical College President Pat Moulton shared that this year's class was successful in recovering much of the loss from last year's decline in enrollment. The 2022 fall semester currently shows an increase of 35% in applications over last year with most of those applications coming from Vermonters. Vermont Tech is requiring students to perform COVID-19 tests prior to returning to campus and isolating or returning home if they receive a positive result. Vaccines and booster shots are mandated for all students. Work on re-imagining the Agricultural program is going slowly. Vermont Tech is seeking an EDA grant to provide seed funding for a director of the Center for Agriculture and Food Entrepreneurship. Vermont Tech has hired a world-renowned expert to teach Mechanical Design this semester, as part of the Advanced Manufacturing program. The official ribbon-cutting for the Advanced Manufacturing Lab, with Senator Leahy, is anticipated for March. President Moulton discussed recent staffing changes and vacancies in the Nursing program, and shared that, for the third year in a row, VT Tech's nursing students exceeded the national NCLEX pass rate by a fair margin.

8. Additional Business

There was no additional business.

9. Comments from the Public

There were no comments.

10. Executive Session

At 3:07 p.m. Trustee Cluver moved that the VSCS Board of Trustees enter executive session pursuant to 1 V.S.A. § 313(a)(1)(B) to discuss labor relations agreements with employees because premature general public knowledge would clearly place the public body involved at a substantial disadvantage. Trustee Cluver further moved that the VSCS Board of Trustees enter executive session pursuant to 1 V.S.A. § 313(a)(3) to discuss the appointment and employment of a public officer. The motion stated that no formal or binding action would be taken in executive session. Along with the members of the Board present at this meeting, the Board invited the Chancellor, the General Counsel, and the Chief Financial and Operating Officer to attend. Trustee Silverman seconded the motion and it was approved unanimously.

The Board exited executive session at 4:34 p.m.

Trustee Dickinson moved and Trustee Moran seconded the motion to formally ratify the recently-negotiated collective bargaining agreements with CCV United Faculty and with the Part-Time Faculty Federation and that Chair Dickinson is authorized to sign each agreement on behalf of the VSC Board of Trustees. The motion was approved unanimously.

Chair Dickinson adjourned the meeting at 4:35 p.m.

ITEM 2:
Finance & Facilities Summary

Finance and Facilities Committee Report

Endowment Requests

At the last Finance and Facilities Committee meeting, the Committee advanced two scholarships for consideration by the Board of Trustees.

- Community College of Vermont requests approval of the **Karen M. Geiger Scholarship**. This scholarship, funded with a generous gift from Ms. Geiger's father, William Geiger, will benefit potential CCV students for generations to come.
- Northern Vermont University requests approval of the **Cathy Higley Graduate Scholarship**. This scholarship, funded by an anonymous donor, will provide small cash awards to matriculated graduate students enrolled in any graduate program housed at the Johnson Campus. Its purpose is to enhance the recipient's participation in scholarly activity related to their degree program.

Consent Agenda

Two endowment modifications and five grants were reviewed by the Finance and Facilities Committee and advanced for consideration by the Board of Trustees. These items included:

- Endowment modifications to the **Olin Scott** and **Chadwick Scholarships** to comply with federal Title IX regulations
- American Rescue and Recovery Act (ARPA) grants funding the FY22 **degree completion, critical occupations, workforce 2.0, long-care practical nursing program**, and **FY22 bridge funding** for the Vermont State Colleges.

Academic Year 2022-2023 Tuition, Fees, Room, and Board

At the Chancellor's recommendation, the Finance and Facilities Committee advanced for consideration by the Board of Trustees a freeze on tuition and board required fees and a 3% increase on Room and Board. Resolution 2022-003 authorizes these changes.

Continued Suspension of Policies 403 and 407 through FY23 Budgeting

At the Chancellor's recommendation, the Finance and Facilities Committee advanced for consideration by the Board of Trustees continued suspension of *Policy 403: System Annual Operating Budget* and *Policy 407: Responsibility for Deficits incurred after June 30, 1979*. Resolution 2022-004 authorizes continued suspension of these policies.

Facilities Planning

Two key actions occurred relative to facilities planning at the last Finance and Facilities Committee meeting. First, Gordian, a higher education consulting group that specializes in facility benchmarking, presented a Space Utilization Study to the committee. Second, Mike Stevens and Sharron Scott presented the 10-Year Strategic Plan for creating a sustainable physical future that reduces our structural deficit and meets the needs of Vermont's learners.

The Finance and Facilities Committee reviewed the 10-Year Strategic Facilities Plan and advanced it to the Board of Trustees for consideration. Resolution 2002-002 authorizes approval of this plan.

ITEM 3:
Karen M. Geiger Scholarship Materials



PO BOX 489
MONTPELIER, VT 05601-0489
T 802-828-2800 F 802-828-2805
www.ccv.edu

February 7, 2022

Sophie Zdatny, Chancellor
Vermont State Colleges
PO Box 7
Montpelier, VT 05601

Dear Chancellor Zdatny,

It is my privilege to present our request to establish a new endowment at the Community College of Vermont in honor of Karen M. Geiger, who was a graduate of CCV having earned an associate in arts degree in Liberal Studies in 2000 as well as a member of the CCV staff from 2007-2013.

This endowment is made possible by a generous gift of \$25,000 from Karen's father, William Geiger, Jr. In the words of her father, *"Karen is a model for the role and value of the junior college in our higher educational system. She was in her late 20s when she began taking classes at CCV while working full time. The breadth of the offerings at CCV raised her intellectual curiosity and allowed her to determine the areas on which she would focus her following academic work at UVM and her subsequent professional development."*

Karen's first staff position with the College was in Operations with Linda Lawrence. Of their time working together, Linda remembers *"We were a team of two taking care of the then Burlington Center. Karen was up for anything from moving equipment, setting up events and painting classrooms and did so with professionalism and of course humor, we spent a lot of time laughing! I knew that Karen was meant for bigger and better things, so I was very excited for her to move into the work with development where she could put her skill for writing and networking to work."*

When CCV built the Winooski Academic center in 2011, the College made the most of Karen's training in the arts to help curate the hallway galleries, a project that had positive effects on both the ambience of the building and on Karen's professional development.

In Karen's subsequent work in Development, she worked with Susan Henry on fundraising, event coordination, and public relations. Remembering this time, Susan commented, *"In her time as Senior Assistant for Development, Karen, contributed broadly to the young department's publications, operations, communications, charitable grant applications and management, and to its donor and alumni relations. A strong writer, Karen contributed a variety of articles and pieces for CCV publications. She also gave of her time and talent to support college-wide events and initiatives, including CCV's annual commencement ceremony. Karen approached all she did with her singular good humor, personal warmth, friendship to all, bountiful creativity, and her sincere love of CCV and its mission."*

Karen's experience at CCV prepared her for subsequent positions as Development Coordinator, first at Vermont Studio Center in Johnson, and then at the Clarina Howard Nichols Center in Morrisville. Her post-graduation employments were consistently in non-profit institutions in which she saw opportunities for enhancing the public good.

There are manifold reasons why the Community College of Vermont played a key role in Karen's educational and professional development. It is with this knowledge and appreciation that the Geiger family is interested in providing, in her name, a source of scholarship funds that will enhance the chances for other students to experience CCV.

We seek approval from the Vermont State Colleges Board of Trustees to establish the Karen M. Geiger Scholarship.

