MEMORANDUM

TO: Vermont State Colleges Board of Trustees

FROM: Dr. Elizabeth Mauch, Chancellor

DATE: October 28, 2026

RE: VSC Board of Trustees Annual Retreat November 2 & 3

The VSC Board of Trustees is scheduled to meet for its Annual Retreat on Monday & Tuesday, November 2nd and 3rd, 2026 beginning at 10:30 a.m. on the first day at von Trapp Family Lodge & Resort, 700 Trapp Hill Rd, Stowe, Vermont and at www.vsc.edu/botzoom.

The meeting will a call to order, public comment and a presentation on Unity of the System. The board will then go into executive session for the remainder of the day. The board is scheduled to recess for lunch at 12:00 p.m. for one hour and is expected to conclude the executive session by 5:00 p.m. There will be a reception and dinner in the hotel dining room beginning at 6:00 p.m.

The board will resume the meeting on Tuesday at 9:00 a.m. with a call to order and approval of prior meeting minutes. The board will then hear reports from the committees, a presentation on Affirmation of the VSC Mission, reports from the presidents, and a report from the Chancellor. Following any other business the board will adjourn for training and lunch. The retreat will conclude at 1:00 p.m.

Please contact the board assistant at 802-224-3021 with any questions.

CC: Committee liaisons
Vermont Department of Libraries
VSC Presidents & Vice Chancellors

Vermont State Colleges Board of Trustees
Monday, November 2 & 3, 2026 at 10:30 a.m.[1]
von Trapp Family Lodge & Resort, 700 Trapp Hill Rd, Stowe
Live session: vsc.edu/botzoom | Stream: vsc.edu/live

AGENDA

1. Call to order
2. Public comment[2]
3. Unity and the System: Presentation on VSC organization
4. Executive Session to discuss confidential communications with General Counsel, records not subject to public records, employment of public employees, labor relations, real estate.

Recess for lunch 12:00 – 1:00 p.m. Recess for evening at approximately 5:00 p.m.

Tuesday, November 3, 2026

Meeting resumes at 9:00 a.m.

5. Call to order
6. Vote: Approval of Minutes of October 12, 2026
7. Committee Reports
    a. Audit & Risk Management
        i. Vote: Approve Resolution 2026-012 Acceptance of the Audited Financial Statements
    b. Diversity, Equity and Inclusion
    c. Education, Personnel, and Student Life
        i. Vote: Approve Resolution 2026-011, Policy 109 Reports
        ii. Vote: Approve Guiding Principles
    d. Finance & Facilities
        i. Vote: Approve VMEC five-year NIST grant renewal
        ii. Vote: Approve VTSU Scholarship Endowment Actions
        iii. Vote: Approve CCV FY2026 Surplus Allocation to Endowment
        iv. Vote: Approve AY 2027-28 Tuition and Fee Proposals
        v. Vote: Approve VTSU Military-Affiliated Tuition Rate
        vi. Vote: Approve VTSU New Financial Aid Initiatives
        vii. Vote: Approve Procurement and Contracting Policy Revision
    e. Nominating
    f. Executive
8. Affirmation of the VSC Mission
9. Report from the presidents
    a. VTSU
    b. CCV

[1] Or 15 minutes following the Finance & Facilities Committee meeting.
[2] Sign up for public comment at vsc.edu/signup. You must be present or logged in to the live session at vsc.edu/botzoom to make a comment.

10. Report from the Chancellor
11. Other business
12. Adjourn

Retreat concludes at approximately 1:00 p.m. after training and lunch.

MATERIALS

1. October 12, 2026 minutes
2. Resolution 2026-012 Acceptance of the FY2026 Audited Financial Statements
3. Resolution 2026-011 Approval of Policy 109 Reports
4. Guiding Principles for Labor and Employee Relations
5. VMEC five-year NIST grant renewal
6. VTSU Scholarship Endowment Actions
7. CCV FY2026 Surplus Allocation to Endowment
8. AY 2027-28 Tuition and Fee Proposals
9. VTSU Military-Affiliated Tuition Rate
10. VTSU New Financial Aid Initiatives
11. Procurement and Contracting Policy Revision
12. Conflict of Interest Form

Minutes of the VSC Board of Trustees meeting held Monday, October 12, 2026 at 10:00 a.m. at vsc.edu/botzoom.] – UNAPPROVED

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

The VSC Board of Trustees met on Monday, October 12, 2026 at 10:00 a.m. at vsc.edu/botzoom.

Attendance

Trustees:	Lynn Dickinson (Chair), Betsy Ide Bloomer, Janette Bombardier, Megan Cluver (Vice Chair), Kamryn Devero (10:14 a.m.), David Durfee, Bob Flint, Shirley Jefferson, Rebecca Kapsalis, John Kascenska, Marc Mihaly, David Silverman, Sue Zeller
Absent:	Gwen Bailey-Rowe
Other Attendees:	Sarah Chambers, IT Support Kayla Dewey, Executive Assistant Patty Turley, General Counsel
On-site attendees:	A physical meeting location was designated at CCV Montpelier (660 Elm Street, Montpelier, VT 05062), room 113. No attendees were present.

1. Call to Order

Chair Dickinson called the meeting to order at 10:00 a.m.

2. Public Comment

There was no public comment.

3. Nominating Committee report & election of board-appointed trustee, Rebecca Kapsalis

Chair Dickinson invited Trustee Bombardier to give the report. Trustee Bombardier reported that the committee met on September 14 to discuss nomination of Rebecca Kapsalis to the vacant board-elected seat. Trustee Bombardier introduced Ms. Kapsalis, gave a brief description of her background and reported that the committee voted to recommend Ms. Kapsalis as the nominee to the full board.

Trustee Bombardier moved and Trustee Zeller seconded the motion to elect Rebecca Kapsalis to the board for a term beginning immediately and terminating on March 1, 2029. The motion was approved unanimously.

4. Executive session

UNAPPROVED

At 10:09 a.m. Trustee Dickinson moved and Trustee Zeller seconded the motion for the Executive Committee of the VSC Board of Trustees enter executive session to pursuant to 1 V.S.A. § 313(a)(3) to discuss the employment of public official. Along with the members of the board present at this meeting, in its discretion, the committee invited the chancellor and general counsel to attend. The motion passed unanimously.

The committee exited executive session at 10:49 a.m. and took no action.

5. Other Business

There was no other business.

6. Adjourn

Chair Dickinson adjourned the meeting at 10:50 a.m.

UNAPPROVED

VERMONT STATE COLLEGES SYSTEM
BOARD OF TRUSTEES
RESOLUTION 2026-12

Acceptance of the FY 2026 Audited Financial Statements

WHEREAS, The Vermont State Colleges System engaged Withum to perform the FY 2026 financial statement audit and Uniform Guidance Single Audit, and Withum has completed its audit of the financial statements; and

WHEREAS, The Office of Management and Budget has not yet issued the final FY 2026 Compliance Supplement required for completion of the Uniform Guidance Single Audit, resulting in the deferral of that portion of the audit until the necessary federal guidance becomes available; and

WHEREAS, The Board's Audit and Risk Management Committee has reviewed the FY 2026 audited financial statements and recommends their acceptance by the Board of Trustees;

RESOLVED, That the Board of Trustees of the Vermont State Colleges System hereby accepts the FY 2026 audited financial statements as presented by Withum.

VERMONT STATE COLLEGES
BOARD OF TRUSTEES
RESOLUTION No. 2026 – 011

Acceptance of AY2025-2026 Policy 109 Reports and Chancellor's Recommendations

WHEREAS, The Vermont State Colleges ("VSC") Board of Trustees, through Policy 109, Annual Review of Existing Academic Programs, charges the member institutions with conducting an annual review of the academic program array using enrollment, retention, graduation, workforce alignment, and cost effectiveness data; and

WHEREAS, Policy 109 calls for the institutions to submit summary reports that address key discoveries from the data and explain institutional plans for acting on that data; and

WHEREAS, Policy 109 calls for the Chancellor to review the reports of the member institutions and provide a recommendation to EPSL regarding the reports and any additional action steps that may be warranted; and

WHEREAS, The Chancellor has reviewed CCV's report and has recommended to EPSL the acceptance and affirmation of that report including CCV's continued monitoring of the manufacturing certificate including successful transferability to VTSU; and

WHEREAS, The Chancellor has reviewed VTSU's report and has recommended to EPSL the acceptance and affirmation of that report and actions, including the development of an Academic Portfolio Management Framework (APMF) to be submitted to the Chancellor by January 18, 2027, for review, and presented to EPSL on February 8, 2027; and

WHEREAS, The Chancellor notes the VTSU overall average class size remains a significant concern for sustainability with twenty programs identified as not meeting the minimum program size; and

WHEREAS, The Chancellor is requiring VTSU enact program revisions to address average class size in the coming year, including but not limited to modality, tuition differential, and/or consolidation; and

WHEREAS, EPSL has reviewed the institutional reports along with the Chancellor's recommendations; now therefore be it

RESOLVED, That the Vermont State Colleges Board of Trustees accepts the Policy 109 reports by CCV and VTSU; and be it further

RESOLVED, That the Vermont State Colleges Board of Trustees affirms the programmatic changes being undertaken at CCV and VTSU; and be it further

RESOLVED, That the Vermont State Colleges Board of Trustees accepts the Chancellor's additional recommendations including (1) CCV's work on the manufacturing certificate and (2) that VTSU define an academic portfolio that is both sustainable and in service to the workforce and talent needs of Vermont and align resources accordingly, with an initial framework to the Chancellor by January 18, 2027, and subsequent presentation to the Board of Trustees on February 8, 2027 demonstrating meaningful progress toward a more sustainable academic portfolio by the October 2027 EPSL meeting.

Approved: DATE, 2026

_____

Eileen "Lynn" Dickinson, Chair of the Board of Trustees

Guiding Principles for Labor and Employee Relations

Vermont State Colleges respects the rights of employees to seek representation by a labor union, as provided in the Vermont State Employees Labor Relations Act, and supports equitable treatment of all employees. Trustees and management of the VSC are committed to working collaboratively and in good faith with all employees and union representatives, in support of Vermont public post-secondary education that is affordable, accessible, high-quality, and relevant guided by the following principles:

^ Students and their Success are our Singular Goal.

^ To focus on student success, we will:

- ^ foster a workplace that provides education for life and a lifetime
- ^ provide a safe, inclusive, and healthy work environment
- ^ be responsible stewards of our fiscal resources
- ^ be a leader in our Vermont communities, understanding our economic and educational role
- ^ make well-informed decisions based on objective data, metrics, and evidence
- ^ seek to continuously improve the delivery of education *for the Benefit of Vermont*

The Board of Trustees looks to prioritize promotion and retention of a high-quality, engaged workforce committed to advancing the success of its students and communities for the betterment of the State of Vermont.

Proposal for EPSL consideration of 10/19/26; plan to review in detail with the Board of Trustees at retreat.

