A meeting of the Executive Committee of the Board of Trustees of the University of Vermont and State Agricultural College was held on Friday, April 22, 2011 at 9:00 a.m., in room 351 Waterman Building.

MEMBERS PRESENT: Chair Robert Cioffi*, Vice Chair Harry Chen, Bill Botzow*, Ian Boyce*, Frank Cioffi*, Debbie McAneny*, Donna Sweaney* and Mark Young*

OTHER TRUSTEES PRESENT: Kyle DeVivo

REPRESENTATIVES PRESENT: Staff Council Representative Ida Russin

ABSENT: Faculty Representative Jim Burgmeier, Student Government Association Representative Julian Golfarini, Graduate Student Senate Representative Dustin Evatt, and Alumni Association Representative Ted Madden

PERSONS ALSO PARTICIPATING: Dean of the College of Nursing and Health Sciences and Vice Chair of the Presidential Search Committee Patricia Prelock, and Vice President for Executive Operations Gary Derr

*By means of telephone

Chair Robert Cioffi called the meeting to order at 9:05 a.m.

Approval of Appointments to and charge of the Presidential Search Committee

Chair Cioffi reviewed the process by which appointments to the Presidential Search Committee were made. He reported that over one hundred nominations and requests to serve were received and that the final membership of twenty is representative of trustees and constituents across campus including faculty, staff, student, alumni and administrative members.

Pursuant to the provisions of the University Manual, a faculty panel of members from across campus elected the faculty members appointed to the search committee. The remaining constituency groups’ forwarded names for consideration and one member from each have been appointed to serve. Additional committee members from across campus have been appointed to meet the criteria of full campus representation.

Chair Cioffi presented the following resolution for approval and offered an opportunity for discussion:
Resolution for Appointments to and Charge of the Presidential Search Committee

WHEREAS, on March 28, 2011, the Board of Trustees (“the Board”) appointed Robert Cioffi as Chair and Patricia Prelock as Vice Chair of the Search Committee (“the Committee”) for President of the University of Vermont; and

WHEREAS, the Board delegated authority to the Executive Committee to appoint members of the Board of Trustees and additional members to the Committee; and

WHEREAS, the Board delegated authority to the Executive Committee to ratify the appointment of constituent representatives designated as members of the Committee pursuant to the provisions of the University Manual governing presidential searches;

THEREFORE, BE IT RESOLVED, that the Executive Committee hereby appoints the following trustees as members of the Committee: Bill Botzow, Deborah McAneny, William Ruprecht, Donna Sweaney, and Samuel Bain as alternate member, and as additional committee members, Richard Bundy, Beverly Colston, Thomas Gustafson, S. Abu Rizvi; Jeffrey Schulman, Janet Terp, and Russell Tracy,

BE IT FURTHER RESOLVED, that the Executive Committee hereby appointments the following constituent representatives designated as members of the Committee pursuant to the provisions of the University Manual governing presidential searches: Faculty members: David Barrington, Deborah Hunter, Mark Phillippe, and Judith Van Houten; Staff member: Susan Werthiemer; and Student members: Elizabeth Pope and William Vitagliano;

BE IT FINALLY RESOLVED, that the Executive Committee approves the charge of the Presidential Search Committee as stated below:

Charge to the Presidential Search Committee

The primary charge of the Presidential Search Committee is: To provide to the Board of Trustees an unranked recommendation of suitable candidates, with a proposed target date of no later than March, 2012.

Among the essential duties of the Presidential Search Committee are:

- Soliciting perspectives about the challenges, opportunities, and leadership needs of the University of Vermont.

- Creating a Leadership Statement for the 26th President of the University of Vermont as well as all advertisements and other recruitment documents and strategies.

- Developing a recruitment plan that ensures broad national exposure.
• Actively participating in the process of recruiting nominations and applications from a diversity of backgrounds, including women and underrepresented groups.

• Ensuring that candidates receive accurate and thorough information about the University of Vermont at each stage of the process from a wide range of perspectives and viewpoints.

• Assuring compliance with all applicable University policies and procedures, in particular policies related to equal opportunity and affirmative action.

• Selecting and interviewing semifinalists. Overseeing the checking of references of semifinalists.

• Arranging campus visits for finalists and spouses/partners.

• Gathering and considering feedback from members of the University community regarding candidates.

• Communicating regularly with the University Community about the status and progress of the search.

• Maintaining utmost confidentiality at all times with respect to nominees, applicants and candidates as well the Committee’s deliberation.

Trustee McAneny inquired about the role of the alternate Trustees appointment. Chair Cioffi responded that an alternate is appointed in case a Trustee member is unable to continue their service on the committee. The alternate member will receive meeting meetings and be invited to participate in meetings.

There being no further discussion, the Chair entertained a motion to approve the resolution. The motion was made, seconded and the resolution was unanimously approved as presented.

Adjournment

The meeting was adjourned at 9:12 a.m.

Respectfully submitted,

Robert F. Cioffi, Chair