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 9, 2013 at 1:00 p.m., in 427A Waterman Building.

MEMBERS PRESENT: Chair Robert Cioffi*, Vice Chair Debbie McAneny*, Secretary Joan Lenes*, Bill Botzow*, Thomas Sullivan, and Mark Young

REPRESENTATIVES PRESENT: Faculty Representative Julie Roberts, Student Government Association Representative Connor Daley, Foundation Representative and Chief Executive Officer Richard Bundy, Staff Council Representative Catherine Symans, and Graduate Student Senate Representative Lane Manning

OTHER TRUSTEES PRESENT: Dennis Mahoney*

MEMBERS ABSENT: Frank Cioffi

PERSONS ALSO PARTICIPATING: Provost David Rosowsky, Vice President for Legal Affairs and General Counsel Francine Bazluke, Vice President for Finance Richard Cate, Vice President for University Relations and Administration Thomas Gustafson, Vice President for Executive Operations Gary Derr, Vice Provost for Student Affairs Annie Stevens, Director of Capital Planning & Management Bob Vaughan, and Vice President for Enrollment Management Chris Lucier

*By means of phone.

Chair Robert Cioffi called the meeting to order at 1:04 p.m.

Approval of Minutes

Chair Cioffi entertained a motion to approve the minutes from the July 22, 2013 meeting. The motion was made, seconded and it was voted to approve the minutes as presented.

Chair’s Report

Chair Cioffi offered a brief report noting that he received feedback that Convocation, held August 25, was a great success. He also reported that the Board retreat, held September 6-7, was an opportunity for the Board to discuss strategic issues and they made considerable progress.

President’s Report

President Sullivan began his report by concurring that Convocation was a great event. He also detailed current class enrollment statistics. He noted that today is the last day of the drop/add
period. Within the next week, enrollment figures will be compared with scholarship and financial aid packaging. President Sullivan reported that the Fall freshman class is comprised of 2,495 students, which is 123 over last year. Twenty-four percent of the class is comprised of Vermonters and 76% are from out-of-state. There are 410 transfer students this semester, with 8% of them being international and 57% from Vermont. President Sullivan reported that the retention rate of first-to-second year students is 86%, a slight increase from last year. The total student population is 12,715 and is comprised of 9,970 undergraduates, 1,305 graduate students, and 455 medical students. The percentage of ALANA students is the highest in UVM’s history, at 14%. The student profile also contains 18% first-time generation and 400 international students. The Honors College has 205 students, which is the highest number in UVM history.

President Sullivan next announced that there are two new awards that will be given annually. The first is a new faculty award for institutional citizens. The second is a staff award, which will be awarded to 6 members, and is aligned with Our Common Ground.

In regards to Science, Technology, Engineering and Mathematics (STEM) facilities, President Sullivan indicated that an architect firm will be selected in the next two weeks.

President Sullivan next discussed current conversations with colleagues at Fletcher Allen Health Care (FAHC) regarding ambitious expansion plans. Some of these plans are for patient room facilities that would be adjacent to UVM’s campus. Discussions have also begun regarding the potential sale or lease of Converse Hall to FAHC.

President Sullivan next reminded everyone that the hub for Career Services opened today at the Davis Center and he encouraged people to stop by.

President Sullivan concluded his report by noting that UVM was mentioned favorably in Washington Monthly Magazine and was included in their top 24 colleges and universities they deemed the “best bang for the buck”. The rating included 349 institutions and considered factors such as percent of Pell Grant students, graduation rates, student loan default rate and net price of attendance. He noted that though premature to give detailed information, the University will receive more good news when US News reports their rankings tomorrow.

Action Items

Chair Cioffi deferred the agenda item concerning approval of ad hoc Labor Advisory Group assignments until the October Board meeting in order to have more time to talk to potential members. As a result of current members completing their term of service on the board in February, he is appointing new members to allow for continuity as union contract discussions commence.

Chair Cioffi presented a resolution delegating general signatory authority noting that it is purely a housekeeping item.

The following resolution was presented for approval:
Resolution Delegating General Signatory Authority

RESOLVED, that the President, Provost, Vice President for Finance, and Vice President for Administration and University Relations, ex officio, and officials who serve in these positions on an Acting or Interim basis, or who succeed to their responsibilities, have general signatory authority for agreements binding the University of Vermont and State Agricultural College; and

BE IT FURTHER RESOLVED, that the Secretary or Assistant Secretary of the Board will provide certificates of incumbency as required, showing the names and signatures of persons so appointed; and

BE IT FINALLY RESOLVED, this resolution supersedes all previous authorizations on this subject.

A motion was made, seconded and it was unanimously voted to approve the resolution as presented.

Vice Provost for Student Affairs Annie Stevens, and Director of Capital Planning & Management Bob Vaughan presented a resolution approving a Marsh/Austin/Tupper (MAT) reception, lounge and classroom renovation project.

Director Vaughan provide background concerning the project. The original plan for the renovation project was to address the programmatic needs of the residential students only. The inclusion of the Global Gateway Program in this area in early April expanded the scope of the original design intent, and increased the areas being renovated. The project was originally under the $1 million dollar Board-approval threshold, but once the new needs were identified, the readjusted cost is now estimated at $1.3 million. He explained that the renovation project to the main lobby area of MAT is providing an upgrade to address the need for a wider range of programming for the residential students in the complex. Re-designed reception, kitchen, and multipurpose spaces as well as a new classroom will also allow for additional program use associated with the Global Gateway Program to be housed in the complex starting in January 2014. Summer construction season projects, due to their very condensed duration, are typically designed, estimated and bid prior to April of the year they are being constructed. The later notification of the addition of the Global Gateway Program resulted in a fast-tracked design and construction process. Upgrades will also improve the electrical, lighting, data, and mechanical systems in the area, and address deficiencies in the restrooms, kitchen area, and common spaces through the replacement of floor coverings, ceilings, stair treads, and furniture.

