

**Minutes of the VSCS Board of Trustees' Education, Personnel, and Student Life
Committee meeting held Monday August 14, 2023 at 1:00 p.m. via Zoom - APPROVED**

The VSCS Board of Trustees Education, Personnel, and Student Life Committee met on Monday, August 14, 2023 via Zoom.

Committee Members present: Megan Cluver (Chair), Karen Luneau (Vice Chair), Janette Bombardier, Jim Masland (1:07 p.m.), Shirley Jefferson, Perry Ragouzis

Absent: Mary Moran

Other Trustees present: Lynn Dickinson, David Durfee, Bill Lippert, Sue Zeller

Committee Liaisons: Hilary Linehan, representing staff of VTSU to EPSL Committee
Katherine Penberthy, CCV Faculty Liaison to EPSL Committee
Joan Richmond-Hall, representing faculty of VTSU to EPSL Committee
Erin Wetherell, CCV Staff Liaison to EPSL Committee

Presidents: Joyce Judy, Mike Smith (Interim)

Chancellor's Office Staff: Wilson Garland, Director of Transformation
Katherine Levasseur, Director of Governmental & External Affairs
Jen Porrier, Administrative Director
Sophie Zdatny, Chancellor
Yasmine Ziesler, Special Assistant to the Chancellor

Shared Services: Donny Bazluke, Network/Security Analyst
Kellie Campbell, Chief Information Officer
Sarah Chambers, Director of Learning Technologies
Pat Moulton, Executive Director of Workforce Development
Sarah Potter, Chief Human Resources Officer
Kathryn Santiago, Associate General Counsel
Sharron Scott, Chief Financial/Operations Officer
Patty Turley, General Counsel
Meg Walz, Director, Project Management

From the Colleges: Nolan Atkins, Provost, Northern Vermont University and Vermont State University
Kelley Beckwith, Vice President of Student Success, Vermont State University

Maurice Ouimet, Vice President of Admissions, Vermont State University
Debby Stewart, Dean of Academic Affairs, Community College of Vermont
Littleton Tyler, Assistant Vice President, Finance & Compliance, Vermont State University

1. Call to Order

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

2. Comments from the Public

There were no comments from the public.

3. Approval of May 22, 2023 Meeting Minutes

Trustee Luneau moved and Trustee Bombardier seconded the motion to approve the May 22, 2023 meeting minutes. The motion was approved unanimously.

4. Summer flooding update for Vermont State University campuses

Vermont State University President Mike Smith shared updates from the Vermont State University campuses in response to the flooding. President Smith voiced his pride in the actions by his entire organization, including Vice President Sarah Truckle and Dean Jonathan Davis and their work with the state's emergency efforts. The Red Cross ran a shelter on the Johnson campus for 16-17 families, which closed on August 4th. FEMA is still running disaster relief out of the Johnson campus and the town of Johnson has relocated its operations to the campus. Housing for FEMA volunteers was offered on the Randolph campus, but the offer was not taken up. The Johnson campus was closed on July 10-11. All the other campuses remained open but employees who were able to work from home were given the option to do so. Employees were encouraged to use the Employee Assistance Program and a check-in email was sent to students. Employees were directed to the state's website to donate to flood relief and volunteer to assist with the recovery. A transformer in the flooded basement of Green Hall on the Randolph Campus failed and there were some leaky roofs, such as in Stearns at the Johnson campus.

Community College of Vermont President Joyce Judy shared that some staff were severely impacted by the flooding, with a couple of employees choosing to relocate out of state. CCV was very fortunate this time around as compared to Tropical Storm Irene, after which CCV was without its computer system for a week. President Judy expressed her pride in her staff as they assisted populations across the state during the recovery efforts.

5. Fall enrollment updates

Maurice Ouimet, Vice President of Admissions, shared that operations are moving forward smoothly as VTSU approaches move in-day. New student numbers total about 1,400, about 19% behind last year's number, whereas the number of graduate students (around 125-140) is

comparable to last year. Kelley Beckwith, Vice President of Student Success, informed the committee that the number of returning students is equal to last year.

President Judy shared that CCV just finished their summer semester with a 1% increase in enrollment. CCV had 2,900 students taking 300 courses. Summer semester has become increasingly significant from a budget perspective as CCV enrolls about half as many students in the summer, as compared to the fall and spring semesters. CCV's fall enrollment is almost on par with the previous year, with three weeks remaining in the registration period. President Judy noted that 3,600 students have already registered for the fall and CCV expects about 5,000 students will be registered by the time the fall semester launches. Applications for new students are up from the previous year, and the state is supporting a lot of new programs addressing affordability at CCV. President Judy promised a complete update at the upcoming retreat on September 19th.

6. Student Success priorities at Vermont State University for 2023-2024

VP Beckwith shared a presentation on student success, which can be found [here](#) on pages 9-16. These priorities include implementing the shared advising model; target outreach and programming to improve student outcomes; and embedding DEISJ throughout Student Success and the university. VP Beckwith then provided a live demonstration of the VTSU Student Success Resources landing site. Additional student success initiatives include a Retention & Completion Committee, a Student Success Strategic Plan, a Complete College Accelerator Project, monthly staff meetings, campus team meetings, bi-annual team building events and trainings, and assessment and continuous improvement based on data. The committee requested a follow-up on the student success metrics at the next EPSL meeting (which is scheduled for October 30th).

7. Overview of VSC academic programs and Vermont workforce alignment

Chief Academic Officer Yasmine Ziesler provided an overview of VSC academic programs and Vermont workforce alignment. That presentation can be found [here](#) on pages 18-35. Dr. Ziesler illustrated the VSC Program enrollment distribution in the areas of business/finance/sales, management/administrative/legal, education, construction, healthcare, transportation, engineering/manufacturing, community/protective/social services, computers and math, arts/design/entertainment/media, personal care and services, and agriculture and natural resources.

8. Update on Vermont State University "Connections" general education program

Provost Nolan Atkins provided an update on the ongoing work to launch the first phase of Vermont State University's Connections General Education program for the fall. The faculty has focused its efforts on the Connections Seminar 1 this summer, which is meant to build connection to the campus and the student's program.

9. Vermont State University "Optimization 2.0"

President Smith provided an update on the work of the Optimization 2.0 working group. The team has met four times and has developed a charter. He described optimization as the optimal

class size, which is about 18 students per class – for increased financial stability, for a better student experience, and to remain competitive with peer organizations. VTSU’s current class sizes vary across the campuses but work is underway to achieve the target of an average 18 students per class. President Smith has asked the group to complete their work by October 1st so that it can then be submitted to the faculty assembly for its consideration in October. President Smith warned that this process will likely generate disagreement and take several years to implement.

10. Other Business

There was no other business.

Chair Cluver adjourned the meeting at 2:41 p.m.