A meeting of the Educational Policy and Institutional Resources Committee of the Board of Trustees of the University of Vermont and State Agricultural College was held on Friday, December 5, 2008 at 10:45AM in the Livak Ballroom, 417-419 Dudley H. Davis Center.

MEMBERS PRESENT: Chair Martha Heath, Co-Vice Chairs Claire Ayer and Jeffrey Davis, James Betts, Johanna Donovan, James Leddy, Beth Rice, and Jeanette White

TRUSTEES ALSO PRESENT: Board Chair Ian Boyce (afternoon session)

TRUSTEES ABSENT: none

REPRESENTATIVES PRESENT: Faculty Representatives Dan Archdeacon and Cynthia Forehand; Staff Representatives Shari Langlois and Amanda McIntire; Student Representatives Emma Kennedy and Christopher Shackett; Alumni Representative Janet Terp

REPRESENTATIVES ABSENT: Faculty Representative Judy Cohen, Alumni Representative Ted Madden

PERSONS ALSO PARTICIPATING: Frances Carr, Vice President for Research and Dean of Graduate Studies; Marc Diamond, Vice President for Development and Alumni Relations; Wanda Heading-Grant, Associate Provost for Multicultural Affairs and Academic Initiatives; John Hughes, Senior Vice President and Provost; Chris Lucier, Vice President for Enrollment Management; Keith Williams, Registrar

Chair Martha Heath called the meeting to order at 11:02 AM.

Approval of Minutes

A motion was made, seconded and voted to approve the minutes of the September 4, 2008 meeting with the following amendment:
P. 2 – Report by Faculty Senate Curricular Affairs Committee Chair - Last sentence should read: “The Committee approved sixteen courses in the Category One and twenty-two in the Category Two diversity designation.”

Committee Report Assignments

Chair Martha Heath assigned agenda items to each Committee member, giving those individuals the responsibility of reporting back to the entire Board of Trustees the outcome of their agenda item. Those assignments were as follows: Curricular Affairs Committee Report – Claire Ayer, Provost’s Report and Action Items – Martha Heath, Development & Alumni Relations – Jeffrey
Cynthia Forehand, Curricular Affairs Committee Chair, reported that the Faculty Senate Curricular Affairs Committee approved a request from the Area and International Studies Program in the College of Arts and Sciences to establish a new **Major in Global Studies** leading to the Bachelor of Arts degree. Global Studies is a rapidly expanding interdisciplinary field with distinct pedagogical goals, areas of knowledge, and scholarly methodologies. The Global Studies major represents a natural extension of current offerings in the Area and International Studies Program. The Global Studies major will offer students an opportunity for structured study of the social, political, economic, natural, and cultural relationships and interdependencies that extend beyond the boundaries of nation-states. The Committee felt this was an excellent proposal for a major that aligns well with the mission of the University.

The Senate Curricular Affairs Committee also approved a request from the Area and International Studies Program in the College of Arts and Sciences to establish a new **Minor in Global Studies**. The proposed eighteen-credit minor, open to all UVM students, meets the criteria for a minor at this university. It utilizes existing or newly committed resources in the College of Arts and Sciences; there are no new costs associated with the minor. The proposal enjoys the demonstrated support of the many units on campus and is likely to be a popular minor for students from all units. The new major and minor in Global Studies will be brought forward to the Committee at the February 2009 meeting as action items.

**Provost’s Report**

Chris Lucier, Vice President for Enrollment Management, gave a brief update on the status of enrollment at the request of Provost Hughes. He presented various statistics to the Board members which include: an eight percent increase for in-state applications, an eleven percent increase for out of state applications, and a thirty-one percent increase in the number of ALANA applications. Early applications and regular admissions have also increased. The Admissions Office made a decision to keep the VIP applications open to help increase application volume and the quality of students. These applications look at out-of-state students with higher PSAT scores in targeted geographical areas. There has not been an increase in requests for transfers out of the University. Overall, the application volume at UVM is healthy even in dire economic times. Vice President Lucier also reported on student financial aid availability. He is not seeing an increase in appeals for additional aid from current students and there is no intent to reduce financial aid at this time. The number of financial holds for student accounts is down by 150, currently at 500 undergraduate holds. Discussion followed with a suggestion to perhaps offer early applications to Vermonters with no fee. When asked about current hurdles, Vice President Lucier discussed retaining support to need based and merit aid to ensure quality and diversity of students. Also, as a community we need to get out the message of the value of UVM, and focus on a strategic review of national recruitment.
Provost Hughes reported that President Fogel has charged the Provost and President of the Faculty Senate Robyn Warhol-Down with examining class size and graduations minima in closer detail. There is an urgent need to examine the enrollment patterns and graduation metrics of each academic program in order to ensure that the University of Vermont’s investments in these programs are organized in a strategic manner in the midst of tight economic times. As cutbacks have occurred in support of public higher education, and there is a need to contain costs to students, it is time to examine the metrics among the University’s curricular offerings to ensure that UVM is as efficient and robust as possible in curricular offerings.

In the past, review of new or existing programs at UVM has not been as rigorous as at other institutions or in other higher educational systems that employ such practices as having graduate or enrollment minima that trigger a review of existing programs; that undertake new program reviews in context of other forthcoming programs; or that undertake post-proposal review of new programs to ensure that they are meeting projected enrollment minima. Provost Hughes hopes to apply more rigor to the existing criteria, and in the new Program Review Guidelines that are currently being written, incorporate best-practices from around the nation. There needs to be a focus on the best use of University faculty and to consider that it may be time to sunset majors that do not produce graduates. As these guidelines are being prepared, Provost Hughes reminded the Committee to be mindful of faculty workloads, service and especially research time while making the best use of faculty resources.