5. Recommend ratification of VMEC five-year NIST grant renewal (Policy 408) **(Action)**

We are asking the Committee to recommend that the Board ratify VTSU's application for and acceptance of a five-year federal renewal grant for the Vermont Manufacturing Extension Center (VMEC).

VTSU has served as VMEC's fiscal host for many years. VMEC helps Vermont's small and mid-sized manufacturers, and its main funding source is a cooperative agreement with the National Institute of Standards and Technology (NIST). VMEC pays VTSU $125,000 a year for hosting services.

In August, VTSU submitted VMEC's renewal application. NIST awarded the renewal in September: $812,300 a year in federal funds for October 2026 through September 2031, about $4.1 million in total. The award requires an equal non-federal match of $812,300 a year. As in past cycles, that match comes from a State of Vermont appropriation and from VMEC's own program income. No VTSU institutional funds are committed.

Board Policy 408 requires Committee and Board approval before submitting any grant with an annual match of $375,000 or more. This application met that test, but **the requirement was missed** and not caught until the deadline day, too late to bring to the Committee. With approval from the CFOO, VTSU submitted to avoid losing VMEC's primary funding. The VTSU Business Office has committed to closing this process gap so it does not happen again.

Department of Commerce
National Institute of Standards and Technology (NIST)
Manufacturing Extension Partnership Program (MEP)

Notice of Award (NoA)
70NANB26H388

RECIPIENT INFORMATION

1. **Recipient Name**
   Vermont State Colleges dba Vermont State University
   124 Admin Dr
   Randolph Center, VT 05061-6400

2. **Congressional District of Recipient**
   VT-0

3. **Employer Identification Number (EIN)**
   #####3787

4. **Unique Entity Identifier (UEI)**
   ########JHX5

5. **ASAP ID**
   5041753

6. **Recipient Point of Contact**
   Patrick Boyle
   pboyle@vmec.org

7. **Authorized Official**
   Mari Perez
   mari.perez@vermontstate.edu

FEDERAL AGENCY CONTACT INFORMATION

8. **Program Officer**
   Deborah Ahn
   deborah.ahn@nist.gov

9. **Grants Specialist**
   Rose Delaney
   rose.delaney@nist.gov

10. **Grants Officer**
    Samantha Kuhn
    samantha.kuhn@nist.gov

STATUTORY AUTHORITY

11. 15 USC 278k

FEDERAL AWARD INFORMATION

12. **Federal Award Identification Number (FAIN) - Amendment #**
    70NANB26H388-0

13. **Award Type**
    Cooperative Agreement

14. **Period of Performance Start Date & End Date**
    10/01/2026 - 09/30/2031

15. **Budget Period Start Date & End Date**
    See Specific Award Conditions (SACs)

16. **Federal Funds Obligated by this Action**
    $812,300.00

17. **Total Amount of Federal Funds Obligated**
    $812,300.00

18. **Total Approved Cost Share**
    $812,300.00

19. **Total Federal Award including approved Cost Share**
    $1,624,600.00

20. **Opportunity Number**
    2026-NIST-MEP-02

21. **Project Title**
    Vermont Manufacturing Extension Center

22. **Assistance Listing Number and Name**
    11.611-Manufacturing Extension Partnership

23. **Award Action Type**
    Initial

24. **Multiyear Award?**
    Yes

25. **R&D Award?**
    No

26. **Grants Officer – Signature and Date**
    Samantha Kuhn - 9/15/2026

27. **Authorized Official – Signature and Date***

*The Notice of Award (NoA) must be signed by an authorized representative of the Recipient and returned to the Grants Officer within 30 days, unless otherwise instructed in the "Reason for Amendment" section. The Grants Officer may unilaterally withdraw the Award if a signature is required and not returned within this timeframe. The Recipient agrees to comply with the terms and conditions of the Award.

SECTION I – FEDERAL AWARD DESCRIPTION

Purpose: VMEC will continue to strengthen the competitiveness, productivity, resilience, and technological capability of Vermont's small and medium-sized manufacturers (SMMs) by serving as the statewide focal point for manufacturing assistance and accelerating the adoption and integration of advanced manufacturing technologies.

Activities To Be Performed: VMEC will provide direct technical and business assistance; assess technology readiness; develop technology, implementation, and investment roadmaps; and support adoption of advanced manufacturing, AI, automation, robotics, digital
manufacturing, cybersecurity, supply-chain, workforce, and operational-improvement solutions. VMEC will coordinate the technical expertise, workforce resources, capital, and ecosystem partners required for successful implementation.

Expected Outcomes: VMEC will increase sustained technology adoption, advance manufacturers to higher levels of technology readiness, increase modernization investment, strengthen workforce capability, and generate measurable improvements in productivity, competitiveness, resilience, and economic performance. Over the five-year project period, VMEC will engage 200 Vermont SMMs,
complete 120 technology-readiness assessments, advance 60 manufacturers by at least one Technology Readiness Ladder stage, support 80 technology implementations, and facilitate $24 million in technology related investment.

Intended Beneficiaries: Primary beneficiaries will be Vermont SMMs and their employees, particularly manufacturers that lack scale to maintain extensive internal engineering, automation, digital transformation, and advanced-technology resources. Vermont's manufacturing base is predominantly small, rural, and geographically dispersed, with manufacturers competing through innovation, technical
capability, precision, and operational excellence rather than production scale. VMEC will build on its established statewide presence, leveraging 30 years of experience serving Vermont manufacturers.

Subrecipient Activities: Vermont proposes no subrecipient activities.

SECTION II - BUDGET INFORMATION

See the attached approved budget

Authorized

	Previous	Change	Cumulative
Federal	$0.00	$812,300.00	$812,300.00
Non-Federal	$0.00	$812,300.00	$812,300.00
Total	$0.00	$1,624,600.00	$1,624,600.00

Authorized Fund Codes

Bureau	FCFY	Project-Task	Org Code	Object Class	Obligation Amount
57	2026	4810316-046	20-48-0481-00-00-00-00	41-19-00-00	$812,300.00

SECTION III – GENERAL TERMS AND CONDITIONS

* DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE GENERAL TERMS AND CONDITIONS

* SPECIFIC AWARD CONDITIONS

* 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101

* MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIAL AWARD CONDITION

* OTHER(S): INCORPORATED BY REFERENCE INTO THE TERMS AND CONDITIONS OF THIS AWARD ARE THE MEP GENERAL TERMS AND CONDITIONS (JUNE 23, 2025). THE MEP GENERAL TERMS AND CONDITIONS (JUNE 23, 2025) IS ACCESSIBLE AT HTTPS://MEIS.NIST.GOV.

REASON FOR AMENDMENT

New Award

NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY
MANUFACTURING EXTENSION PARTNERSHIP
FINANCIAL ASSISTANCE
SPECIFIC AWARD CONDITIONS

---

1. Introduction:

The National Institute of Standards and Technology (NIST) hereby enters into this Cooperative Agreement number 70NANB26H388 with Vermont State College dba Vermont State University to support the work described in the proposal entitled "Vermont Manufacturing Extension Center" dated August 21, 2026, which is hereby incorporated into this award by reference. Where the terms of this award and the proposal differ, the terms of this award shall prevail.

2. Recipient Contact Information:

Center Director:
Patrick Boyle
Center Director/ CEO
Vermont State Colleges dba Vermont State University
124 Admin Dr
Randolph Center, VT 05061-6400
Telephone: 802-292-9728
Email: pboyle@vmec.org

Contractual & Financial Contact:
Mari Perez
Assistant VP of Sponsored Programs
Vermont State Colleges dba Vermont State University
124 Admin Dr
Randolph Center, VT 05061-6400
Telephone: 802-728-1102
Email: mari.perez@vermontstate.edu

3. Award Payments:

This award is hereby funded through advanced payments using the Department of Treasury's Automated Standard Application for Payments (ASAP) system. Payments will be issued in accordance with 2 CFR § 200.305 and the Department of Commerce Financial Assistance General Terms and Conditions, B.02, dated September 22, 2025.

Payments for allowable costs may be drawn down as needed by the recipient enrolled in ASAP. Funds may be requested through ASAP by the authorized *Payment Requestor* who is the individual designated by the recipient to access Federal funds.

This award has the following control or withdrawal limits set in ASAP:

_____ None
_____ Agency Review required for all withdrawals (see explanation below)
_____ Agency Review required for all withdrawal requests over
$_____ (see explanation below)
__X__ Maximum Draw Amount controls (see explanation below)
$_____ each month
$_____ each quarter
$203,075.00 Max drawdown amount

Explanation:

This award is being placed on a max drawdown of federal funds of $203,075, representing approximately three months of funding, until a revised budget is submitted by the recipient and approved in writing by the Grants Officer in accordance with SAC #19. Please note, all expenses incurred by the recipient must be allowable in accordance with 2 CFR 200 Subpart E Cost Principles and must be consistent with the project budget ultimately approved by the Grants Officer. If it is discovered that federal award funds were used to cover unallowable expenses, the recipient will be subject to appropriate enforcement action in accord with 2 C.F.R. § 200.339 and the recipient will be required to return federal funds awards to NIST

4. Return Payments for Funds Withdrawn through ASAP:

Funds that have been withdrawn through ASAP may be returned to ASAP via the Automated Clearing House (ACH) or via FEDWIRE. The ACH or FEDWIRE transaction may only be completed by the Recipient's financial institution. Full or partial amounts of payments received by a Payment Requestor/Recipient Organization may be returned to ASAP. All funds returned to the ASAP system will be credited to the ASAP Suspense Account. The Suspense Account allows the Regional Financial Center to monitor returned items and ensure that funds are properly credited to the correct ASAP account. Returned funds that cannot be identified and classified to an ASAP account will be dishonored and returned to the originating depositary financial institution (ODFI). The Payment Requestor/Recipient Organization should notify the NIST FAAMO and provide a reason whenever return payments are made.

It is essential that the Payment Requestor/Recipient Organization provide its financial institution with ASAP account information (ALC, Recipient ID and Account ID) to which the return is to be credited. Additional detailed information is accessible at: https://www.fiscal.treasury.gov/asap/.

5. Multi-Year Award and Funding Limitations:

The period of performance and budget incorporated into this multi-year award covers a 5-year budget and period of performance from October 1, 2026, through September 30, 2031, and provides for a maximum total amount of **$4,061,500.00** in Federal funding. However, Federal funding available at this time is limited to **$812,300.00.**

Receipt of any funding beyond what is specified at this time up to the level projected under this award is contingent upon the availability of funds, satisfactory performance, and continued relevance to program objectives, and will be at the sole discretion of NIST. The Grants Officer may require additional clarification to support the budget. If that results in changes to the budget or budget narrative, the recipient must submit, in writing, a revised budget and/or budget narrative to the Grants Officer for approval.

The recipient may not obligate, incur any expenditure, or engage in any activity that involves a commitment of Federal funds under this Agreement in excess of the Federal amount presently available. Should such an excess obligation, expenditure, or commitment occur, no legal liability will exist or result on the part of the Federal Government for payment of funds.