Most sincerely,



Joyce Judy
President

enc: VSC Policy 412 Form C

FORM C

- NEW FUNDING SOURCE DOCUMENT - ENDOWMENTS ONLY

COMMUNITY COLLEGE OF VERMONT

(College Name)

Submit to Chancellor's Office for all activities based upon a new funding source.
Place copy in front of any applicable master file.

1) Name of endowment: (type in all CAP'S)

KAREN M. GEIGER SCHOLARSHIP

2) Granting agency/donor/other funding source: (Attach supporting Documentation)

WILLIAM GEIGER JR

3) Purpose of endowment: (Attach supporting Documentation)

TO PROVIDE AN ANNUAL SCHOLARSHIP TO A STUDENT WHO DEMONSTRATES FINANCIAL NEED,
PREFERABLY IN LIBERAL STUDIES

4) Proper accounting fund:☒ Regular Endowment☐ Term Endowment5) General Ledger Activity Code(s): (as proposed or assigned)

#17016

6a) Date Endowment Reach Endowment Status:

DATE OF BOARD OF TRUSTEES APPROVAL:MARCH 19, 2022

7) Reporting requirements: (format/to whom/frequency/other)

BALANCE OF THE CORPUS, TOTAL GIFTS RECEIVED, AND TOTAL SCHOLARSHIPS AWARDED WILL BE REPORTED TO
THE BERGERON FAMILY FOUNDATION ONCE PER YEAR

8a) Funding amount:

\$25,000.00

8b) ☒ One-time - OR☐ Ongoing funding (indicate timeframe:)9a) Is principal use allowed:
(w/Board OK?)

NO

9b) If yes, is replenishment of principal
allowed or required:10) If investment proceeds generated, indicate intended disposition:☐ Per Board Approved Spending Procedure☒ Fully expend for program as prescribed☐ Increase principal for inflation and expend remainder☐ All Investment earnings added for ____ years before expending for endowment purposes begins☐ Other (describe:)11) President:

Joyce Judy

12) Date to Ch's Ofc:

2-7-22

13) Date Board Approved:

3-19-22

ITEM 4:

Cathy Higley Graduate Scholarship Materials

NorthernVermont.edu**Office of the President**

Johnson Campus: 802.635.1240

Lyndon Campus: 802.626.6404

December 14, 2021

Sophie Zdatny, Chancellor
Vermont State Colleges System
PO Box 7
Montpelier, VT 05601

Dear Chancellor Zdatny,

I am pleased to send you the New Funding Source Document for establishing a new endowment at Northern Vermont University-Johnson. An anonymous donor established the Graduate Studies Fund in 2016. Since that time, the fund has been used to support the scholarly work of NVU-Johnson's graduate students. The donor has decided to endow the fund, and as such has made a gift in order to grow the fund big enough to endow. This endowment will be named after retired staff member Cathy Higley in honor of her many years of service to the college. Cathy retired in the spring of 2021, after having served the graduate students of Johnson for more than thirty years. Cathy's commitment, professionalism and no-nonsense attitude endeared her to students, faculty and staff who affectionately referred to her as the "Graduate Goddess".

The **Cathy Higley Graduate Student Scholarly Activity Fund Endowment** will provide small cash awards to matriculated graduate students enrolled in any graduate degree program housed at the Johnson campus. Rewards are intended to enhance a student's participation in scholarly activity related to their degree program. Eligible activities include support for approved research projects, attendance at scholarly conferences, subscriptions to peer-reviewed journals, membership fees for scholarly associations, and other scholarly applications. These funds will not be available as scholarship support to cover program tuition and fees.

Applications will be submitted to the Chair of the Johnson Faculty Graduate Committee. The Graduate Committee will meet to review applications and will notify applicants of their decision. In the absence of a formal Faculty Graduate Committee on the Johnson campus, awards will be made by a review committee of current and, or, former program directors of Johnson graduate degree programs. That review committee will be formed by the current Johnson graduate program directors.

We look forward to the Vermont State Colleges Board of Trustees' approval for the establishment of this new endowment.

Sincerely,

A handwritten signature in black ink, appearing to read "John W. Mills".

Dr. John W. Mills
Interim President

Attachments: Funding Source C document

- NEW FUNDING SOURCE DOCUMENT - ENDOWMENTS ONLY

NORTHERN VERMONT UNIVERSITY

(College Name)

Submit to Chancellor's Office for all activities based upon a new funding source.
Place copy in front of any applicable master file.

1) Name of endowment: (type in all CAPS)**THE CATHY HIGLEY GRADUATE STUDENT SCHOLARLY ACTIVITY FUND ENDOWMENT**2) Granting agency/donor/other funding source: (Attach supporting Documentation)

Anonymous Donor.

3) Purpose of endowment: (Attach supporting Documentation)

The Cathy Higley Graduate Student Scholarly Activity Fund Endowment will provide small cash awards to graduate students enrolled at the Johnson campus. Eligible activities include research, attendance at conferences, journal subscriptions, professional organization membership fees, and other non-scholarship applications. These funds will not be available for scholarship support to cover program tuition and fees.

Applications will be reviewed and approved by the Johnson Graduate Committee. In the absence of a formal graduate committee on the Johnson campus, awards will be made by a committee formed by the Johnson graduate program directors.

4) Proper accounting fund:☒ Regular Endowment☐ Term Endowment5) General Ledger Activity Code(s): (as proposed or assigned)

TBD

6a) Date Endowment Reach Endowment Status:

December, 2021

7) Reporting requirements: (format/to whom/frequency/other)

None.

8a) Funding amount:

\$11,335

8b) ☐ One-time - OR☒ Ongoing funding (indicate timeframe:)

Annual gifts made to grow fund and endowment.

9a) Is principal use allowed:
(w/Board OK?)

No.

9b) If yes, is replenishment of principal
allowed or required:

Not Applicable

- NEW FUNDING SOURCE DOCUMENT - ENDOWMENTS ONLY

NORTHERN VERMONT UNIVERSITY

(College Name)

10) If investment proceeds generated, indicate intended disposition:

- ☒ Per Board Approved Spending Procedure
☐ Fully expend for program as prescribed
☐ Increase principal for inflation and expend remainder
☐ All Investment earnings added for ____ years before expending for endowment purposes begins
☐ Other (describe:)

11) President:12) Date to Ch's Ofc:13) Date Board Approved:

Version 4/17/2008

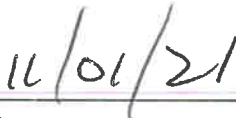
ITEM 5:
Consent Agenda

To Members of the Vermont State Colleges Board of Trustees:

I am Deb Chadwick, daughter of Yolande Corbin Chadwick and Robert Chadwick. As the designated Chadwick Family representative for the Yolande Corbin Chadwick Scholarship Fund, I authorize the Vermont State Colleges d/b/a Community College of Vermont to amend the fund purpose to align with federal Title IX regulations which prohibit scholarships restricted on the basis of sex and marital status. The amended purpose of the fund will read: **To fund scholarships for students with children enrolled in a degree program in the Chittenden County CCV site.** I acknowledge that my authorization and consent is freely given.



Deb Chadwick



Date

- NEW FUNDING SOURCE DOCUMENT - ENDOWMENTS ONLY

COMMUNITY COLLEGE OF VERMONT

(College Name)

Submit to Chancellor's Office for all activities based upon a new funding source. Place copy in front of any applicable master file.

