A meeting of the Executive Committee of the Board of Trustees of the University of Vermont and State Agricultural College was held on Monday, September 20, 2010 at 1:00 p.m., in room 427A Waterman Building.

MEMBERS PRESENT: Chair Robert Cioffi, Vice Chair Harry Chen*, Claire Ayer*, Bill Botzow*, Ian Boyce*, Frank Cioffi and Daniel Fogel

OTHER TRUSTEES PRESENT: Samuel Bain*

REPRESENTATIVES PRESENT: Faculty Representative Jim Burgmeier, Staff Council Representative Ida Russin and Graduate Student Senate Representative Dustin Evatt

ABSENT: Trustee Debbie McAneny, Alumni Council Representative Ted Madden and Student Government Association Representative Kofi Mensah

PERSONS ALSO PARTICIPATING: Interim Provost Jane Knodell, Vice President for Legal Affairs & General Counsel Francine Bazluke, Vice President for Finance and Administration Richard Cate, Vice President for Executive Operations Gary Derr, Vice President for Student and Campus Life Thomas Gustafson, Vice President for Enrollment Management Chris Lucier, Chief Internal Auditor William Harrison and Chief Compliance Officer Anna Drummond

*By means of telephone.

Chair Robert Cioffi called the meeting to order at 1:03 p.m.

Chair Cioffi began by recognizing the Staff Appreciation Lunch held earlier in the day, noting that the occasion was very well-organized and had an excellent turnout. He also stated that staff received a welcomed surprise when President Fogel announced they would receive 3 bonus days off during the holiday break in December.

Approval of Minutes

Chair Cioffi entertained a motion to approve the minutes from the July 19, 2010 meeting. The motion was made, seconded and it was voted to approve the minutes.

President’s Report

President Fogel offered a brief report concerning figures from the draft Fall 2010 Enrollment report. He noted the following:

- Total enrollment is at a record high, with a total of 13,554 students. This figure is an increase of 163 students over last year’s figure.
- The enrollment for ALANA students is 1,375, which is a 25.15% increase over last year’s figure. President Fogel noted that most of this increase is in Hispanic/Latino students and was affected by the implementation of new student survey standards.
- Enrollment of international students experienced a 28.2% increase over last year’s total.
- 1st to 2nd year retention is up to 86.9% for the total student population and 90.3% for ALANA students. President Fogel added that the target for these figures in 2020 is 93%.

President Fogel invited questions. Chair Cioffi inquired if the increase of the figures for 1st to 2nd year retention were consistent with both out-of-state and in-state students. Vice President for Enrollment Management Chris Lucier replied that the increase of the figure for the total student population was primarily driven by figures for out-of-state students.

**Action Item**

Chair Cioffi noted that the agenda originally sent out to the Committee listed an action item concerning a contract with Paul G. Cotton, MD for professional psychiatry services to students. This item was removed from the agenda as it does not require Board approval because it is a contract for professional services for students, not a contract for consulting services.

**Retreat Debrief**

Chair Cioffi provided a succinct summary of the annual Board Retreat that was held September 10-11, 2010 in Manchester, Vermont. The goal of the retreat was to assist Trustees in developing a shared knowledge base on strategic issues the University faces. He stated that the retreat prompted quality discussion that will be put to practical use in the formulation of Committee and Board agendas. Trustees were surveyed for their feedback regarding this retreat, and responses received thus far indicate that it was very well-received and worthwhile.

Trustee Bill Botzow praised the retreat and asked if Chair Cioffi and President Fogel had any sense of the content of the next retreat. Chair Cioffi replied that, although it is too early to forecast what the retreat will address, he envisions that the topics discussed at this retreat will likely be carried over into the agenda for next year’s retreat.

**Socially Responsible Investing Work Group Update**

Chair Cioffi invited Investment Sub-Committee (ISC) Chair Samuel Bain to provide an update regarding the Socially Responsible Investing Work Group (SRIWG), which reports to the ISC. Currently, at the beginning of each semester, Vice President Cate issues a Call for Proposals to the University Community soliciting proposals for consideration involving endowment specific investments affected by moral, social and ethical considerations. The SRIWG is charged with reviewing each submitted proposal
deemed appropriate of consideration and then determines if they should be forwarded to the ISC and then to the Budget, Finance and Investment Committee for consideration and recommendation to the full Board.