No legal liability exists or will result on the part of the Federal Government for payment of any portion of the remaining funds, which have not been made available under this award. If additional funds are not made available, any expenses incurred related to termination or closeout activities must be funded from the amount already made available under this award. In accordance with 2 C.F.R. § 200.340(a)(4), NIST may unilaterally terminate this award to the extent that it no longer effectuates MEP program goals or NIST or Department of Commerce priorities.

The notice of availability or non-availability of additional funding for subsequent funding or budget periods will be made in writing by the Grants Officer. Only the Grants Officer is authorized to obligate funds. No other verbal or written notice should be relied upon by the recipient. In the absence of a written notice of additional funding by the Grants Officer on the Notice of Award (NoA) Amendment, the recipient should not assume funds will be forthcoming.

NIST estimates provide a total of **$3,249,200.00** in future funding increments throughout the award period to support this project. Funding increments are typically made on an annual basis, however the exact timing and amount will be dependent upon the remaining unobligated balance of the award, progress and performance on the award, and the availability of funding.

6. Notice of Funding Opportunity:

The Department of Commerce, National Institute of Standards and Technology, Notice of Funding Opportunity (NOFO) No. 2026-NIST-MEP-02 dated July 22, 2026 is incorporated by reference into this award. It is accessible at: https://simpler.grants.gov/opportunity/2fb45f79-8b12-4c2a-ac1a-4b7fa5ecfd7b

If the application period is closed, select "Closed" or "Archived" Opportunity Status to view the NOFO.

7. Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements:

The Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements as published in the *Federal Register* on December 30, 2014 (79 FR 78390) is incorporated by reference into this award. It is accessible at: http://www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf.

8. Department of Commerce Financial Assistance General Terms and Conditions:

As indicated on the Notice of Award, the Department of Commerce Financial Assistance General Terms and Conditions (GT&C) issued September 22, 2025, are incorporated by reference into this award. The Department's GT&C, as well as a link to 2 CFR Part 200, are accessible at: https://www.commerce.gov/oam/policy/financial-assistance-policy

9. Deviation to the Department of Commerce Financial Assistance Standard Terms and Conditions, Section A.01 "Reporting Requirements":

The Recipient must submit a SF-425, Federal Financial Report (SF-425), and Performance (Technical) Progress Report, via Greports@NIST.gov on a semi-annual basis after the sixth (March 31st) and twelfth (September 30th) month of each operating year. Reports are due within 30 days after the end of each semi-annual reporting period. The Recipient must submit a final SF-425 and Performance Progress Report within 120 days after the expiration date of the award.

Additionally, **recipients are required to include a note within the remarks section 12 of the SF425 with the total dollar value of program income represented in line 10.j recipient share of costs.**

10. Department of Commerce Financial Assistance Standard Terms and Conditions Section B.06 Indirect or Facilities and Administrative Costs:

NIST will reimburse the Recipient for indirect or F&A costs in accordance with 2 C.F.R. § 200.414 and Section B.06. of the Department of Commerce Financial Assistance General Terms and Conditions, dated September 22, 2025.

If an indirect cost rate has not been established, and NIST is identified as the cognizant agency for indirect costs in accordance with 2 C.F.R. § 200.1, "Cognizant agency for indirect costs," within 90 calendar days of the award start date, the Recipient must electronically submit to gmdaudit@nist.gov the documentation (indirect cost rate proposal, cost allocation plan, etc.) necessary to allow NIST to perform an indirect cost rate proposal review. Organizations that have previously established indirect cost rates with NIST must submit a new indirect cost rate proposal for indirect costs within six months after the end of the organization's fiscal year.

If your submission includes Personally Identifiable Information (PII) or Business Identifiable Information (BII), please send an email to gmdaudit@nist.gov to request a secure link.

The requirements for determining the relevant cognizant agency and for developing and submitting indirect (F&A) cost rate proposals and cost allocation plans are contained in 2 C.F.R. § 200.414 and in Appendices III-VII to 2 C.F.R. Part 200. For additional guidance on preparing indirect cost proposals, please review the Department of Labor's Guide for Indirect Cost Determination at: https://www.dol.gov/oasam/boc/dcd/np-comm-guide.htm. Section I.B and I.C lists the various types of indirect cost rates and the circumstances under which such rates would apply. The guide also addresses common indirect cost problems and contains useful FAQs.

11. Unfunded Grant Actions Mailbox (UGAM):

Requests for unfunded award actions, which include, but are not limited to, requests for no-cost extension, change in key personnel, change in scope of work, budget revisions, payment requests, award transfer, and novation, must be submitted to: UGAM@nist.gov, within the prescribed timeframes identified in the terms and conditions of the award.

Unfunded award action requests and related correspondence, including justification to support the request, sent to the mailbox ***must*** contain the following information in the email subject line: (1) Recipient name; (2) NIST award number; (3) Principal Investigator/Project Director; and (4) Action being requested (e.g. no cost extension, change in key personnel, etc.).

Unfunded award action requests must not be sent directly to NIST personnel (e.g. Grants Specialist, Grants Officer, Administrative Assistant, FAAMO Division Chief, Federal Program Officer, etc.).

Any requests sent directly to NIST personnel will be returned to the sender with instructions on how to submit through the UGAM@nist.gov mailbox.

No other correspondence may be sent through this mailbox; timely responses to any other inquiries received in this mailbox are not guaranteed. The mailbox will not be used for any other purpose ***except*** for purposes identified above.

Requests that are processed will be authorized via a Notice of Award Amendment to the Financial Assistance Award or a Non-Funded Administrative Change Letter.

12. Supervision of the Recipient's Staff and Associates and Compliance with NIST Policies on Use of Federal Facilities and Equipment:

Consistent with Department of Commerce Financial Assistance General Terms and Conditions (September 22, 2025), Section A.05, nothing in this award will be construed

as authorizing the Recipient or its employees, agents, or assigns to act as an agent or assign of NIST, and the Recipient must exercise all diligence to ensure that no third party construes the Recipient as an actual, ostensible, or apparent agent of NIST. For purposes of this award, the use of the term "personnel" herein includes all third parties, such as contractors, subrecipients, students, fellows, or others participating under the direction of the Recipient's programs. The Recipient acknowledges that it is independent of NIST in the performance of the approved projects, and that the Recipient assumes full and sole responsibility for all benefits and protections of the Recipient's personnel and agents whose services are utilized by the Recipient in the execution of this award.

Accordingly, the Recipient must control the means and manner of its personnel's activities on the project, including those conducted on a NIST campus, on Recipient property, and at other locations for the project. The Recipient must provide directly a salary, stipend, or other funding to the personnel, and must establish the work schedule and tenure for the personnel. The Recipient is the supervisor of record for the personnel, and will coordinate with NIST as needed to ensure that the research remains consistent with NIST program objectives. Any staff and affiliates of the Recipient participating in activities on a NIST site must sign and abide by the terms of the NIST Guest Researcher Agreement.

If this is a Cooperative Agreement, NIST will collaborate with the Recipient and will coordinate with the Recipient as needed regarding progress on the research. NIST will have no firing or other terminating authority over the employment or affiliation status of the Recipient's personnel or affiliates. Any issues related to performance or conduct of Recipient personnel will be reported to the Recipient. Any suspension or termination action on this award will comply with 2 CFR §§ 200.339-.343 and the Department of Commerce Financial Assistance General Terms and Conditions (September 22, 2025), Sections A.06.

In addition, if any work for this project is performed at NIST facilities, the Recipient must comply with NIST policies regarding the use of Federal facilities and equipment.

13. Budget Changes, Revisions, Transfers Requiring Prior Approval

Certain budget changes, revisions and transfers require prior approval from the NIST Grants Officer as identified in: 2 C.F.R. §200.308(f); Section B.04 of the DOC General Terms and Conditions for Financial Assistance Awards (DOC GT&Cs), and in Section B.11. of the MEP General Terms and Conditions. For your reference, below is a non-exhaustive list of budget revisions requiring prior Grants Officer approval that are typically encountered by MEP Center award recipients:

1- The inclusion, unless waived by NIST, of costs that require prior approval in accordance with subpart E of 2 C.F.R. part 200, *e.g.*, the acquisition of equipment if the purchase is not currently reflected in the approved budget (see 2 C.F.R. § 200.439(b);

2- The transfer of funds budgeted for participant support costs to other direct cost budget categories;
3- Changes in the total approved cost-sharing amount;
4- Transfers between existing direct cost budget categories where the cumulative amount of the transfer exceeds or is expected to exceed 10 percent of the total budget, including cost share, as last approved by the Grants Officer (*see* 2 C.F.R. § 200.308(i) and Section B.04.b. of the DOC GT&Cs);
5- The disengagement from the project for more than three months, or a 25 percent reduction in time and effort devoted to the MEP award by the Center Director over the course of the period of performance;
6- Subaward activities not proposed in the application and approved in the current project budget;
7- Expenditures of program income are not already approved pursuant to the additive method to the extent that such expenditures are not currently reflected in the approved project budget;
8 – Carryforward of Unexpended Federal Funding (UFF) and Unexpended Program Income (UPI) from one budget period to another budget period; and
9 – Proposed budget changes to increase the amount of indirect costs recovered on an award (see DOC GT&C B.06e)

14. UPI Treatment in Award Project Year 10

NIST MEP Centers that have a UPI balance at the end of Year 9 of its MEP Center cooperative agreement will have the NIST MEP Federal Funding level for Year 10 of the cooperative agreement offset equal to the balance of the unexpended program income (UPI) derived from the NIST MEP funding (which will be verified against the SF-425 and required multi-year budget documents). See 2 C.F.R. § 200.307(b)(1). NIST MEP Centers are required to use the UPI in place of the offset NIST MEP funding during Year 10 of the cooperative agreement and are required to maintain the same (or higher) level of effort in operating the MEP Center as provided by the Required Plans. Any remaining unexpended program income at the end of the award is subject to disposition by the NIST Grants Office.

15. Executive Order 14173: Ending Illegal Discrimination and Restoring Merit-Based Opportunity

A. This award term implements Executive Order 14173, 90 FR 8633 (Jan. 21, 2025). By accepting this Award or Award Amendment (as the case may be) and expending federal funding thereunder, the recipient:

1. Agrees that compliance in all respects with all applicable Federal anti-discrimination laws is material to the government's payment decisions for purposes of section 3729(b)(4) of Title 31 United States Code;

2. Certifies to the Department that it does not operate any programs promoting diversity, equity, and inclusion that violate any applicable Federal anti-discrimination laws; and

3. Further certifies to the Department that it does not participate in any illegal preferences, mandates, policies, programs, activities, guidance, regulations, enforcement actions, consent orders, and requirements, that violate any applicable federal anti-discrimination laws.

B. Affirmative Duty to Monitor for and to Report Potential Inconsistencies: The recipient must actively monitor its administration of this award to ensure that its activities do not violate the requirements of this award, including this SAC. At any time during the period of performance of this award, if the recipient believes that any of the activities in its approved scope of work may be inconsistent with the policies as outlined above, the recipient has an affirmative duty to immediately stop work on those potentially inconsistent activities and immediately contact the Grants Officer named in the Notice of Award (NoA) to determine whether the potentially inconsistent activities may proceed under this award. The performance of activities that violate or are otherwise inconsistent with requirements as outlined above will result in appropriate enforcement action pursuant to 2 C.F.R. § 200.339, including the disallowance of costs and possible termination of a portion or all of this award.