1) <u>Name of endowment:</u> (type in all CAP'S)		
YOLANDE CORBIN CHADWICK SCHOLARSHIP		
2) <u>Granting agency/donor/other funding source:</u> (Attach supporting Documentation)		
Deb Chadwick, daughter and Chadwick family representative		
3) <u>Purpose of endowment:</u> (Attach supporting Documentation)		
CURRENT: Scholarship for married or formerly married women with children enrolled in a degree program in the Burlington CCV site.		
PROPOSED: To fund scholarships for students with children enrolled in a degree program in the Chittenden County CCV site.		
4) <u>Proper accounting fund:</u>		
<input checked="" type="checkbox"/> Regular Endowment <input type="checkbox"/> Term Endowment		
5) <u>General Ledger Activity Code(s):</u> (as proposed or assigned)		
#17008		
6a) <u>Date Endowment Reach Endowment Status:</u>		
Gift made and endowment approved March 2002.		
7) <u>Reporting requirements:</u> (format/to whom/frequency/other)		
NO CHANGES TO REPORTING REQUIREMENTS		
8a) <u>Funding amount:</u>	8b) <input checked="" type="checkbox"/> One-time - OR	
Established in 2002 with \$29,682.99	<input type="checkbox"/> Ongoing funding (indicate timeframe:)	
9a) <u>Is principal use allowed:</u> (w/Board OK?)	9b) <u>If yes, is replenishment of principal allowed or required:</u>	
NO		
10) <u>If investment proceeds generated, indicate intended disposition:</u>		
<input type="checkbox"/> Per Board Approved Spending Procedure		
<input checked="" type="checkbox"/> Fully expend for program as prescribed		
<input type="checkbox"/> Increase principal for inflation and expend remainder		
<input type="checkbox"/> All Investment earnings added for ____ years before expending for endowment purposes begins		
<input type="checkbox"/> Other (describe:)		
11) <u>President:</u>	12) <u>Date to Ch's Ofc:</u>	13) <u>Date Board Approved:</u>
Joyce Judy	FEBRUARY 7, 2022	



PO BOX 489
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www.ccv.edu

February 7, 2022

Sophie Zdatny, Chancellor
Vermont State Colleges
PO Box 7
Montpelier, VT 05601

Dear Chancellor Zdatny,

In 2002, an endowment was established with a gift of \$29,682.99 from Robert Chadwick and his daughters in memory of Yolande Corbin Chadwick, wife and mother. The scholarship was established to provide financial assistance to married or formerly married women with children enrolled in a degree program at CCV Burlington.

We propose a change to the intent of this fund in order to align with federal Title IX regulations which prohibit scholarships restricted on the basis of sex and marital status. The new purpose statement also reflects CCV's location more broadly in Chittenden County since restriction to the Burlington site, which no longer exists per se, is inaccurate.

The amended purpose of the fund will be: **To fund scholarships for students with children enrolled in a degree program in the Chittenden County CCV site.**

We look forward to the Vermont State College Board of Trustees' approval of the proposed changes to this wonderful endowment.

Sincerely,

A handwritten signature in blue ink that reads "Joyce Judy".

Joyce Judy
President

enc: VSC Policy 412 Form C



PO BOX 489
MONTPELIER, VT 05601-0489
T 802-828-2800 F 802-828-2805
www.ccv.edu

February 7, 2022

Sophie Zdatny, Chancellor
Vermont State Colleges
PO Box 7
Montpelier, VT 05601

Dear Chancellor Zdatny,

In 1992, an endowment was established with a gift of \$25,000 from the Olin Scott Fund of Bennington, Vermont. The scholarship was established to provide financial assistance to benefit male students who are long time residents of Bennington County and have less than 60 academic credits.

We propose a change to the intent of this fund in order to align with federal Title IX regulations which prohibit scholarships restricted on the basis of sex.

The amended purpose of the fund will be: **This fund and any monies accrued from it must be used to benefit students who are longtime residents of Bennington County and have less than 60 academic credits.**

We look forward to the Vermont State College Board of Trustees' approval of the proposed changes to this wonderful endowment.

Sincerely,

A handwritten signature in blue ink that reads "Joyce Judy". The signature is written in a cursive, flowing style.

Joyce Judy
President

enc: VSC Policy 412 Form C

- NEW FUNDING SOURCE DOCUMENT - ENDOWMENTS ONLY

COMMUNITY COLLEGE OF VERMONT

(College Name)

Submit to Chancellor's Office for all activities based upon a new funding source.

Place copy in front of any applicable master file.

1) Name of endowment: (type in all CAP'S)

OLIN SCOTT FUND SCHOLARSHIP

2) Granting agency/donor/other funding source: (Attach supporting Documentation)

Olin Scott Fund of Bennington (Olin Scott Fund, Inc.)

3) Purpose of endowment: (Attach supporting Documentation)

CURRENT: This fund and any monies accrued from it must be used to benefit male students who are longtime residents of Bennington County and have less than 60 academic credits.

PROPOSED: This fund and any monies accrued from it must be used to benefit students who are longtime residents of Bennington County and have less than 60 academic credits.

4) Proper accounting fund:☒ Regular Endowment☐ Term Endowment5) General Ledger Activity Code(s): (as proposed or assigned)

#17004

6a) Date Endowment Reach Endowment Status:

Gift made and endowment approved July 1992.

7) Reporting requirements: (format/to whom/frequency/other)

NO CHANGES TO REPORTING REQUIREMENTS

8a) Funding amount:

Established in 1992 with \$25,000

8b) ☒ One-time - OR☐ Ongoing funding (indicate timeframe:)9a) Is principal use allowed:

(w/Board OK?)

YES

9b) If yes, is replenishment of principalallowed or required:

NO

10) If investment proceeds generated, indicate intended disposition:☐ Per Board Approved Spending Procedure☒ Fully expend for program as prescribed☐ Increase principal for inflation and expend remainder☐ All Investment earnings added for ____ years before expending for endowment purposes begins☐ Other (describe:)11) President:

Joyce Judy

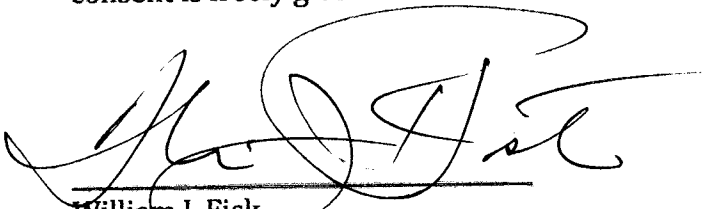
12) Date to Ch's Ofc:

FEBRUARY 7, 2022

13) Date Board Approved:

To Members of the Vermont State Colleges Board of Trustees:

I am William J. Fisk, President of the Board of Trustees of Olin Scott Fund, Inc. As the designated representative for the Olin Scott Endowment Fund, I authorize the Vermont State Colleges d/h/a Community College of Vermont to amend the fund purpose to align with federal Title IX regulations which prohibit scholarships restricted on the basis of sex. The amended purpose of the fund will read: **This fund and any monies accrued from it must be used to benefit students who are longtime residents of Bennington County and have less than 60 academic credits.** I acknowledge that my authorization and consent is freely given.



William J. Fisk

12/10/21
Date

OLIN SCOTT FUND, INC.

P.O. BOX 1208
BENNINGTON, VERMONT 05201
TEL (802)447-1096
melinda@olinscottfund.org

September 29, 2021

Ms. Aimee Stephenson
Director of Resource Development
Community College of Vermont
1 Abenaki Way
Winooski, VT 05404

Dear Ms. Stephenson,

Thank you for your August 24 2021 letter regarding the Olin Scott Endowment Fund at CCV. The original agreement between The Olin Scott Fund and Vermont Community College provided for aid from this endowment be limited to male students who otherwise met the qualifications for aid. This restriction was imposed on the Fund by a bequest of the late Olin Scott in his Last Will and Testament which established the Olin Scott Fund.

