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, October 29, 2010 at 1:30 p.m. in the Livak Ballroom, 417-419 Dudley H. Davis Center.

MEMBERS PRESENT: Chair Clair Ayer, Co-Vice Chairs Jeffrey Davis and Johanna Donovan, Christopher Bray, Frank Cioffi, John Hilton, David Potter, Dale Rocheleau, Adam Roof, and Jeanette White

TRUSTEES ABSENT: President Daniel Fogel and Bill Ruprecht

OTHER TRUSTEES PRESENT: Harry Chen

REPRESENTATIVES PRESENT: Faculty Representatives Richard Galbraith, Cathy Paris, and Susan Crockenberg; Staff Representatives Shari Langlois and Amanda McIntire; Student Representatives Gisele Nelson and Asher Lober (for Whitney O’Brien) and Graduate Student Representatives Sarah Surgala and Goodarz Ghanavati

REPRESENTATIVES ABSENT: Alumni Representative Ted Madden and second Alumni Representative appointment (vacant) and Student Representative Whitney O’Brien

PERSONS ALSO PARTICIPATING: Jane Knodell, Interim Senior Vice President and Provost; Wanda Heading-Grant, Chief Diversity Officer and Special Assistant to the President for Multicultural Affairs; Domenico Grasso, Vice President for Research and Dean of the Graduate College; Christopher Lucier, Vice President for Enrollment Management; Annie Stevens, Associate Vice President for Student and Campus Life; Robert Vaughan, Director for Capital Planning and Management; Joel Goldberg, Associate Dean College of Arts and Sciences; and Brian Reed, Associate Provost for Curricular Affairs

Chair Claire Ayer called the meeting to order at 1:37 p.m.

Approval of Minutes

A motion was made, seconded and voted to approve the minutes of the May 21, 2010 meeting.

Provost’s Report

Interim Provost Jane Knodell provided an update on the status of the current Provost’s Office initiatives in collaboration with the Faculty Senate and the Council of Deans.

The Academic Program Review (APR) process is undergoing final revision with input from the Council of Deans. These revisions will be submitted to the Curricular Affairs Committee and
Full Senate for approval then will be submitted for adoption at the February 2011 Board of Trustees Meeting. The cycle for APR will be eight years.

The Viability Review, a separate process from APR, will identify in a timely way which programs may be at risk. Minimum thresholds for enrollments, graduation rates and activity will be established and the Office of Institutional Studies will identify programs with low graduation rates and low activity. An immediate review, superseding the eight year APR cycle, will occur resulting in a return to the regular eight year APR cycle, or a restructure or termination of the program using the existing process – Appendix C of the Faculty Senate Bylaws. The plan for reviewing programs for viability will be shared with the Committee for informational purposes at the February 2011 meeting.

The diversification of tuition revenue sources is necessary for the long-term sustainability of the institution. There are several Internationalization initiatives underway to further the university’s goal of building enrollment and a diverse and globally aware community. The 2011 Continuing Education summer session courses are being coordinated by the Provost’s Office to offer courses that will better reflect the needs and demands of targeted markets. The goal is to generate more revenue from students from other universities and to boost graduation rates of our students through summer session offerings.

There is an increased global demand for degrees and certificate programs delivered online. The development of UVM’s first fully online professional masters degree program – the Masters in Public Administration is in its early stages and will be used as a pilot program to test for necessary university system adaptations.

**Introduction of New Chief Diversity Officer**

Wanda Heading-Grant, Chief Diversity Officer and Special Assistant to the President for Multicultural Affairs (CDO) thanked President Fogel and Interim Provost Knodell for their support in the transition of the Diversity and Equity units on campus. Her new role is to lead the university in fulfilling its commitment to be a diverse campus that is welcoming, respectful and inclusive for all. Her goal is to build bridges of collaboration and partnership to help carry out the work of enriching the cultural and intellectual climate of UVM. The CDO coordinates all aspects of diversity, inclusion, educational and employment equity, affirmative action, cultural understanding and competency, and civil and human rights. She provides oversight to the following directors: Sherwood Smith - Center for Cultural Pluralism, Beverly Colston - ALANA Student Center, LuAnn Rolley - Women’s Center, Dot Brauer - LGBTQA Center, Ken Maskell - Abenaki Outreach Program, Office of Affirmative Action and Equal Opportunity, and five Presidential Commissions.