16. Use of Department of Commerce and NIST Logos:

The recipient may not use the Department of Commerce or the NIST logo without express prior written authorization by the NIST Grants Officer.
In absence of the NIST logo, the recipient may include the following acknowledgement of NIST Federal financial assistance in materials and products produced through the award, "This work was performed under the following financial assistance award **70NANB26H388** from U.S. Department of Commerce, National Institute of Standards and Technology."
The recipient's use of the NIST MEP logo and other NIST MEP trademarks is governed by Section B.1. of the MEP General Terms and Conditions (June 23, 2025).

17. Interactions with NIST, Other MEP Centers, and Outside Organizations

It is anticipated that a MEP Center will enter into agreements with other entities, such as private companies, universities, non-profit organizations, and State governments to accomplish programmatic objectives and access new and existing resources that will further the impact of the federal investment made on behalf of small and medium–sized manufacturers.

To facilitate a more rapid transfer of advanced manufacturing technology on a

national scale and to avoid duplication of effort, a MEP Center is expected to cooperate with NIST, other MEP Centers, and the other organizations identified by NIST MEP that provide value to small and medium-sized manufacturers in areas of technology (e.g., Manufacturing USA Institutes) or business practices by participating in coordinated joint program activities. Such activities may include, but are not limited to, the following: participation in NIST MEP national and regional meetings; communities of practice; working groups; and sharing of expertise, products and services, and resources within the MEP National Network™

The substantial involvement of NIST MEP staff in connection with an MEP Center Cooperative Agreement includes, but are not limited to, direct involvement in helping an MEP Center define, understand, and resolve problems in the organization's operations and promoting best practices and continuous improvement. NIST MEP may recommend that an MEP Center leverage the expertise or experience of outside consultants or MEP National Network™ peers with special expertise or experience.

NIST MEP may take other appropriate steps, initiate other investments in the state, or provide other appropriate assistance, to ensure that the MEP Center and MEP program most effectively promote U.S. manufacturing competitiveness. This includes, but is not limited to, initiating and facilitating revision of MEP Center required plans as potential changes are identified by either NIST MEP or the MEP Center.

18. eRA System Transition:

The Department of Commerce is implementing a new award management system, the electronic Research Administration (eRA) system, for all Federal financial assistance awards.

Effective October 2026, eRA will become the official system of record for this award. Beginning at that time, recipients must submit all award-related materials through eRA, including, but not limited to:

- Performance and financial reports
- Prior approval requests
- Award closeout documentation
- Other required award-related submissions and communications

All previous award submission portals, including GReports@nist.gov, UGAM@nist.gov, and Closeouts@nist.gov, will be disabled.

Recipients must register in eRA Commons, the recipient interface for the eRA system, and ensure that the appropriate personnel are assigned the necessary roles. NIST will provide registration instructions and additional implementation information as it becomes available.

Failure to register for and obtain access to eRA Commons may delay report submissions, award processing, payments, and other administrative actions.

Additional information and resources are available at Overview of eRA Commons and NIST eRA Implementation.

19. Required Budget Revision for Year 1

Your organization must submit a revised Year 1 project budget and detailed budget narrative for this MEP Cooperative Agreement within 30 calendar days of the date of this award that includes only costs that are allowable in accordance with the *MEP General Terms and Conditions (June 23, 2025)*, the *Cost Principles* set forth in Subpart E of 2 C.F.R. Part 200 and that align with the program goals and objectives outlined in NOFO #2026-NIST-MEP-02. The assigned FPM and Grants Specialist will review the revised Year 1 budget and, as necessary, will collaborate with the MEP Center to ensure that all budgeted costs are consistent with MEP program and financial requirements. The failure to timely submit a project budget, acceptable in form and substance to the Grants Officer, will result in appropriate enforcement action under this award in accord with 2 C.F.R. 200.339 which may include, amongst other remedies, a reduction to the federal funding amount or the suspension and/or termination of this cooperative agreement.

Identified Budget Issues:

- The submitted budget does not contain sufficient details on Program Additive Income
    - Where is the Program Additive Income coming from? What program activities generate this income?
    - Detailed budget description for Additive Program Income expenses needed.
- The submitted budget does not contain sufficient details in the following cost categories.
    - "Other" section project expenses are not adequately described and includes supplies and travel expenses that should be described in their respective categories.
    - "Indirect Cost" Section, please provided explanation of what rate is being used and how was the indirect cost is calculated.
- Consulting Fees in the amount of $153,816, this section does not contain sufficient details to complete review.
    - How does the workshop support the project?
    - Explanation of how the amount was determined.

20. Program Income Approved to be Expended as Additive:

Pursuant to this amendment, NIST hereby grants approval for the recipient to expend up to $373,560 of program income using the additive method for the "budget period" of 10/01/2026 through 09/30/2027 (*see* MEP ST&Cs Section B.12). These funds shall be used to carry out the activities described in the MEP operating plan in accordance with 2 CFR § 200.307(b)(2). Written prior approval is required from the NIST Grants Officer

for any program income expended exceeding the amount that is approved in this SAC for this budget period.

21. Submission of MEP Detailed Operating Outcome Plan for Years One (1) and Two (2):

The Recipient must submit an Operating Outcomes Plan for MEP Operating Years 1 and 2 in MEP Enterprise Information System (MEIS) for review and approval by the Federal Program Manager (FPM) no later than Monday November 30, 2026. Additionally, the Recipient must inform the Grants Specialist and Federal Program Manager (FPM) of this submission. The FPM will work with the recipient on the development of this plan.

22. Equipment/Supplies:

Equipment costs and/or supplies have been identified and budgeted in the grant application. The Recipient must report such costs to NIST. The SF-428, SF-428-B (final report), and as needed, the SF-428-S (inventory list) must be submitted no later than 120 days after the project end date. The SF-428-C (the disposition report) must be submitted when the property is no longer required for the purpose of the project, and in accordance with 2 CFR Part 200.311-314.
These forms can be accessed at https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html.

23. MEP Advisory Board:

Within 30 calendar days of the date of this award, the Vermont State College must submit via UGAM@NIST.gov a complete and accurate roster of all current Fiduciary Board members and their business affiliation, and the Chair of the Fiduciary Board must attest in writing that the Fiduciary Board is in compliance with the requirements set forth in 15 USC 278k(k) and the NIST MEP Oversight Board Standards. The Vermont State College must also submit a copy of the Bylaws for its Fiduciary Board, which must contain policies to minimize conflicts of interest, including such policies relating to disclosure of relationships and recusal as may be necessary to minimize conflicts of interest (15 USC 278k(k(4)(B))..

24. Engagement with Flagship Manufacturers:

MEP Centers are expected to identify priority manufacturing sectors that provide significant opportunities to augment or bolster the industrial competitiveness within a region from the adoption of advanced manufacturing technologies such as robotics, artificial intelligence (AI), automation, advanced materials, additive manufacturing, and biotechnology. MEP Centers shall provide documentation of direct engagement, partnership commitments, or active participation in Center activities with flagship manufacturers from the Center-identified priority manufacturing sectors. Flagship manufacturers are large manufacturers such as OEMs with supply networks that include SMMs in the MEP Center region. Recipients should address any questions regarding this Specific Award Condition to the assigned Program Officer identified in the Notice of Award.

25. Engagement with Financial Institutions:

MEP Centers are expected to connect manufacturers with institutions that provide financial capital to SMMs including commercial banks and credit unions, private equity and venture capital, government loan and grant programs. MEP Centers shall provide documentation of direct engagement, partnership commitments, or active participation with Center activities and staff with these financial institutions. Recipients should address any questions regarding this Specific Award Condition to the assigned Program Officer identified in the Notice of Award.

26. Technology Adoption Metrics:

In partnership with the MEP Program, MEP Centers are expected to actively refine the quality and utility of Center milestones and metrics for technology adoption that provide meaningful assessments of the adoption of advanced manufacturing technologies by SMMs (i.e. successful adoptions over time), private sector investment into SMMs, their impact on SMM competitiveness, and insight into key barriers and accelerators for technology adoption by SMMs. Effective SMM technology adoption metrics and practices shall be shared across the MEP network. Recipients should address any questions regarding this Specific Award Condition to the assigned Program Officer identified in the Notice of Award.

End of Specific Award Conditions

6. Recommend approval of Vermont State University endowments **(Action)**

1. New endowment: Ben Lyons Memorial Jam Scholarship Fund
Jennifer Bradley Mayhew, together with Ben Lyons's friends and family, has given $25,002 to set up a permanent endowment in Ben's memory. The fund will give scholarships to students in the Music Industry & Business program at the Lyndon campus. It may also provide emergency aid to any Lyndon student. The gift is a one-time contribution. The principal will not be spent, and payouts will follow the Board-approved spending procedure. The fund reached endowment status in August 2026.

2. Amended terms: Lyndon Class of 1959 Scholarship Endowment
Sidney Patridge, a 1959 Lyndon Teachers College graduate, established this endowment in 2014. Its scholarships went to Vermont high school graduates at Lyndon who had financial need, a minimum 2.5 GPA and plans for careers in Education or Nursing. In February 2026, Cynthia Stuart, the donor's heir, approved broader criteria that fit VTSU's current programs. Awards will now go to Vermont high school graduates at the Lyndon campus who show academic achievement, leadership and community service. Awards stay renewable for up to four years, and the Admissions and Financial Aid offices will choose recipients.

General Counsel, Business Operations and Institutional Advancement have reviewed both items, and President Kollmann has approved them.

October 12, 2026

Elizabeth Mauch, Chancellor
Vermont State Colleges System
PO Box 7
Montpelier, VT 05601

Dear Chancellor Mauch,

I am pleased to send you the New Funding Source Document for the establishment of a new endowment at Vermont State University.

The Ben Lyons Memorial Jam Scholarship Fund, in the amount of $25,002.00, has been established by Jennifer Bradley Mayhew, Ben's mother, to honor his memory. The fund will provide financial aid to students enrolled in the Music Industry & Business program at the Vermont State University Lyndon campus. In addition, the fund may be used to offer emergency financial assistance to students attending the VTSU Lyndon campus.

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

Sincerely,

Sherry Kollmann
President

FORM C

- NEW FUNDING SOURCE DOCUMENT - ENDOWMENTS ONLY

Vermont State University

(Institution 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)

BEN LYONS MEMORIAL JAM SCHOLARSHIP FUND

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

Jennifer Bradley Mayhew and friends & family of Ben Lyons

3) Purpose of endowment: (Attach supporting Documentation)

The fund will provide financial aid, styled as the Ben Patrick Lyons Memorial Scholarship, to students enrolled in the Music Industry & Business program at the Vermont State University Lyndon campus. In addition, the fund may be used to offer emergency financial assistance to students attending the VTSU Lyndon campus.

