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, May 16, 2014 at 10:45 a.m., in the Livak Ballroom, 417-419 Dudley H. Davis Center.

MEMBERS PRESENT: Chair Bill Botzow, Vice Chair David Potter, Christopher Bray, Frank Cioffi, Carolyn Dwyer, Richard Gamelli, Samantha Lucas, Ron Lumbra, Anne O’Brien, Kesha Ram and Donna Sweaney

TRUSTEES ABSENT: President Thomas Sullivan

REPRESENTATIVES PRESENT: Faculty Representatives Richard Galbraith, Stephanie Kaza* and Cathy Paris, Staff Representative Cathy Rahill, Foundation Representative Wolfgang Mieder, and Graduate Student Representative Lane Manning

REPRESENTATIVES ABSENT: Staff Representative Amanda McIntire, Alumni Representative Penrose Jackson, Graduate Student Representative Justin Pagano, and Student Representatives Andrew Bowden and Taylor Ducharme

PERSONS ALSO PARTICIPATING: Senior Vice President and Provost David Rosowsky*, Director of Capital Planning and Management Robert Vaughan, Director of Physical Plant Salvatore (Sal) Chiarelli, Dean for the Rubenstein School for Environment and Natural Resources Jon Erickson, UVM Natural Areas Manager/Natural Areas Center Director Richard Paradis, College of Education and Social Services Senior Lecturer Jennifer Prue, Vice Provost for Student Affairs Annie Stevens, Director of Career Services Pamela Gardner and Dean of the Honors College Abu Rizvi

*attended the morning session only

Chair Bill Botzow called the meeting to order at 11:00 a.m. He welcomed new Committee members Trustees Samantha Lucas and Ron Lumbra, returning Trustee Donna Sweaney, Staff Representative Cathy Rahill, and Foundation Representative Wolfgang Mieder.

Approval of Minutes

The minutes from the previous meeting were presented for approval. A motion was made, seconded and voted to approve the minutes of the February 7, 2014 meeting.

Provost’s Report

Provost David Rosowsky gave a brief overview of his written report in which he provided updates in four areas: academic excellence, student success, STEM initiatives and budget. The Provost pointed out that academic excellence is his highest priority and the set of eight goals that
were established to animate President Sullivan’s *Strategic Action Plan* will serve as drivers to the university-wide IBB development process initiated in fall 2013. The Provost continued his report by highlighting the following items: the Institute for Environment which evolved out the *Envisioning Environment* initiative and leading to a university-wide task committee, Internationalization and Global Impact, strengthening student academic advising which will be reported on later in the afternoon, progress on the Undergraduate Certificate Programs, UVM’s receipt of a gold rating as a sustainable campus through STARS, career development which the Committee members will be receiving an update following the academic advising presentation, student wellness, the STEM initiatives and two budget elements: the FY15 Budget and Incentive-Based Budgeting (IBB). With a target of increasing undergraduate enrollments in STEM disciplines by 50% and doubling graduate enrollments in STEM disciplines in the next ten years, Chair Botzow asked how other academic areas will be impacted. Provost Rosowsky responded that total enrollment won’t change and UVM is roughly on par as to what is happening nationally. The Provost concluded his report by expressing his appreciation for his first year at the University.

The Provost then invited questions and comments from the Committee on the Capital Projects Progress Report:

- Director of Capital Planning and Management Bob Vaughan reported that all the projects listed in the Capital Project Progress Report are progressing on schedule including the Miller Research Complex and the Slade Hall renovations. Trustee Samantha Lucas reminded Director Vaughan of the learning environment that is part of Slade Hall and Director Vaughan assured her that the process is extremely collaborative and the students will be part of the process.