We are pleased to advise you that The Olin Scott Fund's motion to the Bennington Probate Division of the Vermont Superior Court to amend the provisions of the Fund to permit granting financial aid to female as well as male students was granted on January 16, 2019. The Fund now grants financial assistance to both male and female students.

Accordingly, we would be pleased to amend the agreement between the Olin Scott Fund and Community College of Vermont to remove the restriction limiting gifts to male students and replacing it with a provision to benefit all students, male and female, from Bennington County. If you wish to propose any additional amendments, please advise us.

Assuming that you, on behalf of CCV, agree to the proposed change, we will draft a new agreement for your consideration.

Please contact our Executive Director, Melinda Dickie, to indicate your agreement with our proposed change to the agreement between CCV and The Olin Scott Fund or to request a telephone conference with the Trustees of the Fund.

For the Trustees



William J. Risk, President

FORM B: INFORMATION ABOUT THE PROPOSAL

Principal Investigator/Project Initiator (PI)	Sharron Scott
E-mail Address	Sharron.Scott@vsc.edu
Institution	Office of the Chancellor
I am:	Staff
Title of Proposal	Workforce Upskill Opportunity (Workforce 2.0)
Name of Funder (the organization providing the funding DIRECTLY to your institution)	Agency of Administration - Financial Services Division
Is funding for this project being passed through from another organization?	Yes
Name of Primary Funder	United State Treasury (ARPA)
Funding Type (if this is pass-through funding, choose the primary source of funding)	Federal
Proposal Submission Deadline	01/01/22
Estimated Project Start Date	07/01/21
Estimated Project End Date	06/30/22

BUDGET

Total Project Cost (including direct costs, indirect costs, and match)	3000000
Direct Costs	2700000
Indirect Costs	300000
How were indirect costs determined?	Other: Federal de Minimus
Will matching funds be used for this project?	No
Budget Upload	https://s3.amazonaws.com/files.formstack.com/uploads/4139506/101830626/926555086/101830626_budget.docx

CONFLICT OF INTEREST

I have read and I understand the VSC Employee Conflict of Interest Policy (VSC Policy 210).

Yes

I agree to follow the procedures outlined in VSC Policy 210, including notifying the appropriate administrator if I believe I have a conflict of interest based on this grant proposal.

Yes

RESEARCH PROPOSALS

Is this a research proposal? (See definition below.)

No

Will this proposal obtain, use, study, analyze, or generate identifiable private information or identifiable biospecimens from any individual(s)?

No

CERTIFICATION

I agree that the information I have supplied on this form is true and accurate to the best of my ability.

Yes

I attest that I am not suspended, debarred, or otherwise excluded from federally-funded projects. Additionally, I attest that any co-PIs on this project (if applicable) are not suspended, debarred, or excluded from federally-funded projects.

Yes

Date/Time

Feb 03, 2022 06:03 PM

Approvals

Approval Status

Approved

Approved By

Sharron Scott

Approval Date

February 3, 2022 6:28 PM

Comments

[Feb 3, 2022 6:27 PM] Sharron Scott APPROVED
 [Feb 3, 2022 6:28 PM] Betsy Ward SKIPPED
 [Feb 3, 2022 6:28 PM] Sharron Scott: Skipped Betsy Ward as approver

FORM B: INFORMATION ABOUT THE PROPOSAL

Principal Investigator/Project Initiator (PI)	Sharron Scott
E-mail Address	Sharron.Scott@vsc.edu
Institution	Office of the Chancellor
I am:	Staff
Title of Proposal	Degree Completion
Name of Funder (the organization providing the funding DIRECTLY to your institution)	Agency of Administration - Financial Services Division
Is funding for this project being passed through from another organization?	Yes
Name of Primary Funder	United States Department of Treasury
Funding Type (if this is pass-through funding, choose the primary source of funding)	Federal
Proposal Submission Deadline	01/01/22
Estimated Project Start Date	07/01/21
Estimated Project End Date	06/30/22

BUDGET

Total Project Cost (including direct costs, indirect costs, and match)	3000000
Direct Costs	2700000
Indirect Costs	300000
How were indirect costs determined?	Other: Federal de Minimus
Will matching funds be used for this project?	No
Budget Upload	https://s3.amazonaws.com/files.formstack.com/uploads/4139506/101830626/926555676/101830626_budget.docx

CONFLICT OF INTEREST

I have read and I understand the VSC Employee Conflict of Interest Policy (VSC Policy 210).

Yes

I agree to follow the procedures outlined in VSC Policy 210, including notifying the appropriate administrator if I believe I have a conflict of interest based on this grant proposal.

Yes

RESEARCH PROPOSALS

Is this a research proposal? (See definition below.)

No

Will this proposal obtain, use, study, analyze, or generate identifiable private information or identifiable biospecimens from any individual(s)?

No

CERTIFICATION

I agree that the information I have supplied on this form is true and accurate to the best of my ability.

Yes

I attest that I am not suspended, debarred, or otherwise excluded from federally-funded projects. Additionally, I attest that any co-PIs on this project (if applicable) are not suspended, debarred, or excluded from federally-funded projects.

Yes

Date/Time

Feb 03, 2022 06:10 PM

Approvals

Approval Status

Approved

Approved By

Sharron Scott

Approval Date

February 3, 2022 6:28 PM

Comments

[Feb 3, 2022 6:27 PM] Sharron Scott APPROVED
 [Feb 3, 2022 6:28 PM] Betsy Ward SKIPPED
 [Feb 3, 2022 6:28 PM] Sharron Scott: Skipped Betsy Ward as approver

FORM B: INFORMATION ABOUT THE PROPOSAL

Principal Investigator/Project Initiator (PI)	Sharron Scott
E-mail Address	Sharron.Scott@vsc.edu
Institution	Office of the Chancellor
I am:	Staff
Title of Proposal	Critical Occupations
Name of Funder (the organization providing the funding DIRECTLY to your institution)	Agency of Administration - Financial Services Division
Is funding for this project being passed through from another organization?	Yes
Name of Primary Funder	United States Department of Treasury
Funding Type (if this is pass-through funding, choose the primary source of funding)	Federal
Proposal Submission Deadline	01/01/22
Estimated Project Start Date	07/01/21
Estimated Project End Date	06/30/22

BUDGET

Total Project Cost (including direct costs, indirect costs, and match)	5000000
Direct Costs	4500000
Indirect Costs	500000
How were indirect costs determined?	Other: Federal de Minimus
Will matching funds be used for this project?	No
Budget Upload	https://s3.amazonaws.com/files.formstack.com/uploads/4139506/101830626/926556240/101830626_budget.docx

CONFLICT OF INTEREST

I have read and I understand the VSC Employee Conflict of Interest Policy (VSC Policy 210).

Yes

I agree to follow the procedures outlined in VSC Policy 210, including notifying the appropriate administrator if I believe I have a conflict of interest based on this grant proposal.

Yes

RESEARCH PROPOSALS

Is this a research proposal? (See definition below.)

No

Will this proposal obtain, use, study, analyze, or generate identifiable private information or identifiable biospecimens from any individual(s)?

No

CERTIFICATION

I agree that the information I have supplied on this form is true and accurate to the best of my ability.

