

**Minutes of the VSCS Board of Trustees Meeting held Monday, May 16, 2022, at 1:00 p.m.  
via ZOOM – APPROVED**

The Vermont State Colleges Board of Trustees met on Monday, May 16, 2022, via ZOOM.

Board members present: Megan Cluver (Vice Chair), Janette Bombardier, Ryan Cooney, David Durfee, Bill Lippert, Karen Luneau (2:06 p.m.), Jim Masland, Mary Moran, David Silverman, Shawn Tester, Sue Zeller

Absent: Lynn Dickinson, Adam Grinold, Shirley Jefferson

Presidents: Joyce Judy, John Mills, Pat Moulton

Chancellor's Office Staff: Donny Bazluke, Network/Security Analyst  
Kellie Campbell, Chief Information Officer  
Wilson Garland, Director of Transformation Projects  
Kathrine Levasseur, Director of External and Government Affairs  
Jen Porrier, Administrative Director  
Sarah Potter, Chief Human Resources Officer  
Sharron Scott, Chief Financial/Operations Officer  
Toby Stewart, System Controller  
Patty Turley, General Counsel  
Sophie Zdatny, Chancellor  
Yasmine Ziesler, Chief Academic Officer

From the Colleges: Nolan Atkins, Provost, Northern Vermont University  
Jae Basiliere, Director, Center for Teaching & Learning, Northern Vermont University  
Roy Brock, Dean of Administration & Finance, Northern Vermont University  
Mary Brodsky, Executive Director Human Resources, Diversity, Equity, and Inclusion, Community College of Vermont  
Sarah Chambers, Coordinator of Instructional Technology, Castleton University  
Laura Jakubowski, Chief Budget & Finance Officer, Castleton University  
Kathleen Mason, Coordinator for Diversity, Equity and Inclusion, Vermont Technical College  
Dannielle Spring, Chief Budget & Finance Officer, Northern Vermont University  
Beth Walsh, President, VSCUP, Northern Vermont University

1. Vice Chair Cluver called the meeting to order at 1:00 p.m.

2. Approval of April 18, 2022 Meeting Minutes

**Trustee Masland moved and Trustee Moran seconded the motion to approve the minutes from the April 18, 2022 meeting. The motion was approved unanimously.**

3. Report from Executive Committee

- a. Motion/vote amendment to Bylaws
- b. Review revised Gap Analysis
- c. Overview of Onboarding Process for Trustees

Vice Chair Cluver provided an overview of the May 2<sup>nd</sup> Executive Committee meeting reporting on items planned for discussion at the June 16<sup>th</sup> Board meeting. These include the possible reactivation of the LRPC, and solicitation of feedback from the Board on self-assessment and professional development for the Annual Retreat in September.

General Counsel Patty Turley gave an overview of the proposed amendment to the bylaws to provide that the Board appoints the Executive Director of the Workforce Development Division.

**Trustee Zeller moved and Trustee Silverman seconded the motion to approve the amendment to the VSC Bylaws. The motion was approved unanimously.**

Chancellor Zdatny presented an updated Gap Analysis that can be found [here](#) on page 12. Based on the feedback received at the Executive Committee, adjustments were made and areas of key focus were identified for the Board to address at the June 16<sup>th</sup> meeting.

Administrative Director Jen Porrier shared an overview of the Onboarding Process developed for Trustees - highlighting the onboarding checklist and showed a page from the Onboarding packet containing helpful links for reference. These documents can be viewed [here](#) on pages 14 and 15.

4. Report from DEI Committee

- a. Motion/vote on VSCS Diversity Statement

Trustee Cooney provided a report from the recent DEI Committee, which was informational only due to the lack of a quorum. The Committee received informational reports from the VSCS DEI Transformation Work Group and the Student Diversity and Inclusion Task Force. The Task Force is comfortable with the status of the pledge at this time and is planning to rollout the pledge during orientation and Welcome Week at the campuses.

Mary Brodsky, Executive Director of Human Resources and Diversity at Community College of Vermont then shared the background for creating the VSCS Diversity Statement. Kathleen Mason, Coordinator for Diversity, Equity and Inclusion at Vermont Technical College discussed the process for incorporating feedback received from stakeholders, most of which was overwhelmingly positive. Jae Basiliere, Northern Vermont University's Director of the Center for Teaching and Learning spoke about taking the statement on a listening tour across the campuses and the Chancellor's Office to gather input and feedback and while answering questions and providing helpful insight..

**Trustee Cooney moved and Trustee Moran seconded the motion to approve the VSCS Diversity Statement. The motion was approved unanimously.**

5. Report from Audit Committee

Trustee Zeller shared that on May 9<sup>th</sup> the Audit Committee received an update from O'Connor and Drew regarding audit planning for the single audit and the financial audit. The committee also reviewed and approved the internal audit on chart of accounts. The internal audit consultant leading the effort, Mary Wheeler of NACUBO, shared several recommendations that will be implemented in the coming months. Finally, the committee received an update from Chief Information Officer Kellie Campbell and Cyber Security Officer Tony Hashem regarding Vermont State College's cybersecurity program.