**Academic Excellence Goals**

Provost Rosowsky reviewed the eight Academic Excellence Goals and reiterated their importance and that attaining success in these areas will lead to increased selectivity, improved student quality, and improvements in national rankings and other reputation indicators. The Provost then gave a brief presentation on the third goal: *Improve student advising, both academic and pre-professional/career* and explained that this third goal is important because it supports the student’s entire experience at this University. He reported that UVM is currently below the 75% target for advising and a number of activities have been outlined to improve those results, for example, creating a four-year advising plan for students and creating a student advising center. Target data is based on the National Survey of Student Engagement (NSSE).

**Resolution Approving STEM Project Design Completion**

Chair Botzow presented the following resolution for approval:
**Resolution Approving STEM Project Design Completion**

WHEREAS, the Educational Policy and Institutional Resources Committee has reviewed carefully the schematic design for the proposed STEM facilities project and finds the project to be an institutional priority worthy of further review;

THEREFORE, BE IT RESOLVED, that the Educational Policy and Institutional Resources Committee hereby endorses the completion of the project design and refers it to the Budget, Finance, and Investment Committee for financial review and approval of the design cost.

A motion was made seconded and it was unanimously voted to approve the resolution for recommendation to the Budget, Finance and Investment Committee for financial review and approval.

**Resolution Approving Chiller Plant Expansion Project**

Director of Physical Plant Salvatore (Sal) Chiarelli gave a comprehensive presentation on the expansion project for the chiller plant on central campus. Director Chiarelli pointed out that UVM has a unique opportunity to more efficiently chill several existing buildings as well as the buildings that the University is planning to construct and highlighted the major advantages of a centralized cooling system. As a result of the successful installation of the current chilled water plant, as many buildings as possible have been hooked up while building new and renovating old facilities. The current capacity of the plant has been exceeded. In order to maximize the use of our resources and to create a system that will service the North Side of campus for years to come, the chilled water plant requires additional capacity. The estimated cost of this project is $10 million, which could come from a combination of reallocated project funds, plant fund net assets, and a loan from the Green Revolving Loan Fund. A key component underlying the premise for this project is the projected need for cooling in the STEM and Billings facilities.

Chair Botzow commented on this being an important ancillary project and asked at what point in the STEM process was it identified that it was necessary to do this particular project and are there other ancillary projects that the Committee is not aware of. Director Vaughan responded that they looked at several options for STEM and after evaluating these options, came to the conclusion that this was the best methodology for both STEM as well as for future needs of the campus. Provost Rosowsky reminded the Committee of other projects coming online at the same time including the Billings project and the Fletcher Allen bed tower project, which accelerated the takedown of the Chittenden/Buckham/Wills residence halls and made it obvious that the next place for a residential life unit was going to be somewhere in that vicinity of campus. The Provost concluded that there are three projects that could be done either independently or bundled together and realize significant efficiencies. In response to Chair Botzow’s second question of whether UVM anticipates any other ancillary projects to be added to the capital projects that the Committee members should start thinking about, Director Vaughan replied that there are no additional projects related to STEM and pointed out that Director Chiarelli is always looking at all possible needs for the next five to ten years. Chair Botzow asked, if the resolution was approved, when construction would start. Director Vaughan responded that since the lab
building is the first phase of STEM, we’d have to be operational on the chilling side by December 2016 when the lab building opens. Angell Hall demolition and construction of the lab building will begin in May 2015.

The following resolution was presented and an opportunity for discussion was offered.

**Resolution Approving Chiller Plant Expansion Project**

WHEREAS, the Educational Policy and Institutional Resources Committee has reviewed carefully the program and preliminary estimate of $10,000,000 for the proposed expansion of the existing Chiller Plant and finds the project to be an institutional priority worthy of further review; and

WHEREAS, the design of the University’s STEM project is ongoing, and there are different options for providing chilled water to the facilities for air conditioning; and

WHEREAS, significant energy cost savings for the STEM and other currently planned projects can be achieved by expanding the existing central heat/chilling plant rather than installing standalone electric chillers;

THEREFORE, BE IT RESOLVED, that the Educational Policy and Institutional Resources Committee hereby endorses the project and refers it to the Budget, Finance, and Investment Committee for financial review and approval.