4) Proper accounting fund:

[X] Regular Endowment [ ] Term Endowment

5) General Ledger Activity Code(s): (as proposed or assigned)

86087 (GF300036)

6a) Date Endowment Reach Endowment Status:

August 2026

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

Annual to donors

8a) Funding amount:

$25,002

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

October 12, 2026

Elizabeth Mauch, Chancellor
Vermont State Colleges System
PO Box 7
Montpelier, VT 05601

Dear Chancellor Mauch,

I am pleased to submit the amended terms of the Lyndon Class of 1959 Scholarship Endowment at Vermont State University for consideration and approval by the Vermont State Colleges Board of Trustees.

Established in 2014 by Sidney Patridge, a 1959 graduate of Lyndon Teachers College, the endowment was created to provide scholarship support to graduates of Vermont high schools attending the Lyndon campus who demonstrated financial need, pursued careers in Education or Nursing, and maintained a minimum GPA of 2.5. Awards could be renewed for up to four years.

In February 2026, Cynthia Stuart, heir to Sidney Patridge, authorized revisions to the scholarship criteria to reflect the evolving academic offerings at Vermont State University while honoring the donor's original intent.

Under the amended terms, the endowment will provide scholarship support to graduates of Vermont high schools enrolled at Vermont State University's Lyndon campus who demonstrate academic achievement, leadership, and service to the community. Awards may be renewable for up to four years, with recipients selected by the Offices of Admissions and Financial Aid.

This amendment will provide greater flexibility in awarding scholarships while continuing to support deserving students at the Lyndon campus. We respectfully request the Board of Trustees' approval of the amended terms.

Sincerely,

Sherry Kollmann
President

7. Recommend approval of CCV FY2026 surplus allocation to the Presidential Endowment to Support Student Success (Action)

Community College of Vermont asks to move its FY26 operating surplus of $1,001,000 into the Presidential Endowment to Support Student Success. The Board created that endowment in February 2026 and seeded it with $1.5 million of CCV's FY25 audited surplus. This addition would bring the total contributed to about $2.5 million.

The surplus figure comes from the FY26 audited financial statements. The Audit Committee has approved them, and the full Board will consider them at this meeting. The recommendation is therefore conditional on the Board's approval of those statements.

Putting the surplus into the endowment turns one-time money into a lasting source of student-success funding, and it avoids building ongoing costs on revenue that won't recur. No new fund is needed, and the money will be used for the purpose the Board already approved. Like the original contribution, it will be invested and administered under Board policy.

To: Elizabeth Mauch, Chancellor
Barry Harte, CFOO
From: Joyce Judy, President
Nicole Mace, Dean of Administration
Date: October 22, 2026

Purpose

Community College of Vermont (CCV) requests approval to allocate its FY26 audited surplus of $1,001,000 to the Presidential Endowment to Support Student Success.

Background

In February 2026, CCV received approval from the Vermont State Colleges Board of Trustees to establish the Presidential Endowment to Support Student Success, seeded with $1.5 million in audited surplus funds from the prior fiscal year. This request would add CCV's FY26 audited surplus to that endowment.

The endowment is intentionally broad in scope. It provides a stable, sustainable funding source for initiatives the College identifies as necessary to support student success, including needs that have not yet become apparent.

Rationale

- **Converts one-time funds into lasting support.** Endowing the surplus avoids building recurring commitments on non-recurring revenue while generating annual distributions for student success.
- **Builds on an established vehicle.** Adding to the existing endowment requires no new fund and keeps the use of these dollars consistent with the purpose the Board approved.
- **Flexible by design.** Distributions can respond to student needs as they emerge, rather than being tied to a single program.
- **Aligns with VSC priorities.** The allocation supports the Vermont State Colleges' commitments to student success and long-term financial sustainability.

Request

CCV respectfully requests that the Finance & Facilities Committee recommend, and the Board of Trustees approve, the allocation of CCV's FY26 audited surplus of $1,001,000 to the Presidential Endowment to Support Student Success, to be invested and administered in accordance with applicable Board policy.

9. Recommend AY 2027–28 tuition and fee proposals (Action)

The Vermont State Colleges System recommends approval of the FY28 (Academic Year 2027–28) tuition and fee proposals for the Community College of Vermont (CCV) and Vermont State University (VTSU), together with VTSU's proposed room and board rates. The recommendations have been developed under the working assumption that State appropriations will remain level, requiring both institutions to balance increasing salary, benefit, and other inflationary operating costs against their commitments to student affordability and access.

Both institutions are requesting authorization for **maximum rate increases**, rather than committing to increases at those levels. CCV seeks authority to increase tuition by up to $15 per credit (approximately 5.2%), while VTSU seeks authority to increase tuition, mandatory fees, and standard room and board rates by up to 3.0%, with a separate adjustment proposed for the Johnson apartments. As FY28 budget development progresses, the institutions will continue to refine enrollment projections, operating costs, and available budget adjustments, with the goal of implementing the lowest increases necessary to support financially sustainable operations.

Summary of Proposed Maximum FY28 Rates

Institution / Rate Category	FY27 Rate	FY28 Maximum	Increase
Community College of Vermont			
In-state tuition, per credit	$290	$305	5.17%
Out-of-state tuition, per credit	$399	$420	5.26%
NEBHE/Good Neighbor tuition, per credit	$290	$305	5.17%
Administrative fee, per semester	$125	$125	0.00%
Vermont State University			
In-state undergraduate tuition, per credit	$462	$476	3.03%
Out-of-state undergrad tuition, per credit	$923	$951	3.03%
Online-only undergraduate tuition, per credit	$402	$414	2.99%
Graduate tuition, in-state, per credit	$708	$729	2.97%
Graduate tuition, out-of-state, per credit	$911	$938	2.96%
Comprehensive fee, per credit	$71	$73	2.82%
Standard double room, annual	$8,682	$8,942	2.99%
Unlimited meal plan, annual	$5,782	$5,956	3.01%
Johnson apartments, annual	Varies	Varies	~ 7.0%

Percentages reflect the maximum rates in the institutional schedules, including rounding. Program-specific tuition, additional fees, and alternative housing and dining options are detailed in the accompanying materials.

Community College of Vermont

CCV requests authorization for a tuition increase of **up to** $15 per credit, equivalent to approximately 5.2% for Vermont residents. The College held tuition unchanged for AY 2026–27 despite receiving authorization for an increase of up to $10 per credit. Under current enrollment assumptions, each $1 per-credit increase generates approximately $69,000 in annual revenue; the full $15 increase would generate approximately $1.0 million. CCV will continue to evaluate budget alternatives and intends to implement only the increase necessary to balance its FY28 budget.

At the maximum proposed rate, tuition and the administrative fee would total $3,785 per semester for a full-time Vermont resident student, compared with $3,605 currently. CCV's published charges remain above those of the regional community colleges included in its benchmark analysis, reflecting in part Vermont's comparatively limited state support for public two-year higher education.

Vermont State University

VTSU requests authorization for increases of **up to** 3.0% in tuition, mandatory fees, and standard room and board rates. The University continues to evaluate opportunities to limit these increases while addressing salary, benefit, and other inflationary cost pressures. A separate adjustment is proposed for the Johnson apartments to better align rates with market conditions and changing student housing preferences.

At the maximum proposed rates, the annual published cost for a Vermont resident undergraduate living in a standard double room with an unlimited meal plan would increase from $27,256 to $28,074, an increase of $818, or 3.0%, before financial aid. This remains below four of the five regional public universities included in VTSU's benchmark comparison.

VTSU also proposes a separate $250-per-credit tuition rate for eligible active-duty military personnel and their spouses enrolled in online only programs. The proposal is intended to expand access and enrollment among military-affiliated students and is presented separately for Board consideration.

Committee Action

The System Office recommends that the Finance & Facilities Committee endorse the proposed maximum rate increases and forward them to the Board of Trustees for approval, with the understanding that the institutions may implement lower increases as FY28 budget development progresses. Detailed rate schedules, institutional rationales, and comparative tuition information follow.

To: Elizabeth Mauch, Chancellor
Barry Harte, CFOO
From: Joyce Judy, President
Nicole Mace, Dean of Administration
Date: October 20, 2026

CCV's primary sources of revenue are the state appropriation and tuition and fees. Other revenues from grants and gifts do not have a material impact on the budget.

In FY27, CCV received 23% of the appropriation amount that is distributed to the institutions, or 19% of the total appropriation to VSCS. The state appropriation represents approximately 31% of CCV's FY27 revenue. Vermont's appropriation to the Vermont State Colleges/CCV remains the lowest level of state support for public two-year institutions in the region, which places continued pressure on tuition as the College's largest source of revenue.

Last year, the College requested authorization for up to a $10/credit tuition increase for FY27. Through other work on the budget, we were able to avoid that increase and hold tuition level for the current year. As we prepare our budget for FY28, the Governor's proposal to hold the VSCS appropriation level means that tuition will need to absorb more of the College's rising costs. While we remain committed to keeping any increase as low as possible, it is unlikely that we will be able to hold tuition level for a second year. For this reason, the College is seeking authorization for up to a $15/credit tuition increase if needed to balance the FY28 budget.

Our preliminary budget scenarios show that each $1/credit increase generates approximately $69,000 in revenue, and that an increase of up to $15/credit would be needed to close nearly all the projected gap under our current enrollment assumptions. We will continue to refine these assumptions and look for other budget solutions, and we will implement only the increase necessary to balance the budget.

State support for community college in Vermont has been historically very low compared to other states. As a result, we continue to navigate the challenge of finding the right balance of keeping our tuition as low as possible while still being able to deliver high-quality educational experiences to students.

We look forward to the Board of Trustees approving this request as it provides us with the option to increase tuition if needed in the upcoming fiscal year.

IN-STATE UNDERGRADUATES								
	Tuition Type		**/CRED**	**/SEM**	**AY 2027-28**	**Instate Undergrads**		
Standard Programs	General Tuition	General Tuition	305	3,660		Standard Programs	General Tuition	5.17%

OUT-OF-STATE UNDERGRADUATES								
	Tuition Type		**/CRED**	**/SEM**	**AY 2027-28**	**Outstate Undergrads**		
Standard Programs	General Tuition	General Tuition	420	5,040		Standard Programs	General Tuition	5.26%

NEBHE ONLINE ONLY UNDERGRADUATES								
	Tuition Type		**/CRED**	**/SEM**	**AY 2027-28**	**NEBHE**		
Standard Programs	General Tuition	General Tuition	305	3,660		**Online-Only Programs**	General Tuition	5.17%

GENERAL FEES	GENERAL FEES	Per Credit	Semester	AY 2027-28	GENERAL FEES	Per Credit	Semester
Administrative Fee	Administrative Fee	125	125		Administrative Fee	0.00%	0.00%

OTHER FEES	GENERAL FEES	Per Credit	Semester	AY 2027-28	GENERAL FEES	Per Credit	Semester
Course Fees (per course)	Course Fees (per course)	varies		varies per course	Course Fees (per course)		

INSTITUTION I/S RATES (PER SEM)	TUITION	FEES	TOTAL	YEAR
Community College of Vermont AS PROPOSED	***3,660***	***125***	***3,785***	***FY28***
Community College of Vermont (CURRENT)	***3,480***	***125***	***3,605***	***FY27***
Clinton Community College	2,916	624	3,540	FY27
NASHUA Community Colleges	2,856	300	3,156	FY27
River Valley Community College	2,856	300	3,156	FY27
Southern Maine Community College	1,152	504	1,656	FY27
Greenfield Community College	312	2,700	3,012	FY27

TO: Chancellor Beth Mauch, Vermont State Colleges System
FROM: President Sherry Kollman, Vermont State University
DATE: Monday, October 19, 2026.
SUBJECT: FY2027 (AY 27 -28) Tuition, Fees, Room, and Board Rate Proposal

Dear Chancellor Mauch,

Following Vermont State University's annual review of tuition, fees, and residential rates, I am requesting approval to increase rates by **up to** 3.0% for Academic Year 2027–28, as detailed in the attached rate proposal.

