

Minutes of the VSCS Board of Trustees Finance and Facilities Committee meeting held Monday, October 17, 2022 at 2:45 p.m. via Zoom - APPROVED

The Vermont State Colleges Board of Trustees Finance and Facilities Committee met on Monday, October 17, 2022 via Zoom.

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

Other Trustees Present: Megan Cluver, David Durfee, Mary Moran

Presidents: Parwinder Grewal, Joyce Judy

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 and Governmental Affairs
Pat Moulton, Executive Director, Workforce Development
Jen Porrier, Administrative Director
Sarah Potter, Chief Human Resources Officer
Sharron Scott, Chief Financial and Operating Officer
Toby Stewart, System Controller
Littleton Tyler, Lead Financial Analyst
Patty Turley, General Counsel
Yasmine Ziesler, Chief Academic Officer

From the Colleges: Jae Basiliere, Chief Diversity Officer, Northern Vermont University
Kelley Beckwith, Vice President, Student Success, Castleton University
Sarah Chambers, Coordinator of Instructional Technology, Castleton University
Laura Jakubowski, Chief Budget & Finance Officer, Castleton University
Maurice Ouimet, Dean of Enrollment, Castleton University
Andy Pallito, Dean of Administration, Community College of Vermont
David Rubin, Dean of Administration, Vermont Technical College

Dannielle Spring, Chief Budget & Finance Officer, Northern Vermont University
David Tabaruka, Controller, Community College of Vermont
Beth Walsh, President, VSCUP, Northern Vermont University

1. Chair Silverman called the meeting to order at 2:45 p.m.
2. Public Comment

There was no public comment.

3. Approve August 22, 2022 Meeting Minutes

Trustee Zeller moved and Trustee Masland seconded the motion to approve the minutes of August 22, 2022. The motion was approved unanimously with one abstention.

4. Review and Approve: Endowment Requests

Chair Silverman introduced two Endowment requests to the committee: the William Fosbrook Aviation Scholarship for students in the Professional Pilot Program at Vermont Tech, and the Ian Muller Memorial Endowment for Veterans attending the NVU-Lyndon campus. Chair Silverman then invited President Grewal to share information regarding each request.

President Grewal requested approval of the William Fosbrook Aviation Scholarship for students in the Professional Pilot Program in the amount of \$22,437.31. An additional unrestricted gift in the amount of \$20,000.00 will be used to fund awards to current students while the endowment accrues interest.

Trustee Zeller moved and Trustee Masland seconded the motion to recommend to the Board that it approve the William Fosbrook Aviation Scholarship Endowment Request. The motion was approved unanimously.

President Grewal requested approval as the Ian Muller Memorial Endowment for NVU-Lyndon veterans in the amount of \$20,000. Chair Silverman added that Ian Muller was a United States Marine and native of Danville who attended Lyndon State College from 2006-2007. He tragically died in Afghanistan in 2011, while conducting combat operations. Lyndon hosts an annual Rail Jam in Ian's honor, typically in connection with the Veteran's Summit.

Trustee Tester moved and Trustee Grinold seconded the motion to recommend to the Board that it approve the Ian Muller Memorial Endowment. The motion was approved unanimously.

5. FY2022 Financial Performance Review

Chief Financial and Operating Officer Sharron Scott presented the FY2022 Financial Performance and Fiscal Measures. These slides can be found [here](#) on pages 1-11. CFOO Scott noted that performance was stronger than budget due to the continued infusion of cash from HEERF and ARPA, as well as stronger enrollment and room participation, coupled with strong budget management by presidents. CFOO Scott shared the FY2022 financial ratios with the Committee. The ratios, including the Composite Financial Index, are universally favorable for the second year in a row. The ratio improvements were driven by a combination of increases to the state appropriation and one-time bridge funding, and the receipt of Higher Education Emergency Relief and American Rescue Plan Act funds. As these one-time infusions taper off, the ratios are expected to decline to the lower end of each ratio's target.

6. Review and Approve: Institutional Carryforward Requests

- a. Community College of Vermont
- b. Vermont Technical College

Chair Silverman invited Community College of Vermont President Judy to summarize the carryforward request for CCV. President Judy shared that CCV would like to use the one-time money for strategic one-time investments. A summary of these requests can be found [here](#) on page 23.

Trustee Zeller moved and Trustee Tester seconded the motion to recommend to the Board that it approve the Community College of Vermont's request for carryforward funds. The motion was approved unanimously.

President Grewal summarized the requests for Vermont Technical College's carry forward funds. Vermont Tech intends to use a portion of these funds to transform its agricultural program and facilitate the creation of a Center for Agriculture and Food Entrepreneurship at Vermont Tech and the future VTSU. A complete summary of Vermont Tech's request can be found [here](#) on page 24.

Trustee Zeller moved and Trustee Dickinson seconded the motion to recommend to the Board that it approve Vermont Technical College's request for carryforward funds. The motion was approved unanimously.

7. FY2023 1st Quarter Review

CFOO Scott provided a brief update on FY2023 1st Quarter results. These slides can be found [here](#) on pages 13-16. Overall, performance for FY2023 is forecasted to be stronger than budget. This change is driven largely by improvements at Vermont State University, with the Northern Vermont University campuses' significantly better than budget enrollment performance.

8. Governmental Affairs Update

- a. General Fund Budget Request
- b. State Capital Budget Request

Katherine Levasseur, Director of External and Governmental Affairs, provided an update on the VSC's budget requests, which included a total General Fund request of \$63.35 million. This includes requests for a \$48 million base appropriation, \$9 million for FY2024 one-time Bridge Funding, \$6 million to reduce CCV's tuition by 25%, and \$350,000 of one-time funding to grow VTSU's restorative justice program. The base and bridge requests conform to the Select Committee's recommendations.

Additionally, Ms. Levasseur shared the VSCS submitted a Capital funding request for both FY2024 and FY2025 of \$12.2 million. This request breaks down into \$6.3 million for major maintenance, \$1.1 million for transformation, and \$4.8 million to fund major renovations at Vail Hall in Lyndon and Green Hall at Randolph. Both the budget and capital bill requests will now be considered by the Governor and his team.

9. Base Appropriation Design Principles Discussion

Chair Silverman reminded the committee that the Business Affairs Council asked the Finance & Facilities Committee to weigh in on the critical factors associated with the allocation of the base appropriation. The background materials and questions can be found [here](#) on pages 36-41. A robust discussion with the Trustees and Presidents provided many topics for further exploration. CFOO Scott and the Business Affairs Council were tasked with bringing allocation proposals to the Committee at its next regularly scheduled meeting.

10. What-If Scenario Discussion

Chair Silverman explained that the financial analysis team has been working to extend a modeling tool to test various scenarios and the potential impact on Vermont State University's budget. He then introduced Lead Financial Analyst Littleton Tyler who shared information about the work. Mr. Tyler shared a developmental version of the tool with the Committee and requested input from the committee on additional concepts to build out a more robust tool.

11. Other Business

There was no other business.

Chair Silverman adjourned the meeting at 4:41 p.m.