There being no further discussion, a motion was made, seconded and it was unanimously voted to approve the resolution for recommendation to the full Board.

A motion was made seconded and it was unanimously voted to approve the resolution for recommendation to the Budget, Finance and Investment Committee for financial review and approval.

**Resolution Designating the Carse Land as a Natural Area**

The family of Henry Carse donated a 225-acre tract of land in Hinesburg, Vermont to the University in December 2013. This transaction also involved the Vermont Land Trust and the Hinesburg Land Trust. The Committee was asked to approve designating the Carse Land to be included in the University’s system of Natural Areas. In response to Trustee Christopher Bray’s question on the source of funding the stewardship related to the conservation easement, Professor Paradis responded that the UVM Natural Areas System received some start-up funds from central administration combined with some of their own funds. This will be the tenth natural area included in the University’s system of Natural Areas. Chair Botzow asked if this area will be open to the public. Professor Paradis responded that all of the University natural areas are open to the general public. To Chair Botzow’s question of was any thought given to bundling the ten areas and making it one of the University’s marketing points, Professor Paradis responded by pointing out the [UVM Natural Areas](http://www.uvm.edu/naturalareas) web page which has links to all the natural areas including
access maps. He added that they also hope to put together a catalogue to commemorate the 40th anniversary of when the system was created.

The following resolution was presented and an opportunity for discussion was offered.

**Resolution Designating the Carse Land as a Natural Area**

BE IT RESOLVED, that the Board approves the proposal to designate the Carse Land in Hinesburg as a Natural Area, subject to the Natural Areas Regulations adopted by the Board on April 20, 1974, and revised on July 11, 2011;

BE IT FURTHER RESOLVED, that the Board’s resolution of April 20, 1974, is amended to include the Carse Land in the University’s list of designated Natural Areas.

There being no further discussion, a motion was made, seconded and it was unanimously voted to approve the resolution for recommendation to the full Board.

At 12:10 p.m., Chair Botzow recessed the meeting.

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

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

Cathy Paris, Faculty Senate Curricular Affairs Committee Chair, provided an overview of a new minor in Music Technology and Business. The objective of the proposed new minor is to train students for a career that utilizes modern music technology for a career in the music business. She also provided an overview of the creation of a new Certificate of Graduate Study in Environmental Public Health (CGSEPH) which differs from the recently (May 2012) approved Certificate of Graduate Study in Public Health in that it provides the opportunity for students to focus coursework on environmental aspects of public health. The CGSEPH is designed as a stand-alone program, however, all of the credits are transferable to the Master of Public Health program should the student decide to pursue that degree in the future. The certificate program will help meet the demand for public health education by employees in Vermont’s Department of Health and other community and non-profit agencies in Vermont. Because the program is offered entirely online, it will help to meet the national demand for education in public health.

The following resolution was presented and an opportunity for discussion was offered.

**Resolution Approving the Creation of a New Minor in Music Technology and Business in the Department of Music and Dance, College of Arts & Sciences**

RESOLVED, that the Board of Trustees approves the creation of a new minor in Music Technology and Business in the Department of Music and Dance as approved and advanced by the Provost on April 25, 2014, and the President on April 30, 2014.
There being no further discussion, a motion was made, seconded and it was unanimously voted to approve the resolution for recommendation to the full Board.

The following resolution was presented and an opportunity for discussion was offered.

**Resolution Approving a New Certificate of Graduate Study in Environmental Public Health**

RESOLVED, that the Board of Trustees approves the creation of a new Certificate of Graduate Study in Environmental Public Health, in the Graduate College, as approved and advanced by the Provost and President on May 15, 2014.

There being no further discussion, a motion was made, seconded and it was unanimously voted to approve the resolution for recommendation to the full Board.¹

CAC Chair Paris also gave a brief update on the status of the Academic Program Review process. She reported that the new model is more intensive and more efficient and the addition of external reviewers is adding a level of rigor in the review process that wasn’t present in the old model. The real value in the process is the opportunity for self-reflection and self-scrutiny offered to the programs.