The proposed adjustments would apply to tuition, mandatory fees, room rates, and meal plans. They reflect continued inflationary pressures on university operations, including utilities, instructional resources, facilities maintenance, contracted services, and health care, as well as the expectation of a level-funded state base appropriation.

One exception to the proposed 3.0% adjustment is a room rate reset for the Johnson apartments. These rates are here reset in a targeted correction to better align with market conditions, and responds to changing student housing preferences, including increased selection of apartment living over traditional residence halls. The proposed rates are intended to support a more appropriate pricing structure across University housing options.

These adjustments are intended to help address rising operating costs while preserving the quality of our academic programs and student support services. The proposal reflects careful consideration of the University's financial sustainability and student affordability, with rates informed by market comparisons and prevailing trends among peer institutions.

I respectfully request approval to implement increases of **up to** 3.0% across these rate categories for AY 2027–28.

Sincerely,

President Sherry Kollman
Vermont State University

IN-STATE UNDERGRADUATES											
		AY2026-27			AY2027-28			Year over Year Variance			
	Tuition Type	**/CRED**	**/SEM**	**AY 2026-27**	**/CRED**	**/SEM**	**AY 2027-28**	**/CRED**	**/SEM**	**Year**	**YEAR**
Standard Programs	General Tuition	462	5,544	11,088	476	5,712	11,424	3.03%	3.03%	336	3.03%
Program Tuition											
Engineering & Tech	+Program Specific Tuition	189	2,268	4,536	195	2,340	4,680	3.17%	3.17%	144	3.17%
Nursing & Resp Therapy	+Program Specific Tuition	220	2,640	5,280	227	2,724	5,448	3.18%	3.18%	168	3.18%
Dental & Radiologic	+Program Specific Tuition	332	3,984	7,968	342	4,104	8,208	3.01%	3.01%	240	3.01%
Practical Nursing Certificate*	+Program Specific Tuition	220	2,640	5,280	227	2,724	5,448	3.18%	3.18%	168	3.18%
Paramedicine Certificate*	+Program Specific Tuition	332	3,984	7,968	342	4,104	8,208	3.01%	3.01%	240	3.01%

OUT-OF-STATE UNDERGRADUATES											
	Tuition Type	**/CRED**	**/SEM**	**AY 2026-27**	**/CRED**	**/SEM**	**AY 2027-28**	**/CRED**	**/SEM**	**Year**	**YEAR**
Standard Programs	General Tuition	923	11,076	22,152	951	11,412	22,824	3.03%	3.03%	672	3.03%
Program Tuition											
Engineering & Tech	+Program Specific Tuition	237	2,844	5,688	244	2,928	5,856	2.95%	2.95%	168	2.95%
Nursing & Resp Therapy	+Program Specific Tuition	268	3,216	6,432	276	3,312	6,624	2.99%	2.99%	192	2.99%
Dental & Radiologic	+Program Specific Tuition	378	4,536	9,072	389	4,668	9,336	2.91%	2.91%	264	2.91%
Practical Nursing Certificate*	+Program Specific Tuition	268	3,216	6,432	276	3,312	6,624	2.99%	2.99%	192	2.99%
Paramedicine Certificate*	+Program Specific Tuition	378	4,536	9,072	389	4,668	9,336	2.91%	2.91%	264	2.91%

ONLINE-ONLY UNDERGRADUATE PROGRAMS											
	Tuition Type	**/CRED**	**/SEM**	**AY 2026-27**	**/CRED**	**/SEM**	**AY 2027-28**	**/CRED**	**/SEM**	**Year**	**YEAR**
Online-Only Programs	General Tuition	402	4,824	9,648	414	4,968	9,936	2.99%		288	2.99%
	Military & Military Spouses				250	3,000	6,000			6,000	

GRADUATE PROGRAMS				
	Tuition Type	**/CRED**	**/CRED**	**/CRED**
Standard Programs	In-State Tuition	708	729	2.97%
	Out-of-State Tuition*	911	938	2.96%
	MA Athletic Training M.A.T.			
	MS School Psychology			
	MA Education			
	MA Counseling			
	MFA Art			
	M.Ed Learning, Design & Tech			

GENERAL FEES	Per Credit	Semester	AY 2027-28	Per Credit	Semester	Year Var	Year Var %
Comprehensive Fee (Campus Based, F2F+)	73	876	1,752	2.82%	2.82%	48	2.82%
Institutional Fee (Online)	32			3.23%			
International Student Fee		160	320		3.23%	10	3.23%
Killington Trimester Fee			2,968			86	2.98%

OTHER FEES	Per Credit	Semester	AY 2027-28	Per Credit	Semester	Year Var	Year Var %
Course Fees (per course)	varies		varies per course			varies per course	

ROOM PRICING	Semester	AY 2026-27	Semester	AY 2027-28	Semester	Year Var	Year Var %
Standard Rooms							
Double Room	4,341	8,682	4,471	8,942	2.99%	260	2.99%
Single Room	5,478	10,956	5,642	11,284	2.99%	328	2.99%
Triple Room	3,425	6,850	3,528	7,056	3.01%	206	3.01%
Premium Rooms & Apartments							
Rita Bole	5,994	11,988	6,174	12,348	3.00%	360	3.00%
Johnson College Apartment Multi	3,792	7,584	4,057	8,114	6.99%	530	6.99%
Johnson College Apartment Single	5,478	10,956	5,861	11,722	6.99%	766	6.99%
Johnson College Apartment Family			4,171	8,342	New	New	New
Killington Single	4,548	9,096	4,684	9,368	2.99%	272	2.99%
Killington Double	3,929	7,858	4,047	8,094	3.00%	236	3.00%

BOARD PRICING	Semester	AY 2026-27	Semester	AY 2027-28	Semester	Year Var	Year Var %
Standard Dining							
Unlimited Meal Plan	2,891	5,782	2,978	5,956	3.01%	174	3.01%
12 Meal Plan	2,785	5,570	2,869	5,738	3.02%	168	3.02%
8 Meal Plan	2,675	5,350	2,755	5,510	2.99%	160	2.99%
Killington Dining	2,613	5,226	2,691	5,382	2.99%	156	2.99%

INSTITUTION I/S RATES	TUITION	FEES	ROOM	BOARD	TOTAL	YEAR
Vermont State University AS PROPOSED	***11,424***	***1,752***	***8,942***	***5,956***	***28,074***	***FY28***
Keene State College	12,348	3,184	10,500	4,886	30,918	FY27
Plymouth State University	15,444	-	14,008	-	29,452	FY27
Framingham State University	970	11,620	11,170	5,070	28,830	FY27
Eastern Connecticut State University	6,998	6,930	9,124	7,268	30,320	FY27
SUNY Plattsburgh	7,070	1,965	19,000	-	28,035	FY27

MILITARY-AFFILIATED TUITION RATE PROPOSAL

Expanding Access, Supporting Enrollment Growth, and Honoring Service

Proposal for Board of Trustees Consideration

Executive Summary

Vermont State University seeks Board authorization to establish a tuition rate of **$250 per credit** for eligible active-duty military personnel and their spouses who enroll in select online asynchronous programs. Based on current enrollment patterns, the proposal would require approximately **10 additional students** during the fall and spring semesters taking an average of six credits per term to offset the tuition reduction and reach revenue neutrality.

1. Current Structure and Proposed Change

Element	Current Structure	Proposed Structure
Eligible population	Approximately 50 military-affiliated students	Active-duty military personnel and their spouses
Tuition rate	$402 per credit	$250 per credit
Average enrollment	6 credits per term	Planning assumption remains 6 credits per term

2. Financial Impact

Current term revenue is approximately **$38,592** (16 students × 6 credits × $402). At the proposed rate, the same students would generate **$24,000**, resulting in an estimated term revenue reduction of **$14,592**.

Revenue per Student at Proposed Rate	Total Students Needed	Additional Students Needed
$1,500 per term	**26**	**10**

3. Break-Even Analysis

At $250 per credit and six credits per term; each student generates $1,500 in tuition revenue. VTSU would therefore need approximately 26 total students, or 10 **students above the current enrollment of 16**, to maintain current term revenue. This calculation is limited to tuition revenue and does not include potential housing, auxiliary, or outcomes-based revenue.

4. Strategic Rationale

- Creates a clear, marketable tuition commitment for military-affiliated learners.
- Supports enrollment growth while advancing VTSU's public service and workforce missions.
- Reduces financial barriers for students whose education may be affected by service obligations, relocation, or family transitions.
- Provides a manageable enrollment threshold for reaching revenue neutrality through targeted recruitment.

5. Recommended Board Action

Recommended motion: Move that the Vermont State Colleges System Board of Trustees authorize Vermont State University to establish a $250 per-credit tuition rate for eligible active-duty military personnel and their spouses, subject to final eligibility, implementation, and annual assessment guidelines developed by the administration.

The administration will monitor applications, enrollment, credit load, tuition revenue, and progress toward the break-even threshold and report outcomes through the university's regular tuition and scholarship review process.

Proposal: Engineering & Construction Program Financial Aid Pilot

Purpose

Vermont State University has identified several high-value engineering and construction-related programs that have experienced persistent enrollment challenges:

- Architectural Engineering Technology
- Civil & Environmental Engineering Technology
- Construction Management
- Electrical/Electromechanical Engineering Technology
- Mechanical & Manufacturing Engineering Technology

These programs align directly with Vermont's workforce needs and support critical sectors including infrastructure, construction, manufacturing, transportation, energy, and economic development. However, these programs also carry differential tuition costs that may create a perceived or actual barrier to enrollment.

Pilot Objective

The purpose of this pilot is to test the hypothesis that cost is a significant enrollment barrier for prospective students considering these programs. By offering targeted, stackable financial aid to newly admitted students, Vermont State University can evaluate whether reducing net price improves student yield resulting in enrollment growth, and an increase in net tuition revenue.