**Differential Tuition Discussion**

Provost John Hughes led a continuation of the September discussion on differential undergraduate tuition. Provost Hughes presented the status of UVM’s peer and aspirant institutions, as requested by Committee members in September, which illustrates that six out of twelve of our public peers employ differential undergraduate tuition, six out of seven of our public aspirant institutions employ differential undergraduate tuition, and three out of fourteen of our private competitor institutions employ differential undergraduate tuition. Provost Hughes has asked Dean of the School of Business Administration Rocki-Lee DeWitt, Associate Provost for Planning and Assessment Dale Jaffe, and Vice President for Enrollment Management Chris Lucier to form a committee to advise whether to bring to the Board a set of principles for differential tuition for Academic Year 2010-2011 for discussion in February.

**Development & Alumni Relations Report**

Marcus M. Diamond, Vice President for Development & Alumni Relations, reported on the review of the Campaign Impact Report conducted by Grenzebach Glier and Associates. It was determined that in the current hard economic times there is a need to cultivate relationships with new and larger donors while stewarding existing donors as effectively as possible. The current campaign began four years ago and we should capture this momentum and aggressively move into a new campaign with it. Caution was expressed that alumni need to be engaged to avoid alienating them. One suggestion was to connect students graduating with alumni in that field as a way of keeping recent alumni more engaged.
Vice President Diamond next reported on fundraising for facilities on campus in relation to other universities with comparable fundraising programs. There is potential for philanthropic donors. He pointed out that UVM has to be clear about its priorities for the future.

He concluded his report by noting that the Department of Development and Alumni Relations staffing opportunities (vacant positions) are in flux due to the current budget status.

At 12:30 p.m., the Chair recessed the meeting.

The Chair reconvened the meeting at 1:30 p.m.

Action Items

Chair Heath presented the following resolutions for approval:

**Resolution Approving the Creation of a Certificate of Graduate Study in Complex Systems**

RESOLVED, that the Board of Trustees approves the creation of a Certificate of Graduate Study in Complex Systems, as approved and advanced by the Provost on October 13, 2008, and the President on October 15, 2008.

**Resolution Approving a New Minor in Public Communication**

RESOLVED, that the Board of Trustees approves the new minor in Public Communication as approved and advanced by the Provost on October 13, 2008 and by the President on October 15, 2008.

A motion was made, seconded and it was unanimously voted to approve the resolutions.

**Strategic Research Roadmap Final Plan**

Frances Carr, Vice President for Research and Dean of Graduate Studies, reported on the framework for a research “roadmap.” The roadmap provides a framework for planning, investment, and evaluation. She highlighted the essential elements of the roadmap with emphasis on two goals: 1) ensure the continued success as a research institution and 2) achieve national distinction in program quality. This plan will formalize and clarify the UVM research mission for the next decade, and continue the work to improve and advance research achievement and productivity on our campus. Vice President Carr also emphasized the importance of the research strategic plan in assisting the University of Vermont with its quest to be among the small premier research universities. Next steps are leadership review, endorsement with the University Strategic Plan, establishment of a process for review of graduate programs, and incorporate research and scholarship as well as budgets in annual strategic plans. Discussion followed supporting campus collaboration, cluster hiring in thematic areas across programs, and promoting research area partnerships.
**Diversity Curriculum Update**

Wanda Heading-Grant, Associate Provost for Multicultural Affairs and Academic Initiatives, updated the Committee on the six-credit diversity requirement. She provided background information on the composition of the Diversity Curriculum Review Committee (DCRC). An assessment committee of the DCRC was also established and charged with identifying strategies for assessing implementation of the diversity curriculum requirement. The committee is focused on creating a comprehensive assessment plan that would take into account a variety of aspects of implementation, including student and faculty perspectives, student outcomes, and institutional capacity. The DCRC has met twelve times to review course proposals and establish new policies. These policies range from issues regarding special topic courses, transfer credit and student alternative experiences, which are currently under consideration by a sub-committee of the DCRC. Twenty-seven courses were approved at the most recent DCRC meeting.

Registrar Keith Williams reported that the utilization of Diversity courses is similar to that of other first year, undergraduate courses, about 97%. Students have access to the courses to meet their requirement but more need to be added.

There appears to be little or no resistance to the diversity credit requirement. Many courses already existed and were heavily utilized before the requirement was instituted. Associate Provost Heading-Grant speculates that it is too early for accurate feedback. An evaluation is planned for this fall.

The Associate Provost for Multicultural Affairs and Academic Initiatives has hosted and co-sponsored several events in the spirit of the approved proposal aimed at faculty professional development such as Blackboard Jungle, James A. Banks, Jonathan Marc, and Jena 6. The office is currently in the process of developing additional opportunities to support multicultural education and a safe learning and working environment for both faculty and students.

**Other Business**

Vice President for Enrollment Management, Chris Lucier discussed financial literacy and debt counseling for students. All students receiving federal loans are required to take online debt counseling. Those who withdraw or graduate are required to take online exit counseling before their transcripts are released. Student Financial Services provide on the spot counseling. The College of Medicine currently has a Financial Guidance Counselor.

Additionally, the student orientation schedule offers a “Show me the Money” workshop meant for students, that parents typically attend. His office is currently looking at requiring a financial literacy course for first year students. A concern is that the expected family contributions will change due to current economic issues.

**Agenda Items for February meeting**

The following items were proposed for the February meeting agenda:
• Differential tuition
• Class size minima
• Production of majors
• Efficiencies in academic structure

**Adjournment**

There being no further business, the meeting was adjourned at 2:28 p.m.

Respectfully submitted,

Martha Heath, Chair