

Minutes of the VSCS Board of Trustees Finance and Facilities Committee meeting held Monday, February 7, 2022 at 2:00 p.m. via Zoom - APPROVED

The Vermont State Colleges Board of Trustees Finance and Facilities Committee met on Monday, February 7, 2022 via Zoom.

Committee members present: David Silverman (Chair), Adam Grinold (Vice Chair), Lynn Dickinson, Bill Lippert, Jim Masland (2:06 p.m.), Shawn Tester, Sue Zeller

Other Trustees present: Karen Luneau, Mary Moran

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 Governmental & External Affairs
Jen Porrier, Administrative Director
Sharron Scott, Chief Financial and Operating Officer
Mike Stevens, Manager of Transformation Projects & Planning
Toby Stewart, System Controller
Lit Tyler, Lead Financial Analyst
Patty Turley, General Counsel
Meg Walz, Director, Project Management
Sophie Zdatny, Chancellor

From the Colleges: Nolan Atkins, Provost, Northern Vermont University
Roy Brock, Dean of Administration, Northern Vermont University
Sarah Chambers, Coordinator of Instructional Technology, Castleton University
Laura Jakubowski, Chief Budget & Finance Officer, Castleton University
Andy Pallito, Dean of Administration, Community College of Vermont
Dannielle Spring, Chief Budget & Finance Officer, Northern Vermont University
David Rubin, Dean of Administration, Vermont Technical College

From the Public: Ditee Hossain, Facilities Planning Analyst, Gordian

Pete Zuraw, VP Marketing & Development, Gordian

1. Chair Silverman called the meeting to order at 2:00 p.m.
2. Consent Agenda
 - a. Approval of December 13, 2021 Meeting Minutes
 - b. Northern Vermont University -Cathy Higley Graduate Scholarship
 - c. ARPA Funded Grants – Scholarships and Pandemic Deficits / Bridge Funding

Trustee Grinold moved and Trustee Dickinson seconded the motion to approve the consent agenda. The motion was approved unanimously.

3. Review and Discuss: FY2022 2nd Quarter Financial Statements

Chief Financial and Operating Officer Sharron Scott presented a brief progress update on the FY2022 2nd Quarter financial results which can be found [here](#).

4. Review and Discuss: Gordian Space Utilization Study Presentation

Chair Silverman introduced Ditee Hossain and Pete Zuraw of Gordian who presented the results of the space utilization study. Gordian's Space Utilization Analysis can be found [here](#) on pages 37-71. Robust discussion followed with questions from Trustees and other meeting attendees.

5. Review, Discuss and Approve: Strategic Facilities Plan

CFOO Scott and Manager of Transformation Projects and Planning, Mike Stevens, presented the 10 Years Strategic Facilities Plan which can be found [here](#). Transformation of our facilities will be necessary to achieve financial sustainability. Act 74 requires the Board of Trustees to develop a 10-Year Strategic Plan for Facilities before March 1, 2022. Over the last several months the Committee has received information about the condition of facilities, as well as their utilization. At this meeting, the Committee reviewed the proposed plan.

Trustee Grinold moved and Trustee Masland seconded the motion to recommend to the Board the approval of Resolution 2022-002: Approval of 10 Year Strategic Facilities Plan. The motion was approved unanimously.

6. Review, Discuss and Approve: FY2023 Tuition, Fees, Room and Board

Chair Silverman stated that the Chancellor recommended a freeze on tuition for the 2022-2023 academic year, and a 3% increase in tuition. The rationale for the proposal can be found [here](#) on

pages 82-83 and the revised rate table is available on pages 84-86. Chancellor Zdatny added that the tuition freeze this year was well received by students and the legislature. The Chancellor reiterated the importance of affordability as one of the Board adopted strategic priorities and this tuition freeze is meaningful in that endeavor.

Trustee Tester moved and Trustee Dickinson seconded the motion to recommend to the Board the approval of Resolution 2022-003: AY2022-2023 Tuition Freeze. The motion was approved unanimously.

7. Review and Discuss: FY2023 1st Pass Budget

Chair Silverman informed the committee that the system-wide budget process includes three opportunities for review by the Finance and Facilities Committee prior to approval by the full Board in June. CFOO Scott presented the first pass of this budget which can be found [here](#) on pages 88-92. Ms. Scott stated the second pass occurs on April 11th and the third pass on May 23rd. Chair Silverman requested an update on the budget proposal sooner than April 11th and it was agreed that a brief meeting would be scheduled for early March. By way of guidance, the Committee requested that the update seek a conservative revenue outlook, ways in which \$6M in savings can be achieved, some level of funding for capital expenditures and transformation, and begin identifying capital expenditure projects that could be funded in the event revenue is greater than the more conservative outlook.

8. Review and Approve: Extension of Suspension of Policy 403 and 407

Chair Silverman reminded the committee that in August 2020 the Board of Trustees suspended Policy 403: *System Annual Operating Budgets* and Policy 407: *Responsibility for Deficits Incurred after June 30, 1979* through development of the FY22 budget. The policies were suspended at that time because it was unclear what the path forward for the VSC would look like. Management requested that the trustees consider further extension of these policy suspensions through the development of the FY23 budget to give time to develop carefully calibrated policies that build financial sustainability, enhance our ability to serve Vermont and prevent unintended consequences. Chancellor Zdatny added that a requirement of Act 74 is that the Board ensures it implements all policies or take action to suspend those that are not in service. Further rationale for continuing the policy suspensions can be found on [here](#) on page 94.

Trustee Grinold moved and Trustee Lippert seconded the motion to recommend to the Board the approval of Resolution 2022-004: Suspension of Policy 403 and Policy 407. The motion was approved unanimously.

9. Other Business

There was no other business.

10. Public Comment

There was no public comment

11. Adjourn

Chair Silverman adjourned the meeting at 4:36 p.m.