Financial Aid Design

Vermont State University Innovation Award

- Available to newly admitted first-year and transfer students enrolling in one of the targeted programs on a first come first serve basis.
- Awarded in addition to existing merit and need-based aid.
- Pilot financial aid amount: **Up to $4,000** for full-time enrollment (final award level to be determined based on available funding and enrollment goals). Financial Aid amounts for part-time students will be prorated based on the enrolled credit count.
- Financial Aid recipients would be required to enroll in one of the designated programs.

Cost and Break-even Analysis

The primary financial risk of this pilot is that it would reduce net tuition revenue if enrollment does not grow as anticipated. Based on current enrollment, **68** students across the targeted programs would receive a **$4,000** financial aid award, representing a total institutional investment of **$272,000**

annually. In the unlikely scenario that the financial aid generates no additional enrollment, the university would absorb the full cost of the discount and likely discontinue the program.

However, the financial break-even point is relatively modest. Assuming an average net tuition contribution of approximately **$11,000** per student per year, the pilot would require only **25 additional enrolled students** to offset the entire financial aid investment. Given the enrollment elasticity typically associated with targeted affordability initiatives and the growth potential within these programs, the likelihood of generating at least this level of incremental enrollment appears strong, making the financial downside limited while creating significant upside potential for enrollment growth and net revenue generation. Many of the additional students would also be living on campus increasing housing and meal revenue substantially.

Pilot Goals

The pilot will seek to determine whether targeted financial aid awards:

- Increase admitted student yield rates.
- Expands enrollment in underenrolled engineering and construction programs.
- Generates sufficient additional tuition and fee revenue to offset financial aid expenditures.
- Improves the competitiveness of VTSU relative to regional public and private institutions offering similar programs.

Assessment Plan

The pilot should be evaluated over two admission cycles and compare:

- Yield rates before and after implementation of financial aid awards.
- Enrollment growth by program.
- Net tuition revenue generated by incremental enrollments.
- Student feedback regarding affordability and decision-making factors.

.

PROPOSED EXPANSION OF THE GOOD NEIGHBOR PROGRAM

Financial Impact and Enrollment Return-on-Investment Analysis

Executive Summary

The current Good Neighbor Program increased enrollment from eligible counties by 14.7% from Fall 2025 to Fall 2026. Expanding eligibility statewide to students from New York, Massachusetts, and New Hampshire would simplify the offer, strengthen regional recruitment, and replace a county-based message with a clear statewide tuition guarantee. The estimated annual institutional aid investment is $341,376. Under the most conservative year-one tuition model, 31 additional students would offset the investment. A consistent four-year model lowers the threshold to 8 students using net tuition alone and to 4 students when four years of residence revenue are included.

1. Current Program and Proposed Change

Element	Current Approach	Proposed Expansion
Geographic eligibility	Students from designated eligible border counties	All eligible students from New York, Massachusetts, and New Hampshire
Housing expectation	Campus housing is required to retain eligibility, subject to approved exceptions	No change to the housing requirement or approved-exception process
Recruitment message	County-based eligibility requires students and families to verify residence eligibility	A simple statewide message: students from NY, MA, and NH qualify

The proposed change expands geographic eligibility only. Existing academic, enrollment, and housing requirements would remain in effect unless separately revised.

2. Estimated Annual Cost of Expansion

In Fall 2026, 84 enrolled students from New York, Massachusetts, and New Hampshire did not qualify for the Good Neighbor rate. The estimated incremental aid required for those students is:

Assumption	Amount
Average institutional aid currently awarded	$7,000
Value of Good Neighbor tuition discount	$11,064
Additional aid required per student	+$4,064
Potentially affected Fall 2026 students	84
Estimated annual incremental investment	84 x $4,064 = $341,376

3. Revenue Assumptions and Retention Impact

To make the comparison more consistent, the analysis separates a conservative year-one view from a four-year retained student illustration. The four-year model applies the same time horizon to tuition and residence revenue.

Revenue Component	Year 1	Four-Year Value	Treatment
Net tuition revenue per additional student	$11,088	$44,352	Net revenue assumption, no annual tuition increase
Residence hall revenue per residential student	$8,682	$34,728	Gross housing revenue only with no annual increase; net contribution requires Finance validation

Combined revenue per additional residential student	$19,770	$79,080	Illustrative four-year revenue proxy

Important limitation: The residence figure is currently a gross revenue assumption. Before final Board action, Finance should validate the net housing contribution after variable costs and confirm the appropriate retention horizon. The four-year model is therefore presented as an illustration, not a final lifetime net revenue estimate.

4. Break-Even Analysis

Scenario	Revenue per Added Student	Calculation	Break-Even
Conservative: year-one net tuition only	$11,088	$341,376 / $11,088	31 students
Four-year retained student: net tuition only	$44,352	$341,376 / $44,352	8 students
Four-year residential student: tuition +housing	$79,080	$341,376 / $79,080	4 students

This range demonstrates the value of persistence: each additional year of retained enrollment generates additional tuition revenue, and residential students may also generate continued housing revenue. As retention improves, the number of additional students required to recover the initial aid investment declines.

5. Enrollment Growth Scenarios

Additional Residential Students	Four-Year Tuition + Housing Revenue	Revenue Above/(Below) Investment	Result
5	$395,400	$54,024	Above break-even
10	$790,800	$449,424	Above break-even
15	$1,186,200	$844,824	Above break-even
20	$1,581,600	$1,240,224	Above break-even

Under this illustrative four-year residential model, five additional residential students would generate approximately $395,400 in four-year tuition and housing revenue, exceeding the estimated annual aid investment by approximately $54,024.

6. Strategic Rationale

- Simpler message: “Students from New York, Massachusetts, and New Hampshire qualify” is easier to communicate than a county-by-county eligibility structure.
- Better student experience: statewide eligibility reduces confusion for prospective students and families during the college search and financial aid process.
- Stronger regional positioning: the expansion would provide a consistent tuition guarantee across three priority neighboring-state markets.
- Manageable enrollment threshold: the proposal requires modest incremental growth to recover the estimated investment, particularly when retention and residential revenue are considered.
- Operational efficiency: statewide eligibility should reduce the need for staff to explain, verify, and market varying county-level rules.

7. Recommended Action

Recommendation: Approve expansion of the Good Neighbor Program to all otherwise eligible students from New York, Massachusetts, and New Hampshire, effective for the next entering class.

The expansion should be monitored through annual dashboard tracking applications, admits, deposits, matriculation, retention, residential participation, institutional aid, and net tuition and housing contribution by state.

Proposal: Good Neighbor Financial Aid Expansion for Current Sophomores

Purpose

Vermont State University should offer the identified group of 16 current sophomores an increase in financial aid support to the proposed Good Neighbor award level, contingent upon each student remaining enrolled full time and living in university housing for the next two academic years.

Financial Rationale

The proposed financial aid increases would require an additional institutional investment of $68,024 annually. In return, the two-year campus residency requirement would secure approximately $138,912 in annual housing revenue. This produces an estimated positive gross revenue impact of **$70,888 per year, or $141,776 over two years**.

Importantly, each student generates more housing revenue than the additional financial aid provided. The estimated annual positive return ranges from approximately $1,118 to $8,118 per participating student.

Strategic Benefits

In addition to the direct revenue benefit, the proposal would:

- Incentivize students to remain in university housing during their junior and senior years, when many students begin considering off-campus options.
- Increase residential continuity and help maintain stable residence-hall occupancy.
- Strengthen campus vibrancy by retaining experienced students who can participate in clubs, athletics, leadership opportunities, events, and peer support.
- Support student retention by maintaining students' connection to campus services and the residential community.
- Provide students and families with a clear, predictable financial incentive tied to continued enrollment and campus residency.

Recommended Conditions

The additional financial aid should be renewable for up to two years and require students to:

1. Enroll full-time and maintain satisfactory academic progress.
2. Reside in university housing for each semester in which the additional financial aid is received.

3. Remain responsible for applicable housing and meal-plan charges.
4. Understand that moving off campus or withdrawing would result in cancellation or prorating of the additional award.

Recommendation

Approve a targeted, two-year Good Neighbor financial aid expansion for the 16 identified sophomores. This approach uses institutional aid strategically to secure housing revenue, encourage continued enrollment, strengthen residential occupancy, and contribute to a more active and vibrant campus community.

Financial Summary

- **Students included:** 16
- **Current annual financial aid expense:** $109,000
- **Proposed annual financial aid expense:** $177,024
- **Additional annual financial aid investment: $68,024**
- **Annual housing revenue secured: $138,912**
- **Net annual gross revenue after additional financial aid: $70,888**
- **Two-year net gross revenue: $141,776**
- **Average annual net gain per student: $4,431**
- **Two-year average net gain per student: $8,861**

These figures treat housing revenue as gross revenue and do not deduct variable housing or dining expenses. A final net contribution analysis should incorporate those costs, although many

11. Recommend revision to Board Policy 429: Procurement and Contracting **(Action)**

Background and Rationale

The Vermont State Colleges System (VSC) adopted revisions to Policy 429 in March 2026, in anticipation of the implementation of Workday Financials on July 1, 2026. At that time, the System had not yet had the opportunity to evaluate how its purchasing and contracting processes would function within the new financial management environment.

Since implementation, VSC has gained practical experience with Workday's purchasing, approval, and financial control capabilities. This experience has highlighted opportunities to improve administrative efficiency, better align purchasing methods with the nature and risk of individual transactions, and make more effective use of system-supported controls and audit trails. It has also reinforced the importance of distinguishing the Board's responsibility for establishing procurement policy from management's responsibility for administering purchasing and contracting activities.

As part of this review, VSC examined procurement governance and delegation practices at other public higher education systems, including the University of Maine System, the University System of New Hampshire, and the University of California. These systems provide useful examples of governance frameworks in which governing boards establish fiduciary expectations and delegate operating authority, while executive leadership maintains detailed purchasing procedures, documented delegations of authority, and financial controls.

The University of Maine System, for example, maintains a Board policy governing signatory authority, with more detailed purchasing requirements established through systemwide administrative procedures. The University System of New Hampshire similarly uses documented delegations of contracting authority and administrative guidelines that establish responsibilities and limitations. The University of California distinguishes powers reserved to its Board of Regents from those delegated to executive leadership.

Proposed Policy Changes

The proposed revision to Policy 429 reflects these principles and VSC's experience implementing Workday. It would:

- Establish durable governing principles emphasizing prudent stewardship, appropriate competition, ethical conduct, accountability, and financial controls proportionate to transaction risk.
- Clarify the Chancellor's authority to delegate purchasing and contracting responsibilities to the Chief Financial and Operating Officer (CFOO) and institutional Presidents, including their authority to make further written delegations within established limits.
- Establish the CFOO's responsibility for systemwide procurement standards, financial controls, and administration of a written delegation-of-authority schedule, while preserving institutional purchasing authority within those standards.
- Place detailed purchasing methods, competitive sourcing thresholds, approval workflows, and related administrative requirements in Chancellor's Procedures rather than Board policy, allowing them to be refined as operating experience and system capabilities evolve.