Vice Provost Stevens further elaborated that MAT is the ideal setting for the Global Gateway Program as it is centrally located and a good location for students who will be here year-round. The larger lobby area and redefined faculty spaces were necessities to occur at MAT. Residential Life offices and the reception desk have been relocated and expanded into the original hallway to be more visible and accessible to students entering the complex.
Chair Cioffi presented a resolution approving the Marsh/Austin/Tupper reception, lounge and classroom renovation project. He noted that he would entertain questions after a motion was made to consider the resolution.

A motion was made and seconded to consider the following resolution presented for approval:

**Resolution Approving Marsh/Austin/Tupper Reception, Lounge and Classroom Renovation Project**

WHEREAS, the Executive Committee has received a report from the administration regarding the program, scope, and project cost estimate of $1,300,000 for the Marsh/Austin/Tupper Reception, Lounge and Classroom Renovation (the “Project”) and found it an institutional priority, consistent with the *Strategic Capital Plan*; and

WHEREAS, the Division of Student Affairs has prioritized and budgeted $1,300,000 of its Residential Life unrestricted plant funds for this Project;

NOW, THEREFORE, BE IT RESOLVED, that the Vice President for Finance and University Treasurer, or his successor or designee, is hereby authorized to utilize the Residential Life unrestricted plant funds to finance the Project at a cost not to exceed $1,300,000; and

BE IT FINALLY RESOLVED, that the Secretary or Assistant Secretary will provide certificates of incumbency, as required, showing the names and signatures of those people appointed to any of the positions heretofore mentioned, and further, that any officer of this corporation is hereby authorized to certify this resolution to whom it may concern.

Trustee Bill Botzow asked if this project went through the capital projects matrix that was established several years ago. Director Vaughan explained that this project is not the size of those that would normally be brought before the Board. It only reached the Board-approval threshold as it grew in conjunction with the gateway program. Trustee Botzow expressed concern that projects of this nature might serve as a precedent that projects do not need to comply with the ranking process. Vice President Cate clarified that there is a note on the rankings list that there are ongoing projects that are under $5 million dollars that do not meet the need to go through the ranking matrix and this project falls under that disclaimer. Trustee Botzow thanked Vice President Cate for the clarification.

As there were no further questions, the Committee unanimously voted to approve the resolution as presented.

**October Board Meeting Preparations**

Chair Cioffi highlighted the general schedule for the October 25-26, 2013 Board meeting. He explained that the Committee of the Whole agenda will include the following topics: update on the Transdisciplinary Research Initiative, annual review of dashboard indicators, academic
presentation regarding experiential learning, update on the Affordable Care Act and how it impacts UVM, as well as the annual report on Enterprise Risk Management.

Budget, Finance and Investment Committee (BFI) Chair Debbie McAneny highlighted the BFI agenda noting that a large piece of discussion will be the fiscal year 2015 budget. Other agenda topics include: resolutions approving tuition rates for summer session, U.S.-Sino Pathway Program, and Global Gateways International Students; report of the Investment Subcommittee, including an update from the Socially Responsible Investing Advisory Council; update from the Bond Refunding Work Group; deferred maintenance financial implications; capital projects approvals, including annual Residential Life renovations and Phase I of the Miller Farm project; College of Medicine Team-Based Learning Classroom, and the Vice President for Finance’s report.

Educational Policy and Institutional Resources Committee (EPIR) Chair Bill Botzow highlighted the EPIR agenda, which will begin with an introduction to Provost Rosowsky. The Committee will also receive annual reports on: enrollment; research and graduate education; the UVM Foundation; human resources, diversity & multicultural affairs; and a routine progress report on capital projects. There will also be a report from the Faculty Senate Curricular Affairs Committee Chair. The Committee will consider capital project resolutions for renovations related to Residential Life, Miller Farm Phase I, College of Medicine Team-Based Learning Classroom, as well as a one-year renewal of the U.S.-Sino Pathways Program. Other agenda items will include a diversity discussion, update on the Global Gateway Program, continued discussion concerning academic quality, an update on accreditation, and further discussions concerning Career Services.

Vice President for Enrollment Management Chris Lucier clarified that the resolution concerning the U.S.-Sino Pathways Program renewal will not be ready for October due to contractual changes. He noted that it should be ready to be presented at the November or December Executive Committee meeting.

Chair Cioffi noted that the UVM Board and the Vermont Agricultural College Board would each meeting Saturday, October 26. The UVM Board’s agenda will mostly be in executive session. The Vermont Agricultural College Board will be introduced to Provost Rosowsky, as well as receive a presentation concerning Extension.

**Executive Session**

At 1:28 p.m., Chair Cioffi entertained a motion to enter into executive session to contracts. He noted that there was no action anticipated. Everyone was excused from the meeting with the exception of Trustees, Provost Rosowsky, and Vice Presidents Cate, Gustafson, Derr and Bazlueke.

At 1:55 p.m., the meeting was reopened to the public.
Adjournment

There being no further business, the meeting was adjourned.

Respectfully submitted,

Joan Lenes, Secretary