Yes

I attest that I am not suspended, debarred, or otherwise excluded from federally-funded projects. Additionally, I attest that any co-PIs on this project (if applicable) are not suspended, debarred, or excluded from federally-funded projects.

Yes

Date/Time

Feb 03, 2022 06:13 PM

Approvals

Approval Status

Approved

Approved By

Sharron Scott

Approval Date

February 3, 2022 6:27 PM

Comments

[Feb 3, 2022 6:27 PM] Sharron Scott APPROVED
 [Feb 3, 2022 6:27 PM] Betsy Ward SKIPPED
 [Feb 3, 2022 6:27 PM] Sharron Scott: Skipped Betsy Ward as approver

FORM B: INFORMATION ABOUT THE PROPOSAL

Principal Investigator/Project Initiator (PI)	Sharron Scott
E-mail Address	Sharron.Scott@vsc.edu
Institution	Office of the Chancellor
I am:	Staff
Title of Proposal	Pandemic Related Deficits / Bridge Funding (ARPA)
Name of Funder (the organization providing the funding DIRECTLY to your institution)	Agency of Administration - Financial Services Division
Is funding for this project being passed through from another organization?	Yes
Name of Primary Funder	United States Department of Treasury
Funding Type (if this is pass-through funding, choose the primary source of funding)	Federal
Proposal Submission Deadline	01/01/22
Estimated Project Start Date	07/01/21
Estimated Project End Date	06/30/22

BUDGET

Total Project Cost (including direct costs, indirect costs, and match)	21000000
Direct Costs	18900000
Indirect Costs	2100000
How were indirect costs determined?	Other: Federal de Minimus
Will matching funds be used for this project?	No
Budget Upload	https://s3.amazonaws.com/files.formstack.com/uploads/4139506/101830626/926557265/101830626_budget.docx

CONFLICT OF INTEREST

I have read and I understand the VSC Employee Conflict of Interest Policy (VSC Policy 210). Yes

I agree to follow the procedures outlined in VSC Policy 210, including notifying the appropriate administrator if I believe I have a conflict of interest based on this grant proposal. Yes

RESEARCH PROPOSALS

Is this a research proposal? (See definition below.) No

Will this proposal obtain, use, study, analyze, or generate identifiable private information or identifiable biospecimens from any individual(s)? No

CERTIFICATION

I agree that the information I have supplied on this form is true and accurate to the best of my ability. Yes

I attest that I am not suspended, debarred, or otherwise excluded from federally-funded projects. Additionally, I attest that any co-PIs on this project (if applicable) are not suspended, debarred, or excluded from federally-funded projects. Yes

Date/Time Feb 03, 2022 06:15 PM

Approvals

Approval Status Approved

Approved By Sharron Scott

Approval Date February 3, 2022 6:27 PM

Comments [Feb 3, 2022 6:27 PM] Sharron Scott APPROVED
[Feb 3, 2022 6:27 PM] Betsy Ward SKIPPED
[Feb 3, 2022 6:27 PM] Sharron Scott: Skipped Betsy Ward as approver

FORM B: INFORMATION ABOUT THE PROPOSAL

Principal Investigator/Project Initiator (PI)	Sharron Scott
E-mail Address	Sharron.Scott@vsc.edu
Institution	Office of the Chancellor
I am:	Staff
Title of Proposal	Practical Nursing Program
Name of Funder (the organization providing the funding DIRECTLY to your institution)	Agency of Administration - Financial Services Division
Is funding for this project being passed through from another organization?	Yes
Name of Primary Funder	United States Department of Treasury
Funding Type (if this is pass-through funding, choose the primary source of funding)	Federal
Proposal Submission Deadline	01/01/22
Estimated Project Start Date	07/01/21
Estimated Project End Date	06/30/24

BUDGET

Total Project Cost (including direct costs, indirect costs, and match)	1400000
Direct Costs	1260000
Indirect Costs	140000
How were indirect costs determined?	Other: Federal de Minimus
Will matching funds be used for this project?	No
Budget Upload	https://s3.amazonaws.com/files.formstack.com/uploads/4139506/101830626/926557681/101830626_budget.docx

CONFLICT OF INTEREST

I have read and I understand the VSC Employee Conflict of Interest Policy (VSC Policy 210).

Yes

I agree to follow the procedures outlined in VSC Policy 210, including notifying the appropriate administrator if I believe I have a conflict of interest based on this grant proposal.

Yes

RESEARCH PROPOSALS

Is this a research proposal? (See definition below.)

No

Will this proposal obtain, use, study, analyze, or generate identifiable private information or identifiable biospecimens from any individual(s)?

No

CERTIFICATION

I agree that the information I have supplied on this form is true and accurate to the best of my ability.

Yes

I attest that I am not suspended, debarred, or otherwise excluded from federally-funded projects. Additionally, I attest that any co-PIs on this project (if applicable) are not suspended, debarred, or excluded from federally-funded projects.

Yes

Date/Time

Feb 03, 2022 06:18 PM

Approvals

Approval Status

Approved

Approved By

Sharron Scott

Approval Date

February 3, 2022 6:27 PM

Comments

[Feb 3, 2022 6:27 PM] Sharron Scott APPROVED
 [Feb 3, 2022 6:27 PM] Betsy Ward SKIPPED
 [Feb 3, 2022 6:27 PM] Sharron Scott: Skipped Betsy Ward as approver

ITEM 6:
2022-2023 Tuition Freeze Materials

Setting tuition, fees, room, and board for AY2022-2023 is a difficult decision that must be made in the context of the VSCS budget, the strategic priorities of the Vermont State Colleges System, the transformation effort, regional and national competition.

Strategic Priorities of the Vermont State Colleges & Legislative Requirements

The Board of Trustees has established several key strategic priorities. Included among these are affordability, accessibility, relevance, and quality. These measures are echoed by requirements from Act 74 of the State of Vermont in which the VSC, chief among are the requirements to “achieves financial stability in a responsible and sustainable way” and “ensure that student costs and debt obligations are not barriers to student success.”¹

Affordability for students is largely driven by the cost of tuition and fees. Tuition is driven by two main inputs: the cost of doing business (labor, supplies, services, utilities, debt service) offset by the volume of state appropriation. Prior to FY2021, the historically small higher education state appropriation and substantial fixed costs meant that the VSCS was forced to balance its budget by passing its costs onto students, largely through increases in tuition and fees.

Transformation

Since fall of 2020, the Vermont State Colleges has undertaken a wholesale transformation of the system – beginning the difficult process of merging three institutions into a new, singly accredited university, Vermont State University, and developing plans for the aggressive consolidation of administrative functions. Additionally, the State of Vermont has stepped forward with substantial one-time funds to shore up the Vermont State Colleges as we transform, offered scholarship programs to encourage enrollment, and has taken substantial steps to increase the base appropriation.

Tuition Evaluation Study

Recently, the VSC began a *tuition evaluation study* in partnership with Maguire Associates to assess pricing models and structures for Vermont State University. Maguire is taking a mixed methods approach to assessing pricing and demand. The team will bring back several pricing models for consideration at a future meeting this spring for the Board’s consideration. However, the pricing recommendations will be for the 2023-2024 academic year and will not have an impact on the budget for FY2023.

¹ Act 74 of 2021 as enacted.