**Report by the Faculty Senate Curricular Affairs Committee Chair**

Cathy Paris, Faculty Senate Curricular Affairs Committee Chair, reported there were no new initiatives or proposals to review for academic programs since the May 2010 meeting. The committee has completed academic program reviews of Engineering Management, Environmental Studies, Integrated Biological Science, Masters in Public Administration and
Statistics & Biostatistics. The academic program reviews in progress are Engineering, Graduate Program in Curriculum and Instruction, Microbiology and Molecular Genetics, Environmental Sciences.

**Capital Projects Deferred Maintenance**

Annie Stevens, Associate Vice President for Student and Campus Life and Robert Vaughan, Director for Capital Planning and Management, presented background on the estimated $4 million Mason/Simpson/Hamilton Residential Complex deferred maintenance request. The renovation will be limited to the dorm rooms, restrooms, dorm hallways and furniture as the Redstone dining halls and entryways renovations have already been completed. Window replacement is not necessary at this time. Architects are currently working on the scope of the project in relation to fire codes, ADA accessibility, roofing, ventilation, amenities and aesthetics.

**U.S. Sino Pathways Program**

Christopher Lucier, Vice President for Enrollment Management, gave an update on the U.S. Sino Pathways Program. Twenty nine students are enrolled in the program in fall 2010 as degree students. Of those twenty nine, twenty eight students attended a 10-week Bridge program at UVM. The program has enhanced diversity on campus, increasing our international students from .6% to 1%. Primary concerns are quality and rigor of the preparatory academic coursework the students take in China and the extent of transition support necessary. It is recommended that we continue to participate in this program for at least one more year.

**Action Items**

Chair Ayer presented the following resolutions for approval:

**Mason/Simpson/Hamilton Residential Complex Renovation Resolution**

WHEREAS, the Board of Trustees Educational Policy and Institutional Resources Committee has carefully reviewed the program, scope, and preliminary estimate of $4,000,000 for the proposed Mason/Simpson/Hamilton Residential Complex renovation and finds it an institutional priority, consistent with the Strategic Capital Plan, and worthy of further review;

THEREFORE, BE IT RESOLVED, that the Educational Policy and Institutional Resources Committee hereby endorses the project and remits it to the Budget, Finance, and Investment Committee for financial review and approval at their February 2011 meeting.

**Resolution Authorizing One-Year Renewal of U.S. Sino Pathways Program at the University of Vermont**

RESOLVED, that the Board of Trustees hereby authorizes the President and/or Vice President for Enrollment Management to enter into a renewal of the existing contract
with Northeastern University and Shanghai Kai Bo Education Investment Management Co., Ltd, for the purpose of continuing for a one year period the multi-component pathways program for students from the Peoples Republic of China (PRC) to begin studies in the PRC and complete them at the University of Vermont.

A motion was made, seconded and it was unanimously voted to endorse and remit the resolutions to the Budget, Finance & Investment Committee.

**Student Success & Satisfaction**

Christopher Lucier, Vice President for Enrollment Management, discussed the three outcomes expected from enhancing the student experience with the focus on student success and satisfaction: enhance academic and co-curricular engagement; prepare students for success as undergraduates; and prepare students to be successful graduates who exemplify our mission and values. Vice President Lucier outlined the FY 2011 actions designed to coordinate, integrate and synchronize the enhancement of the student experience, success and satisfaction: the Retention Study, Residentially Based Learning Task Force, Student Employment Task Force, Academic Unit Initiatives, General Education and the First Year Experience Advisory Board.