6. NBRC Grant

Chief Financial and Operating Officer Sharron Scott explained that the Northern Borders Regional Commission requires confirmation of who has legal authority to sign documents on behalf of the system should the VSC be successful in securing a grant from NBRC. This resolution designates either Chancellor Zdatny or CFOO Scott to serve as authorized signers. This grant opportunity is for equipment for the VSC telepresence at nursing sites.

**Trustee Cluver moved and Trustee Moran seconded the motion to approve Resolution 2022-008, NBRC Authorized Signers. The motion was approved unanimously.**

7. Legislative Update

Director of Governmental and External Affairs, Katherine Levasseur shared an update from the recently adjourned state legislature. The finalized budget that is now with the Governor for his consideration includes an approved \$60.4 million for the Vermont State Colleges which is a \$10 million increase to the annual base appropriation, bringing it up from \$35.5 million to \$45.5 million, plus \$14.9 million in one-time bridge funding in federal ARPA funds. This is the largest single-year increase in the VSC history and signals the legislature's support for the ongoing transformation work. This puts the VSC just \$2.5 million shy of the \$48 million annual appropriation recommended by the *Select Committee on the Future of Public Higher Education in Vermont*. In the state capital bill, the VSC received an additional \$900,000 to support capital transformation planning and \$800,000 to renovate and build nursing simulation labs. Finally, the workforce development bill has many grant opportunities, forgivable loans, and other scholarships that will benefit students, faculty, and staff, especially in nursing programs and the trades. When scholarship funds allocated to VSC students in the FY22 Budget Adjustment Act are included, the VSC total this legislative session is \$71.8 million.

8. Resolution Honoring the Service of Student Trustee Ryan Cooney

Vice Chair Cluver extended congratulations to Trustee Cooney on his graduation from the Professional Pilot Technology Program at Vermont Technical College and thanked him for his tenure and service on the Board of Trustees for the past two years.

Trustee Silverman read the Resolution honoring Trustee Cooney into the record and gratitude and congratulations were expressed by the full Board of Trustees. Vermont Technical College President Pat Moulton added words of recognition and congratulations. Trustee Cooney thanked the Board and wished them luck and great success moving forward.

**Trustee Lippert moved and Trustee Moran seconded the motion to approve Resolution 2022-009, Honoring the Service of Student Trustee Ryan Cooney. The motion was approved unanimously.**

9. Comments from the public

There were no comments from the public.

10. Executive Session

**At 1:57 p.m. Trustee Silverman 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. He further moved that the Board enter executive session pursuant to 1 V.S.A. § 313(a)(2) to discuss a real estate matter and 1 V.S.A. § 313(a)(1)(A) to discuss contracts because premature general public knowledge would clearly place the public body involved at a substantial disadvantage. Along with the members of the Board present at this meeting, the Board invited the Chancellor, and President Moulton to attend the executive session initially. Upon Presidents Moulton's exit from executive session, the Board invited the CFO/COO, the General Counsel, the Chief Human Resources Officer, and the Director of Transformation Projects to attend. Trustee Moran seconded the motion and it was approved unanimously.**

The Board exited executive session at 3:23 p.m.

**Trustee Cooney moved and Trustee Moran seconded the motion to approve Resolution 2022-011, Appointing Patricia Moulton as Executive Director of Workforce Development Division. The motion was approved unanimously.**

The Director of Transformation Projects Wilson Garland shared a presentation on Shared Services that can be found [here](#). Chief Information Office Kellie Campbell shared specifics on the IT aspects of the shared services.

**Trustee Cluver moved and Trustee Cooney seconded the motion to approve the proposed definition of Shared Services as outlined in the presentation; to move forward with the development of a shared services model of Information Technology, Finance, and Human Services, with Information Technology to move forward first; and directed the Director of Transformation Projects and the Chief Information Office to present a model for shared services of Information Technology at the upcoming Board meeting on June 16. The motion was approved unanimously.**

11. Additional Business

Chancellor Zdatny shared information regarding the passage of Senate Bill 283 which directs that certain immigrants be eligible to receive in-state tuition at the Community College of Vermont. As a result, VSC Policy 301 will be updated to include the new law and brought before the EPSL Committee for its consideration. Chancellor Zdatny asked for feedback from the Board as to the Trustees' interest in extending this provision to eligible immigrants who seek

to attend other institutions within the system. There was consensus that this was agreeable to the Board.

Community College of Vermont President Joyce Judy reminded the Trustees that they are invited to attend CCV's Graduation at the Norwich University Campus on June 4<sup>th</sup> at 2:00 p.m.

Vice Chair Cluver adjourned the meeting at 3:49 p.m.