- Strengthen Board oversight through periodic reporting to the Finance and Facilities Committee and consultation with Board leadership, following assessment by the Chancellor and CFOO, when extraordinary or strategically significant commitments may materially affect the System.

The proposed policy retains the Board's authority over matters specifically reserved by law, Board policy, or resolution. It does not eliminate competitive procurement requirements or diminish management's responsibility for appropriate authorization, documentation, compliance, and financial accountability.

Recommendation

The Finance and Facilities Committee is asked to review the proposed revisions to Policy 429 and recommend their approval by the Board of Trustees. The revised policy would provide a more durable governance framework while allowing the Chancellor and CFOO to continue refining purchasing and contracting procedures based on VSC's operating experience, institutional needs, and the capabilities of Workday Financials.

Manual of Policy and Procedures

Title	Number	Page
PROCUREMENT AND CONTRACTING	**429**	**1 of 3**
	Date **November 2, 2026**	

Purpose
To establish governing principles, fiduciary safeguards, delegated authority, and accountability for procurement and contracting of equipment, goods, services, travel, hospitality, and related business expenditures throughout the Vermont State Colleges System (VSC).

1. Governing Principles

- VSC resources shall be used prudently, transparently, ethically, and in support of the public mission of the System.
- Procurement controls shall be proportionate to the financial, contractual, operational, compliance, and reputational risk of the transaction.
- VSC shall seek best value through appropriate competition, considering price, quality, service, total cost of ownership, supplier performance, contractual terms, and mission-related considerations.
- Purchases shall be within approved budgets and comply with applicable law, grant or sponsor requirements, conflict-of-interest requirements, and other VSC policies.
- Transactions shall not be divided or structured to avoid an approval, competition, or control requirement. Procurement and payment processes shall leverage the System's enterprise financial management systems to support appropriate authorization, budgetary control, transparency, efficiency, and auditability.

2. Delegation and Administration

The Board delegates administration of procurement and contracting to the Chancellor. The Chancellor may delegate purchasing and contracting authority in writing to the Chief Financial and Operating Officer (CFOO), institutional Presidents, and other designated executive officers, consistent with their responsibilities and approved budgets.

The CFOO and institutional Presidents may further delegate purchasing and contracting

DRAFT

authority to appropriate officials within their respective areas of responsibility. No official may subdelegate authority greater than that which has been delegated to them. All sub-delegations shall be documented in writing, remain subject to the limitations and requirements established by the Chancellor, and be reported to the CFOO for inclusion in the systemwide delegation-of-authority schedule. The delegating official remains accountable for the exercise of delegated authority.

The CFOO shall have systemwide responsibility for establishing, administering, and overseeing procurement standards, financial controls, and related business processes to ensure consistency, compliance, efficiency, and accountability throughout VSC. Institutional purchasing and contracting decisions shall be exercised under delegated authority and in accordance with these systemwide standards and controls.

3. Approval Authority and Delegation Schedule

Routine procurement within approved budgets shall be administered under written delegations established by the Chancellor. The Chancellor shall establish applicable transaction and contracting thresholds and retain approval of material commitments as defined in the Chancellor's Procedures. The CFOO shall maintain, on behalf of the Chancellor, a written schedule of delegated procurement and contracting authority, including dollar limits, restrictions, and approval requirements. The schedule shall be reviewed at least annually and updated as necessary.

Board approval is required when another Board policy, law, or Board resolution specifically reserves the matter to the Board. Ordinary purchases of goods and services do not require Board approval solely because of transaction value unless the Board expressly establishes such a requirement.

For extraordinary, unbudgeted, or strategically significant commitments that may materially affect the System's financial position, operations, or long-term obligations, the Chancellor, in consultation with the CFOO, shall assess the financial and operational implications of the proposed commitment and consult with the Chair of the Board or the Chair of the Finance and Facilities Committee to determine whether advance Board consideration or approval is warranted. The Chancellor may also refer other matters to the Board for consideration at the Chancellor's discretion.

4. Competition and Exceptions

The Chancellor shall promulgate procedures governing purchasing methods, competitive sourcing appropriate to transaction value and risk, contracting, purchasing cards, direct payments, and documented exceptions, including sole-source procurement, emergencies, and cooperative contracts. The CFOO may issue administrative standards, control matrices, job aids, and system guidance to implement those procedures.

DRAFT

5. Special Categories

- Real estate acquisitions, dispositions, and leases are governed by Policy 426.
- Capital construction, renovation, and maintenance are governed by Policy 428 and the VSC Construction Manual.
- External legal counsel is governed by Policy 409.
- Technology purchases shall comply with applicable security, accessibility, privacy, integration, and technology-governance requirements.
- Purchases using externally restricted funds shall comply with applicable sponsor, federal, and state requirements where more restrictive.

6. Internal Controls and Accountability

Procurement and payment processes shall maintain appropriate segregation of duties, authorization, budget accountability, documentation, receipt or acceptance of goods and services, reconciliation, and auditability, using system-supported controls and workflows wherever practicable, consistent with Policy 431 and other applicable requirements. Purchasing privileges may be limited, suspended, or revoked for noncompliance; violations may result in corrective or disciplinary action consistent with applicable policies and collective bargaining agreements.

7. Oversight and Review

The Chief Financial and Operating Officer shall provide periodic reports to the Finance and Facilities Committee on procurement performance, material exceptions, significant contractual commitments, and identified compliance risks, with the frequency and format of such reporting established in consultation with the Committee.

Signed by:

_____,
Elizabeth Mauch, Chancellor

Date	Version	Revision	Approved By
5/23/13	Revised	Policy Revised	Board of Trustees
8/12/20	Revised	Amended Chancellor approval requirements	Board of Trustees
3/9/26	Revised	Comprehensive Revision	Board of Trustees
TBD	Proposed	Revises procurement governance, delegated authority, and financial controls	

DRAFT

VERMONT STATE COLLEGES SYSTEM (VSCS) ANNUAL TRUSTEE COMPLIANCE ACKNOWLEDGEMENT AND CONFLICT OF INTEREST DISCLOSURE FORM

Trustees of the VSCS must complete this form annually and update the disclosures as necessary

As reflected in the first five words of the VSCS mission statement – "for the benefit of Vermont" – all members of the VSCS community, including Trustees, are expected to conduct themselves in a manner that demonstrates this objective. Community members must act according to the highest ethical standards in all circumstances and conduct themselves with integrity, honesty, openness and transparency. The VSCS is committed to upholding the ethical, professional, and legal standards outlined in its policies and mandated by federal and state law.

COMPLIANCE WITH LAWS, RULES AND REGULATIONS

Performing your responsibilities as a Trustee on behalf of the VSCS must be consistent with all applicable laws and regulations, including but not limited to those of the United States and the State of Vermont, and with System policies and procedures. You recognize your responsibility to understand and comply with the laws, regulations, policies, procedures, and ethical standards as they apply to your performance as a Trustee, and for keeping that understanding up to date. You are responsible for seeking regulations, policies, procedures and standards.

CONFIDENTIALITY

In your role as a Trustee, you receive or have access to confidential information regarding negotiations, transactions, legal affairs and other non-public issues (e.g., student or employee specific information) either during executive sessions of Board or Committee meetings, or in other contexts within the VSCS. You recognize your obligation as a Trustee to maintain such information confidential and to be familiar with specific regulations, policies and state and federal laws governing the release of information (such as Vermont's Public Records Act, FERPA). You further acknowledge that use of any confidential information in a manner that benefits you, your family or your business associates is a violation of your fiduciary duty to the VSCS and possibly a violation of the law.

HARASSMENT AND DISCRIMINATION

All Trustees, staff, faculty, students and others have a right to a VSCS environment free of discrimination and harassment, including sexual harassment. ***VSCS Policy 311 – Prevention of Discrimination*** prohibits discrimination based on sex, race, color, religion, age, sexual orientation, gender identity, national origin, ethnicity, place of birth, ancestry, creed, religion, disability, veteran status, marital status, genetic information, positive HIV-related blood test results or any other status protected by state or federal law. Both ***Policy 311*** and ***Policy 311 A – Prevention of Sexual Misconduct*** require the VSCS to comply with Title IX of the Higher Education Amendments Act of 1972, which prohibits discrimination on the basis of sex in its education program and activities, admission and employment.

PROTECTION OF MINORS
All members of the VSCS community including Trustees have an obligation to protect all minors present on VSCS property as well as those participating in VSCS-sponsored programs and activities. VSC ***Policy 316 Protection of Minors and Mandatory Reporting of Child Abuse and Neglect*** creates an independent duty for all members of the VSCS community to receive training and report suspected cases of abuse of a minor by any adult affiliated with the VSCS.

REPORTING FRAUDULENT, ILLEGAL OR IMPROPER ACTIVITIES
If you become aware that a person or entity is violating VSCS policies or the law, you are encouraged to report your concerns to the Board Chair or the Chancellor. Alternatively, you may report such concerns anonymously and confidentially using the Whistleblower Hotline (EthicsPoint) at https://secure.ethicspoint.com/domain/media/en/gui/25224/index.html or by calling (866) 215-4016. *See* ***Policy 211 – Whistleblower Policy for Reporting Fraudulent, Illegal or Improper Activities*** and its Implementing Procedures.

I have read the preceding information and I will follow, to the best of my ability and knowledge, all laws, regulations, policies and procedures that apply to my role as a Trustee. Acknowledge:

_____ _____ _____
Trustee Signature Date Trustee Name

CONFLICT OF INTEREST DISCLOSURE

VSC Policy 207 states: "It is important to the proper operation of the Vermont State Colleges system that its Trustees and Executives be independent and impartial; that system decisions and policy be made fairly and impartially, on the merits of the matter at issue; that Trustee and Executive positions not be used for private gain other than the remuneration provided by the Vermont State Colleges system; and that there be public confidence in the integrity of the Vermont State Colleges system."

Trustees and Executives shall disclose any conflict of interest or appearance of a conflict of interest. From Policy 207:

"Conflict of interest" means a significant interest of a Trustee or Executive or such an interest, known to the Trustee or Executive, of a member of his or her immediate family or household or of a business associate, in the outcome of any particular matter pending before the Trustee or Executive. "Conflict of interest" does not include any interest that (i) is no greater than that of other persons generally affected by the outcome of the matter; or (ii) has been disclosed and found not to be significant. "Appearance of a conflict of interest" means the impression that a reasonable member of the public might have that a Trustee's or Executive's judgment might be significantly influenced by outside interests, even though there is no actual conflict of interest. Please complete and sign the following:

I have no conflict or appearance of conflict of interest to report.

I have the following conflict(s) or appearance of conflict(s) of interest to report:

1. _____

2. _____

3. _____

In submitting this form, I affirm that I have read and clearly understand the Vermont State Colleges System Policy 207 on Conflict of Interest and that the above information is true and complete to the best of my knowledge; and I also accept responsibility for complying with the Vermont State Colleges policy on Conflict of Interest and assume responsibility for updating this disclosure as necessary.

_____ _____

Signature Date