To the University of Vermont Community:

I would like to share with you my plans to reorganize certain responsibilities among administrative leaders at the University in ways that will improve support of our mission, priorities, and the strategic action plan. This rebalancing will allow us to better meet the challenges ahead, including assessing and implementing a new budget model, managing our financial and human resources, addressing facilities and technology needs and infrastructure, providing a safe and welcoming campus environment, and continuing to enhance the student experience intellectually, culturally, and socially, as well as strengthening support of faculty and staff. It will also help us to be more efficient and effective.

After due reflection on how best to organize senior staff responsibilities, I plan to make the following organizational changes, effective July 1, 2013. We will implement these changes in a cost effective way.

- Richard Cate’s portfolio will include the offices of Budget and the Controller, as well as Business Services. This will enable him to concentrate on critically important budget and finance matters.

- Tom Gustafson will take on new responsibilities, including supervision of Capital Planning and Management, Administrative and Facilities Services, Enterprise Risk Management, and Police Services. He will continue to administer Government Relations, University Communications, and Athletics, but not Student Affairs.

- Associate Vice President Annie Stevens will assume primary leadership of our Student Affairs functions. She will report to the Provost in order to bring our co-curricular activities into closer alignment with our academic mission.

- Chief Diversity Officer Wanda Heading Grant’s responsibilities will be enlarged to encompass Human Resources. She will continue to oversee the Diversity and Equity Units and Affirmative Action and Equal Opportunity Employment.

- Following David Todd’s retirement, Mara Saule will serve as the Chief Information Officer, overseeing IT programs and operations. She will continue to serve as Dean of University Libraries.

- Gary Derr, who currently serves as VP for Executive Operations, will concentrate on operational matters, such as Emergency Operations; University, Board and Presidential events planning; Honorary Degrees; senior officer conflicts of interest disclosure and management; human resources management with respect to the recruitment and periodic performance review of senior officers; public records act compliance; the University Policy Project; and UVM News You Should Know.
• I also expect to name a Chief of Staff. The Chief of Staff will oversee the Strategic Action Plan progress; assist me in developing Board and senior staff meeting agendas; interface with the Board of Trustees; help with outreach to the campus and higher education entities in Vermont and elsewhere; and manage the Office of the President.

• As I communicated in a recent email, an internal search is now under way to fill the position of Interim Vice President for Research and Dean of Graduate Studies. I hope to complete this search by the end of the semester.

• And very importantly, our national search for the next Provost should reach its conclusion in just a few weeks.

We have important work to advance and we must be organized effectively to do it well. Some details remain to be resolved, such as position titles and job descriptions. These will be completed in upcoming weeks, but I want to make you aware of these plans now as the end of the semester draws near. I am confident that this plan will result in more efficiency, responsiveness, and innovation from the administrative leadership of UVM.

I will keep you informed as this plan is finalized and completed.

Thank you.

Tom Sullivan
President