<https://legislature.vermont.gov/Documents/2022/Docs/ACTS/ACT074/ACT074%20As%20Enacted.pdf>

AY2022-2023 Tuition Recommendation

Chancellor Zdatny recommends a freeze on tuition for the 2022-2023 academic year. A tuition and required fees freeze has an opportunity cost of approximately \$3M million for FY2023. This loss will be felt by the system; however, the Governor's budget recommended a \$5M increase in the base appropriation for FY2023 and we are hopeful this will remain.

While making this recommendation is difficult, it is an important and meaningful step in making post-secondary education more affordable.

AY2022-2023 Room & Board Recommendation

Management recommends a 3% increase in room and board costs for the 2022-2023 academic year. Unlike VSCS tuition, the system's room and board costs are well below state, regional, and national rates. However, the costs of maintaining these facilities continues. The expected net increase in revenue from this room and board change is \$500K.

VERMONT STATE COLLEGES SYSTEM
DRAFT FY2023 Tuition, Fees, Room & Board
CHANCELLOR'S RECOMMENDATION: TUITION FREEZE
Maximum Full Time Undergraduate Tuition

	<u>FY2023</u>	<u>\$ Change</u>	<u>% Change</u>	<u>FY2022</u>
<u>CCV (per credit hour)</u>				
Vermonters	280	0	0.0%	280
Non-Vermonters	560	0	0.0%	560
<u>Castleton University</u>				
<u>Regular programs</u>				
Vermonters	11,832	0	0.0%	11,832
Non-Vermonters	28,800	0	0.0%	28,800
<u>Nursing</u>				
Vermonters	15,456	0	0.0%	15,456
Non-Vermonters	28,800	0	0.0%	28,800
<u>Northern Vermont University</u>				
Vermonters	11,592	0	0.0%	11,592
Non-Vermonters	25,680	0	0.0%	25,680
<u>Vermont Technical College</u>				
<u>Regular programs</u>				
Vermonters	14,712	0	0.0%	14,712
Non-Vermonters	28,128	0	0.0%	28,128
International	32,352	0	0.0%	32,352
<u>Dental Hygiene</u>				
Vermonters	18,432	0	0.0%	18,432
Non-Vermonters	28,824	0	0.0%	28,824
International	33,048	0	0.0%	33,048
<u>Nursing</u>				
Vermonters	15,432	0	0.0%	15,432
Non-Vermonters	32,592	0	0.0%	32,592
International	36,816	0	0.0%	36,816

Notes

1. Per credit rates are full time divided by 24, unless otherwise noted.
2. Non-Vermonters includes students who do not meet VT residency requirements, except for those in special programs with individually identified rates.
3. New England Board of Higher Education Board (NEBHE) rate is 150% of Vermonters rate (except CCV, for which the NEBHE rate equals the Vermonters rate, and for NVU, for which the NEBHE rate equals the Non-Vermonters rate minus \$6,500).
4. Credits in excess of 18 (19 for VTC, or 12 for NVU online programs) per term will be charged at the per credit rate.
5. Summer rates are billed per credit and billed at the course college rate.

VERMONT STATE COLLEGES SYSTEM
DRAFT FY2023 Tuition, Fees, Room & Board
CHANCELLOR'S RECOMMENDATION: TUITION FREEZE
Maximum Per-Credit Graduate Tuition

	<u>FY2023</u>	<u>\$ Change</u>	<u>% Change</u>	<u>FY2022</u>
<u>Castleton University</u>				
Vermont	662	0	0.0%	662
Non-Vermont	662	0	0.0%	662
<u>Northern Vermont University</u>				
Vermont	629	0	0.0%	629
Non-Vermont	916	0	0.0%	916
<u>Vermont Technical College</u>				
Vermont	745	0	0.0%	745
Non-Vermont	1,425	0	0.0%	1,425
International	1,637	0	0.0%	1,637

Notes

1. Non-Vermont includes students who do not meet VT residency requirements, except for those in special programs with individually identified rates.
2. New England Board of Higher Education Board (NEBHE) rate is 150% of Vermont rate.
3. Summer rates are billed per credit and billed at the college rate.

VERMONT STATE COLLEGES SYSTEM
DRAFT FY2023 Tuition, Fees, Room & Board
CHANCELLOR'S RECOMMENDATION: TUITION FREEZE
Fees, Room & Board

	Proposed FY2023	\$ Change	% Change	FY2022
<u>Individual Service Fees:</u>				
<u>Set by Board</u>				
Application	55	0	0.0% all	55
Graduation	125	0	0.0% all	125
Student Activity Fee	308	0	0.0% /yr	308
Facilities Fee	904	0	0.0% /yr	904
<u>Set by Colleges</u>				
Orientation/Basic Skills Testing/Assessment				
Course Fees				
Partial Payment				
Penalty Fees				
			(can be adjusted for inflation as necessary)	
<u>Room Rates:</u>				
Double Room	7,530	218	3.0% /yr	7,312
Premium for a Single Room	1,972	56	2.9% /yr	1,916
Reduction for Tripling	(1,590)	(46)	3.0% /yr	(1,544)
Single Room Suite	10,396	302	3.0% /yr	10,094
<u>Board Rates:</u>				
Gold Plan/unlimited meals with \$100/	4,874	142	3.0% /yr	4,732
Base plan/12 meals/wk with \$150/yr	4,694	136	3.0% /yr	4,558
8 meals/wk with \$220/yr in DB	4,510	130	3.0% /yr	4,380

ITEM 7:

Resolution 2022-003: AY2022-2023 Tuition Freeze

VERMONT STATE COLLEGES SYSTEM
BOARD OF TRUSTEES
RESOLUTION 2022-0003

AY2022-2023 Tuition Freeze

- WHEREAS, The Chancellor of the Vermont State Colleges recommends a freeze on Tuition and Board Required Fees for the 2022-2023 Academic Year at the February 7, 2022 meeting of the Finance and Facilities Committee, and
- WHEREAS, The Chancellor recommends a 3% increase on room and board for the 2022-2023 Academic year; and
- WHEREAS, The Finance and Facilities Committee of the Board of Trustees has reviewed the recommendation of the Chancellor, and
- WHEREAS, The Finance and Facilities Committee has discussed individual aspects of the proposal with the Chancellor, and
- WHEREAS, The Finance and Facilities Committee recommends a freeze on Tuition and Board Required Fees and a 3% increase in Room and Board for the 2022-2023 Academic Year as proposed by the Chancellor of the Vermont State Colleges; therefore, be it
- RESOLVED, That the Board of Trustees of the Vermont State Colleges System hereby approves a Tuition Freeze for the 2022-2023 Academic Year.

Approved: _____

Lynn Dickinson, Chair of the Board of Trustees

ITEM 8:

Resolution 2022-004: Suspension of Policy 403 and Policy 407

At the August 12, 2020 Board of Trustees meeting, the Board approved resolution 2020-014 regarding the development of a system-wide budget. A key portion of the resolution suspended *Policy 403: System Annual Operating Budget* and *Policy 407: Responsibility for Deficits Incurred after June 30, 1979* through the creation of the FY2022 budget to give time to develop, propose, and discuss new financial policies that benefit Vermont, Vermont's learners, the Vermont State Colleges as a whole, and our individual institutions.

As a reminder, Policy 403 was last updated in August 2020 to exclude extraordinary and other one-time funding from the allocation methodology. While this policy has been under suspension, the system has continued to phase-in to the allocation methodology established in 2018, the FY2023 budget year is the final year of transition to the new methodology.

Since suspension of these policies in 2020, the Vermont State Colleges have undertaken a system-wide transformation. This transformation will necessitate complete overhaul of both policies, among others, and the work must be carefully calibrated to build financial sustainability, enhance our ability to serve Vermont, and prevent unintended consequences.

