Audit Committee

In November of 2009, Renee Berteau in the Center on Disability & Community stepped down as the staff representative on the Audit committee after several years of service. Staff Council thanks Renee for her hard work and dedication on this committee throughout the years. As we held nominations for a replacement, I acted as an Interim Representative. I am happy to report that Marie Tiemann, in Financial Reporting and Account Services will be the new staff representative on the Audit Committee beginning March 1, 2010.

Unlike the other Committees of the Board of Trustees, the Audit Committee meets off cycle, which means these meetings occur at times other than the regularly scheduled October, February and May Board of Trustees meetings. Listed below are some of major items discussed at these meetings from November 2009 through January 2010 with brief explanations on those topics.

- Status of the Chief Internal Auditor
  - 70 plus applications were reviewed and seven candidates were identified for phone interviews that occurred in December. Two finalists were brought to campus in January for interviews. At the January 19th meeting the Committee authorized the Chair to initiate and conclude negotiations following the presentation of a status report.

- Updates on Internal audit Activities
  - The Internal Audit Office has moved back to campus and is now located in the Billings building. The office continues its audits on the Conflict of Interest Policy compliance and controls over hiring of temporary employees. In December, Erica Heffner, Interim Internal Auditor, reported the results of the Purchasing Card audit and explained that the card is now open to many more transactions, but that the resources in Procurement Services have not adjusted accordingly. Also, a new process was agreed upon to provide members of internal constituent groups’ easier access to non-investigative audit reports.

- Enterprise Risk Management (ERM)
  - President Fogel approved the implementation of an ERM program at UVM. Richard Cate, Vice President of Finance and Administration has been appointed the University’s Chief risk Officer. The ERM program will encompass the review, evaluation and prioritization of the broad range of risks to the University’s continuity and strategic goals.

- Higher education Opportunity Act (HEOA) 2008 Update
  - Chris Lucier, Vice President for Enrollment Management, explained the University’s response to HEOA issues under the oversight of enrollment management. Guidance from the Dept. of Education and tools for reporting are still being developed. Training is proceeding in Student Financial Services (SFS) to help those employees better interpret and enforce compliance requirements. SFS is working to identify automated tools and will monitor and evaluate these as they become available.

- Report on Information Security Issues
  - David Todd, Chief Information Officer, reported on recent security initiatives which included the formation of an Information Security Operations (ISO) team. This team is currently working on Payment Card Industry
Data Security Standards (PCI-DSS) compliance issues which they hope to resolve by September 2010. Work continues on an Information Security Policy which would address technology and management of physical desktops. There are also Higher Education Opportunity Act (HEOA) file sharing compliance requirements that must be met by July 2010. This act included an annual disclosure of the institutional policies and criminal liabilities for downloading copyrighted materials.

Respectfully Submitted,

Jeff Bukowski, Staff Council Office

Interim Staff Representative to the Audit Committee

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Committee on Budget, Finance, and Investment (BFI)

The summary of topics discussed at the recent BFI meeting would be fairly straightforward:

- Reports of the Investment Subcommittee and the Vice President
- Debt Policy and the Amended Cash Management Policy
- Capital Projects Update: Simpson Dining Hall, Cook Physical Science, Given
- FY 2010 Budget Plan presented by Richard Cate and Ted Winfield
- Tuition and fees: peer comparison and the cost of attendance

What’s somewhat more interesting is to listen for the questions that arise during the discussion that are not so easily answered. Sometimes these questions are a part of the formal discussion and sometimes they are only personal conversation between two or three at the table. They rise to the surface but are not typically seriously considered. They are questions like these:

- How do we reset the whole expectation and budgeting mechanism at UVM?
- Where do we find adequate new financial resources without bringing in more students?
- What does academic excellence look like? What can we/should we measure?
- How far can we go with this high tuition/high aid model in our current financial reality?
- Is the need for out-of-state tuition dollars negatively impacting our sense of balance?
- What is the appropriate role for trustees/administration in the decision-making process?

We find the floating of these ideas interesting, and believe that much good would come out of a head-on discussion of these issues. We’d love to see the Trustees tackle these questions and work toward consensus and resolution and shared ownership of the answers.

Respectfully Submitted,

Rodman W. Cory, Human Resource Services
Christine D. Ardell, Student Financial Services

Staff Representatives to the BFI Committee
Committee on Educational Policy and Institutional Resources (EPIR)

Robert Vaughan co-presented with Deans Morin (COM) & Prelock (CNHS) regarding a proposal for a clinical simulation lab to be used for programming in both COM & CNHS. The project would entail renovations to Given & Rowell. Major contributors for funding include grants obtained through work with the National Guard. Anticipated benefits from the project include a state-of-the-art learning facility that will promote program efficiencies for COM & CNHS undergraduate and graduate programs as well as an enhanced partnership with FAHC. Since EPIR approved the proposal, the financial proposal will be forwarded to BFI at the May 2010 BOT meetings for approval contingent upon $2 million in non-debt sources.

Cindy Forehand, Professor in the Anatomy and Neurobiology Dept., presented for the Curricular Affairs Committee introducing two new programs - a Certificate of Graduate Study in Greek & Latin and a BS in Neuroscience. EPIR approved both programs.

Jane Knodell, Interim Provost, offered the Provost Report, highlighting the implementation of diversity recruitment plans for hiring faculty and staff as well as the work to streamline the faculty hiring/reappointment process.

Wanda Heading Grant, Associate Provost for Multicultural Affairs and Academic Initiatives, provided an update on the 6 credit diversity requirement, the Diversity Review Curriculum Committee, the subcommittee on Assessment, and upcoming diversity related professional development opportunities.

Domenico Grasso, Dean of the Graduate College, presented The Research Enterprise: Creating New Knowledge, which offered an overview of some of the uniqueness and excellence that UVM has produced academically.

Brian Reed, Associate Provost for Curricular Affairs, reviewed work being done on reformulating General Education requirements both at the baseline level and at the departmental level for individual programs. There is a strong focus being placed on assessment at both levels. The working group has requested recognition as a subcommittee of faculty senate in order to continue their work.

Committee Chair Claire Ayer welcomed suggestions for topics for the May meeting and the following were noted: explore internship opportunities; assessment discussions related to how to assess programs; and, use of technology in the classroom.

EPIR reconvened with BFI for a presentation on the Transdisciplinary Research Initiative (TRI). Faculty members from the 8 working groups provided a brief synopsis on their proposals for UVM’s Spires of Excellence – the areas included biological sciences and bioengineering (movement); culture and society; complex systems; culture and society; environmental change and adaptation; food systems; neuroscience; policy studies; and public health policy.

Respectfully Submitted,

Amanda McIntire, Human Resource Services
Shari Langlois, Risk Management

Staff Representative to the EPIR Committee