**First-Year Experience**

Annie Stevens, Associate Vice President for Student & Campus Life, and Associate Dean Joel Goldberg, the co-chairs of the newly formed First Year Experience Advisory Board, gave a brief overview of the proposed plan for a First-Year Experience Program to improve the student experience at UVM by increasing student success, satisfaction and retention and making sure students are engaged, responsible, understand expectations, and provide them with support early and often. The program has three primary areas: Coordinated Leadership; Academic Unit Initiatives; and Co-Curricular Modules. The goal is to enhance the student experience by developing a comprehensive, integrated plan to focus on Student Success and Satisfaction (S³).

**General Education**

Interim Provost Knodell gave a brief update on the plans for General Education. Plans have been modified on the basis of advice received at the American Colleges and Universities’ Institute on General Education and Assessment in June 2010. As a result, the phased implementation of a general education system will be delayed to no later than fall 2012. It is imperative that all stakeholders: faculty, staff and students be engaged in the process of developing a dynamic system of general education that will prepare students for success in the 21st century. Therefore the General Education Committee has embarked on an engagement campaign. The Committee members are facilitating discussions among faculty, staff and students to get feedback for the final draft of the plan to be brought to the Faculty Senate Curricular Affairs Committee in February 2011, the full Faculty Senate in March 2011 and pending approval to the Board in May 2011.
Assessing Quality of Undergraduate Educational Experience

Interim Provost Knodell provided the Committee with an overview of how to measure the quality of the undergraduate experience and how we can do it better. The Provost discussed types of quality measures: the characteristics of the student body which will lead to a better student experience; learning experience characteristics which produce a high level of student engagement; student success & progress including retention and graduation rates; and learning outcomes which measure what the students have actually learned. Interim Provost Knodell also updated the Committee on shifts in the size distribution of course sections between fall 2007 and fall 2009, which resulted in part from measures taken to close the budget deficit by hiring fewer lecturers.

Transdisciplinary Research Initiative (TRI)

Interim Provost Knodell and Domenico Grasso, Vice President for Research and Dean of the Graduate College, gave an update on the progress of the TRI. An Ad Hoc Committee on TRI was established as called for by the Faculty Senate in October 2010 to ensure Faculty and Administration work cooperatively to implement the TRI.

TRI Steering Committees were selected for each of the three initial Spires: Complex Systems; Food Systems; and Neuroscience, Behavior and Health to provide leadership and cultivate cross-campus collaborations and transdisciplinary research projects and teams. More than 30 nominations and applications were received and with input from the Faculty Senate, a joint ad hoc committee, Council of Deans and other senior academic leadership the TRI Steering Committees were selected. These steering committees will meet with the administration, Faculty Senate and Council of Deans once each semester and will likely call on other Spire faculty members to support their work. The Steering Committees will function as a small executive core within a broad and inclusive band of faculty activity.

Thirty faculty recruitments have been authorized including those held back from the summer of 2009 pending the outcome of the TRI process. The research foci of 21 of these positions are in direct alignment with at least one of our three Spires of Excellence. The search committees for these spire-related positions will now include members with spire expertise from outside the hiring department and the new Steering Committees will have the opportunity to meet with candidates during their interviews and give feedback to the search committee.

The TRI Steering Committees will work with the Faculty Senate and the administration to define the metrics or standard benchmarks that will be used to measure the progress of each of the three spires. The new Electronic Faculty Activity Reporting System (EFARS) – is implementing Digital Measures software across campus to provide information on faculty accomplishments and support faculty workload planning.

Work plan Review

Committee members were asked to submit any suggestions to Chair Claire Ayer. Members expressed interest in learning more about study abroad, RA role in first-year experience/retention and Graduate student experience.
Adjournment

There being no further business, the meeting was adjourned at 3:47 p.m.

Respectfully submitted,

Claire Ayer, Chair