Therefore, management proposes holding both *Policy 403: System Annual Operating Budget* and *Policy 407: Responsibility for Deficits Incurred after June 30, 1979* in suspension for development of the FY2023 budget. Revision to these, and related, policies will be put in place in advance of development of the FY2024 budget.

VERMONT STATE COLLEGES SYSTEMBOARD OF TRUSTEESRESOLUTION No. 2022-004**Suspension of Policy 403 and Policy 407**

WHEREAS, The Vermont State College System is undergoing system transformation; and

WHEREAS, The institutions of Vermont Technical College, Castleton University, and Northern Vermont University will combine into a singly accredited institution to be called Vermont State University on July 1, 2023; and

WHEREAS, Policy 403: *System Annual Operating Budget* and Policy 407: *Responsibility for Deficits Incurred After June 30, 1979* were suspended through the development of the FY2022 budget; and

WHEREAS, The Vermont State Colleges must revise its financial policies to build financial sustainability, enhance its ability to serve Vermont; and

WHEREAS, This work must be carefully calibrated to prevent unintended consequences; and

WHEREAS, The Finance and Facilities Committee continues to receive all regular and transformation financial information and is involved in reviewing and approving practices that will support revised financial policies; therefore be it

RESOLVED, That Policy 403: *System Annual Operating Budget* and Policy 407: *Responsibility for Deficits Incurred after June 30, 1979* shall remain suspended for the creation of the FY2023 budget; and be it further

RESOLVED, That the VSC Board of Trustees directs the Chancellor to draft revised financial policies and bring forth proposals to the Board of Trustees in advance of the FY2024 budget cycle.

Approved: _____, 2022

Lynn Dickinson, Chair of the Board of Trustees

ITEM 9:
Strategic Facilities Plan & Background

STRATEGIC FACILITIES PLAN & BACKGROUND

Act 74 of 2021 outlined expectations and requirements for the Vermont State Colleges to meet during system transformation, including:

*“The VSC Board of Trustees shall develop and implement a **10-year strategic plan** for managing its physical assets that is **fiscally sustainable, maintains reasonable net asset value, and meets the needs of Vermont learners**.*

On or before March 1, 2022, the Chancellor shall present this Board approved plan to the House Committee on Corrections and Institutions and the Senate Committee on Institutions.”¹

Additionally, Act 74 of 2021 requires that:

*“VSC shall **maintain its present campus locations** as educational and student-support centers, recognizing that overall campus size, governance and operational structures as well as program and service offerings may change as circumstances require.”*

Addressed individually, these requirements are daunting. Together, the requirements pose a tremendous challenge as the Vermont State Colleges must seek to meaningfully transform, become fiscally sustainable, meet the needs of Vermont learners, and maintain its five primary campus locations at Castleton, Johnson, Lyndon, Randolph, and Williston.

With these requirements in mind, in August 2021, the Vermont State Colleges began the difficult work to assess the condition of its facilities, understand its current return on physical assets and overall utilization of its space in terms of condition, quality, proportion of teaching spaces in use, and the average seats occupied for each used space.

While in some cases, the results of the work confirmed our own internal assessments, in other cases, as with the space utilization work, the results were eye opening.

¹ Act 74 of 2021

<https://legislature.vermont.gov/Documents/2022/Docs/ACTS/ACT074/ACT074%20As%20Enacted.pdf>

Foundational work

Between August 2021 and January 2022, the Vermont State Colleges completed the following foundational work.²

- **Facilities Assessments** for [Castleton University](#) and [Northern Vermont University - Johnson](#)
- **Updated Facilities Assessments** for [Vermont Technical College](#) and [Northern Vermont University – Lyndon](#)
- **Return on Physical Assets Studies** for Castleton University, Northern Vermont University, and Vermont Technical College
- **Space Utilization Studies** for the Castleton, Johnson, Lyndon, Randolph, and Williston campuses
- **Completion of the *discovery* phase** of Facilities Planning
- **Creation of *design principles*** for Facilities Planning
- **Vermont State University’s *mission, and vision*** were developed and adopted by the Board of Trustees.

KEY TAKEAWAYS FROM FOUNDATIONAL WORK

The foundational planning work identified many key takeaways, used to ground the strategic plan road map, which serves as the foundation of the ten-year facilities plan. Additionally, the takeaways have identified a potential path forward to build a physical infrastructure that is fiscally sustainable, maintains reasonable net asset value, and meets the needs of Vermont learners – all while maintaining a presence in the current primary locations of Castleton, Johnson, Lyndon, Randolph, and Williston. They include:

- **Teaching spaces at the Vermont State Colleges are underutilized.** Approximately 26% of space system-wide is occupied between eight o’clock in the morning and five o’clock in the afternoon, Monday through Friday. There is no point in the week, at any campus location, where more than 50% of spaces are utilized in any given fifteen minute time block. For fall 2021, the highest weekly utilization rate was 32% at the Williston location. The lowest utilization was 21% at the Lyndon campus. While there is an 11% difference between the high and the low, all campuses are underutilized.
- **The Vermont State Colleges underspends the amount necessary to sustain its current building envelope and mechanical systems by approximately \$7 million per year.** On average, the Vermont State Colleges funds 34% of the amount necessary to maintain its existing facilities at Castleton, Johnson, Lyndon, Randolph, and Williston.
- **The Vermont State Colleges deferred maintenance per square foot is rapidly increasing.** While the VSC’s investment in major renovation and construction ten to twelve years ago adjusted the risk profile, it has only delayed the inevitable. By 2029, the VSC’s deferred maintenance per square foot will grow by 23%, surpassing the cost per square foot of our regional peers.

² Vermont Tech’s last assessment was two years ago while Lyndon’s was approximately eight years ago.

- **Across the VSC, the average technology condition grade for teaching spaces is 64% or a ‘D’.** Only the Williston campus earned a modestly higher grade of 71%.
- **The Vermont State Colleges is heavily weighted toward general purpose classrooms at 49% of the total available spaces used in fall 2021.** The weekly utilization of these spaces is 29%. While the spaces are used more heavily than other spaces, in general, with the exception of the Castleton campus, the number of seats occupied are less than 45%.

10 YEAR STRATEGIC FACILITIES PLAN ROAD MAP

Combined, these takeaways from the foundational work provide a strong message – and while it is one that is easy to state, it will be difficult to implement.

Problem Statement

The Vermont State Colleges:

- Owns too much physical space; and its
- Owned space is poorly maintained, because it lacks the operating and non-operating revenue to maintain 2.2 million square feet; and its
- Facilities are inappropriately scaled and lack the equipment to support the *hybrid campus* model; and it
- Must “maintain its present campus locations as educational and student-support centers, recognizing that overall campus size, governance and operational structures as well as program and service offerings may change as circumstances require”³

To solve this problem the Vermont State Colleges proposes a rigorous strategic facilities planning process.

Gathering Data Phase

Already, the team has completed the majority of the “gathering data” phase of the project. Necessary to complete this phase is final approval of the academic program array with anticipated teaching location adjustments, if any. Another primary input into this phase of the project is approval of a student experience model that will describe changes to the co-curricular and student life aspects of Vermont State University.

Beta Learning Environment

In March, the team will kick off a project to develop prototype models to test the *hybrid university* concept. This will allow faculty, staff, and students to trial different methods of

³ Act 74 of 2021 <https://legislature.vermont.gov/Documents/2022/Docs/ACTS/ACT074/ACT074%20As%20Enacted.pdf>

engaging in hybrid learning by fitting up one to three spaces at each campus location to develop models for teaching that are engaging to learners, and support the work of the Teaching and Learning Initiative.