The SRIWG has determined that it needs to revise and improve how it currently functions. For example, the group acknowledges that it needs to be more inclusive in involving members of the public to express opinions on proposals that the SRIWG reviews. In order to do so, the SRIWG is recommending deferring the consideration of new proposals until next semester so that members may research best practices and make recommendations to enhance their current procedures and protocols. Though not formally required, Chair Bain wanted to make sure that the Executive Committee is in agreement to allow the group to do so. The Executive Committee agreed that this was a good way to proceed.

**October Meeting Preparations**

Chair Cioffi reviewed the preliminary schedule and draft agendas for the October 29-30 Board meeting. He noted that an ad hoc Labor Advisory meeting will take place the evening before the Board meeting on Thursday, followed by the Kroepsch-Maurice Award Recipients Reception, and then a social dinner for Trustees.

The meeting will begin with the Committee of the Whole convening Friday morning. Chair Cioffi previewed the Committee of the Whole agenda which will begin with the customary reports from himself and the President, followed by reports from the Leaders of each governance group. The Committee will then consider several action items, followed by the acceptance of the Gifts and Grants Reports and a presentation regarding the Spires of Excellence. President Fogel and Vice President Cate will lead discussion regarding post-retirement medical benefits, as to which the Board will be asked to consider principles relating to the issue. Interim Provost Knodell will provide the Strategic Capital Plan ad hoc Committee Report, which will also call for action. President Fogel and Vice President Cate will conclude the morning session by leading discussion on the report from the Long-Term Tuition Strategy Work Group.

The Educational Policy and Institutional Resources Committee agenda, previewed by Committee Chair Claire Ayer, will begin with the Provost’s report, after which time will be allotted for question and answers. The next item will be the introduction of Wanda Heading-Grant as the new Chief Diversity Officer. Other major agenda items include discussion of student success and satisfaction initiatives, such as First-Year Experience and General Education. Interim Provost Knodell will lead discussion of the Transdisciplinary Research Initiative updates.

The Budget, Finance and Investment Committee agenda, previewed by Committee Vice Chair Sam Bain, will begin with discussions concerning long-term tuition and budget strategies. The Committee will hear a report from the Investment Subcommittee on items such as the long-term investment pool, performance and manager review, annual asset allocation review and a SRIWG update. The ISC report will also include action items
concerning the annual approval of the endowment budget policy and the endowment administration fee policy. The Committee will also take action approving summer session tuition rates. Vice President Cate will offer his report, including discussion on the general fund budget to actual report and the FY 2010 external audit update.

Next, the Committee of the Whole will reconvene to conduct the annual review of dashboard indicators and to authorize the President to offer and confer honorary degrees at 2011 Commencement.

A Board of Trustees dinner will follow, with recognition of Governor James Douglas for the conclusion of his service as a Trustee.

The University of Vermont Board and Vermont Agricultural College Board will each convene Saturday morning, followed by a meeting of the full Board.

**Other Business**

Vice President Richard Cate reported on resolution of a financial dispute with Fletcher Allen relating to payment of the Dean’s Tax. The settlement requires Fletcher Allen to transfer $2.8 million to the College of Medicine from which $1.8 million will be allocated to the faculty practice group and the remaining $1 million retained for use by the Dean, at his discretion, for other strategic initiatives within the College.

Chief Compliance Officer Anna Drummond provided the Committee updates on two recent government reviews. The first review concerned a routine unannounced inspection of animal welfare in research facilities, conducted by the USDA. The inspection occurred June 23rd and there was only one minor finding, relating to a researcher failing to check a box on a form indicating the date range of a required literature review related to alternative research methods. The finding was immediately corrected and the regulatory authority took no further action.

Ms. Drummond reported that the second review was conducted by the Division of Nuclear Materials Safety of the United States Nuclear Regulatory Commission. The inspection consisted of interviews and an examination of records and physical space. The review concluded on July 23rd and there were no findings.

At 1:42 p.m., Chair Cioffi entertained a motion to enter into executive session to discuss civil actions, contract and personnel matters. The motion was seconded and approved. All in attendance were excused from the meeting with the exception of Trustees; Interim Provost Jane Knodell; Vice Presidents Richard Cate, Thomas Gustafson, Francine Bazluke, and Gary Derr. Chief Internal Auditor Bill Harrison and Chief Compliance Officer Anna Drummond were invited to remain for the first item discussed.

Vice President Cate was excused from the executive session at 2:00 p.m.

Interim Provost Knodell was excused from the executive session at 2:10 p.m.
Adjournment

The meeting was re-opened to the public at 2:15 p.m. There being no further business, the meeting was adjourned.

Respectfully submitted,

Robert Cioffi, Chair