**Academic Quality**

Jennifer Prue, Chair of the Faculty Senate Student Affairs Committee, reported on efforts to strengthen academic advising. She explained that academic advising is an ongoing developmental process which assists students in the clarification of their life/career goals and in the development of educational plans for the realization of these goals. A more comprehensive report of the Student Affairs Committee aimed at strengthening student advising at UVM, which is currently being vetted internally with a number of constituency groups, is based on an assessment of the present system of advising, a gap analysis, a vision for what advising should be, and the best thinking of faculty, staff and students. The report proposes a new vision to define strengthen and support academic advising through a number of proposed actions including an Advising Center proposed to be established in a central location on campus near the Career and Experience Hub in the Davis Center. Other recommendations include creating an advisory committee on Undergraduate Advising, conducting focus groups with students at all class levels to determine what students say they need and want with regard to advising, and establishing a Faculty/Staff professional development program in student advising. Trustees asked about benchmarking, Professor Prue responded that they haven’t decided on anything in particular as of yet other than the data collected on satisfaction for each of the years and exit data from seniors. There’s a lot of information but it still needs to be decided what is most relevant. In response to Trustee Ram’s question concerning the faculty workload of those faculty who have been identified excellent at advising, Professor Prue replied that it’s the purview of the Deans to

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¹ The resolution approving the creation of a new certificate of graduate study in environmental public health was endorsed by the Committee on May 16th, however, the resolution was not transferred to the consent agenda for approval by the Board of Trustees on Saturday, May 17th. The resolution will be presented for approval by the Executive Committee on June 16th.
look at which faculty excel at advising and think about their work load and how it’s accurately reflected. Representative Galbraith commented on the terminology and scope of the term “advising” versus “mentoring” and suggested that this difference be noted in the document. Chair Botzow acknowledged Professor Prue for the thoroughness of the report and the number of questions it generated and summarized the conversation in that this is something that students have wanted for a long time and that the Trustees are very interested. He suggested that at the next and future meetings, we will have substantive steps towards resolving and/or answering the various points in the report including needed resources. Chair Botzow added that this item is a big theme for the EPIR Committee and will be on the agenda for EPIR’s next meeting for further discussion.

Career Success Action Plan Update

Trustee Frank Cioffi, Vice Provost for Student Life Annie Stevens, Career Services Director Pamela K. Gardner and Honors College Dean Abu Rizvi, gave an update on the Trustee Career Services Work Group and progress on the Career Success Action Plan. The Trustees Work Group met on May 15th with invited students and faculty leaders to discuss the next steps for advancing the Career Success Action Plan. UVM graduates were surveyed six months after graduation, but the response rate was very low and the challenge will be how to reach more graduates and increase survey participation. Of the 12.2% undergraduate degree holders who responded to the survey, an 84% success rate was reported: 14% enrolled full time in graduate school and 80% employee full time. The 12.4% of graduate students who responded reported a 91% success rate: 9% were enrolled in graduate school full time and 82% are employed full time. The group gave a brief update on internships acknowledging that a lack of resources for students to take advantage of internship opportunities was an issue. Foundation Representative Wolfgang Mieder asked how many hours a week should a student be engaging in these activities and still get their academic work done. Director Gardner suggested nine to twenty hours as the optimal range per week outside of class. She added that they are trying to create more internships on campus as well as more on-campus employment opportunities. Graduate Student Representative Lane Manning pointed out that undergraduate research is a stepping stone to graduate research and that it’s as important as an internship in that it’s all experiential learning. Due to the strong interest expressed by Committee members, Chair Botzow suggested this topic be continued as an agenda item for the next meeting.

Other Business

Chair Botzow suggested that the items mentioned during the meeting be included in the work plan and thanked everyone for their participation in the meeting.

Adjournment

There being no further business, the meeting adjourned at 2:40 p.m.

Respectfully submitted,

Bill Botzow, Chair