Right Sizing

In May, the team will launch a series of initiatives that will begin the process of right sizing the campuses to better match the Vermont State Colleges current and anticipated space needs. Buildings that will be targeted first will be those unrelated to academics, and/or those that have been tagged for divestment as part of previous master planning activities. These initial activities will include obtaining the necessary permits to subdivide land where necessary.

Future phases of right sizing will take cues from the academic program array as well as the co-curricular and student life needs of Vermont State University students. A proposed phase for this plan is to engage both public and private stakeholders in a request for proposal for the use and/or reuse of facilities. The divestment phase will repeat four times throughout the ten-year planning cycle.

Campus Master Plan

The campus master planning activities will launch in earnest in February 2023 with the final approval of academic program and student experience options. The plan, once complete, will be the guiding document that provides a roadmap for physical alterations of VSC space. Projects selected as part of the campus master plan will be selected based on evaluation of curriculum needs, deferred maintenance, space utilization, and return on investment.

The first phase of the campus master planning activities will be the development of *gamma learning environments*. These learning environments will build off the *beta environments*, and the Teaching and Learning Initiative, by implementing solutions that meet the needs of the *hybrid university*.

Plan Implementation

Three rounds of implementation are planned between August 2024 and May 2031. With each round, selected projects for optimization will be designed. These designs will then be executed and in most cases, additional space will be divested through sale, lease, or demolition.

Title	Start date	Due date
10 year plan	6/1/2021	6/2/2031
<u>Gather Data</u>	6/1/2021	2/1/2023
<u>Mission and Vision</u>	6/1/2021	10/20/2021
<u>Gordian ROPA</u>	9/1/2021	1/10/2022
<u>Gordian Space Utilization</u>	12/1/2021	2/7/2022
<u>SAS Facilities Assessments</u>	8/2/2021	2/11/2022
<u>Program Array approved</u>	10/21/2021	5/2/2022
<u>Program details approved</u>	5/3/2022	11/1/2022
<u>Student experience aproved</u>	10/21/2021	2/1/2023
<u>Beta Learning Environments</u>	3/2/2022	8/18/2023
<u>Procure Design Team</u>	3/2/2022	6/2/2022
<u>Design 1 to 3 spaces at each campus</u>	6/3/2022	9/5/2022
<u>Bid Work for Spaces</u>	9/6/2022	10/6/2022
<u>Fit Out Spaces</u>	10/7/2022	6/7/2023
<u>Test and Train</u>	6/8/2023	8/21/2023
<u>Right Sizing</u>	5/2/2022	5/14/2031
<u>Permitting of Subdivisions Phase 1</u>	5/2/2022	11/2/2022
<u>Divestment Phase 1</u>	11/3/2022	5/5/2023
<u>RFP for excess space</u>	5/8/2023	9/8/2023
<u>Divestment Phase 2</u>	9/11/2023	3/11/2024
<u>Divestment Phase 3</u>	8/6/2026	5/13/2027
<u>Divestment Phase 4</u>	8/8/2028	5/14/2029
<u>Campus Master Plan</u>	2/1/2023	8/2/2024
<u>Gamma Learning Environments</u>	8/18/2023	8/18/2024
<u>Phase 1</u>	8/2/2024	5/13/2027
<u>Design optimization projects Phase 1</u>	8/2/2024	8/4/2025
<u>Execute optimization projects Phase 1</u>	8/5/2025	8/5/2026
<u>Lease/Divest vacated space Phase 1</u>	8/6/2026	5/13/2027
<u>Phase 2</u>	8/6/2026	5/14/2029
<u>Design Optimization projects Phase 2</u>	8/6/2026	8/6/2027
<u>Execute optimization Projects Phase 2</u>	8/9/2027	8/7/2028
<u>Lease Divest vacate space phase 2</u>	8/8/2028	5/14/2029
<u>Phase 3</u>	8/7/2028	5/14/2031
<u>Design Optimization Project Phase 3</u>	8/7/2028	8/7/2029
<u>Execute Optimization Project Phase 3</u>	8/8/2029	8/8/2030
<u>Lease Divest vacate space Phase 3</u>	8/9/2030	5/14/2031
10 Year Master Plan	8/2/2030	11/2/2031

FACILITIES PLANNING PRINCIPLES

In October 2021, the Facilities Planning team, a multi-disciplinary and cross-institutional group of faculty and staff, launched *discovery*. The discovery process included identifying what the VSC is doing well in regards to facilities, and where it could do better. Additionally, the group identified a series of *design principles* aimed at guiding the facilities planning work throughout the rest of transformation.

The group completed the *discovery* and *design principles* work in January. The following are the key principles they feel should guide the facilities planning work as we develop our strategic facilities plan.

Building Usage Principles

- There will be a focus on making decisions using data and financial analysis that will support the Vermont State College's need for financial sustainability all while meeting the needs of Vermont learners.
- The plan must lower the total cost of ownership of our facilities or increase the revenue potential.
- The buildings must be accessible to all.

Maintenance and Renovation Principles

- When considering maintenance and renovation projects we will choose projects that will reduce our deferred maintenance and allow us to move to a proactive, instead of reactive, stance.
- We will incorporate systems that will allow us to collect data such as the installation of meters that will support our financial analyses.

Energy Consumption Principles

- An energy management plan with clear goals and objectives will reduce our energy consumption.
- A utilities master plan will ensure that we upgrade systems proactively to increase efficiency.
- Where possible we will partner with outside experts, such as Efficiency Vermont, to make decisions that are grounded in best practices and research.

ITEM 10:

Resolution 2022-002: Approval of 10 Year Strategic Facilities Plan

VERMONT STATE COLLEGES SYSTEM
BOARD OF TRUSTEES
RESOLUTION 2022-002

Approval of 10 Year Strategic Facilities Plan

- WHEREAS, Act 74 of 2021 requires the VSC Board of Trustees to develop and implement a 10-year strategic plan for managing its physical assets that is fiscally sustainable, maintains reasonable net asset value, and meets the needs of Vermont learners; and
- WHEREAS, The approved plan must be presented to the House Committee on Corrections and Institutions and the Senate Committee on Institutions on or before March 1, 2022; and
- WHEREAS, Act 74 of 2021 requires the VSC to maintain its present campus locations as educational and student-support centers, recognizing that overall campus size, governance and operational structures as well as program and service offerings may change as circumstances require, and
- WHEREAS, The VSC has completed the foundational work necessary to develop a 10-year strategic plan for managing its physical assets as required by Act 74, and
- WHEREAS, The VSC has completed facilities planning discovery and developed design principles; and
- WHEREAS, The VSC has developed a 10-year strategic facilities plan road map for managing its physical assets in a fiscally sustainable manner, while maintaining net asset value, and meeting the needs of Vermont learners; and
- WHEREAS, The Finance and Facilities Committee of the Board of Trustees has reviewed the foundational materials and 10-year strategic facilities plan and finds them satisfactory; therefore, be it
- RESOLVED, That the Board of Trustees of the Vermont State Colleges approves the 10-year strategic facilities plan; and be it further

RESOLVED, That the Chancellor is directed to implement the 10-year strategic facilities plan and provide regular progress updates to the Finance and Facilities Committee.

Approved: _____

Lynn Dickinson, Chair of the Board of Trustees