Chair Cushman called the meeting to order at 12:30 pm via Microsoft Teams.

1. Approval of the Minutes. The minutes of December 2020 were approved as written.

2. Future Agenda Items / Calendar Review.
   
   • February: Ann Kroll Learner from FOUR, Bryn Geffert, Dean of Libraries.
   • March: Kirk Dombrowski
   • April: Cindy Forehand, Graduate College

3. UVM Office of Engagement, Chris Koliba
Office of Engagement (OOE): The “Front Door” to the University of Vermont

Goals:

- Elevate and amplify our Land Grant Mission by expanding and coordinating our engagement activities throughout Vermont to support and strengthen the state’s economy and the well-being of its people.

- Increase the value of UVM to all of Vermont’s communities, including our business, nonprofit and public sectors.

- Align UVM's outreach and engagement-oriented programs, centers, and institutes via a network designed around information sharing, resource pooling, and matchmaking to amplify impact.

- Incubate new and deepen existing partnerships involving UVM faculty, students and staff.
UVM OOE: INITIAL STAFFING STRUCTURE

- Director (Koliba)
- Managing Director (Chu)
- General Specialist (Kemp)
  - Client services / Tracking
- Graduate Assistant (R&D) (Spett)
- Internship Coordination (Chase)
- Communications (Part time)
  - Website, Social media, Newsletter, Sale Force

UVM OOE: Initial Functions

KEY ACROSS FUNCTIONAL FEATURES:
- Client services
- Communicate Engagement
- Partnership incubation
- Troubleshoot systems

FUNCTIONAL FEATURES:
- Client services
- Communicate Engagement
- Partnership incubation
- Troubleshoot systems
- Job Attraction
- Our Common Ground Values
- Internships and Service-Learning
- Applied (Policy) Research
- Workforce Development
- K-H Continuum
- Technical Support and Services
- Entrepreneurship (Private and Social)
- Economic Development
**Client services**

GOAL: Provide excellent “customer service” to external people/organizations seeking connection with UVM.

A. Development intake systems  
B. Support development and use of Salesforce  
C. Track calls and provide follow up services

Lead: Kevin  
Partners: All
**Communicate Engagement**

GOAL: Working with key internal partners, generate content that tells UVM’s engagement stories to diverse audiences

A. Engagement website  
B. Newsletter, monthly  
C. Social media presence  
D. Video production  
E. Etc.

Lead: Kevin  
Partners: UVM Communications; other communications audiences

**Partnership incubation**

- GOAL: Grow the number of strategic partnerships with UVM and external partners

A. Track existing partnerships; monitor progress  
B. Develop a tiered partnership development strategy  
   - Tier 0: Partnership assessment- initial contacts  
   - Tier 1: Provide introduction and quick hand-off  
   - Tier 2: Be present for initial meetings, providing no logistical support  
   - Tier 3: Provide initial logistical support until status determined  
   - Tier 4: Provide key strategic partnership logistical support for as long as needed  
C. Determine appropriate protocols with UVM other front facing partnership leads

Lead: Chris and Kevin  
Partners: Corp. Relations; CDE; Extension; Innovations; Career Services; Government Relations; etc.
GOAL: Enhances UVM’s capacity to support economic development in a comprehensive manner

A. Formalize relationships with VCRD, RDCs, ACCD, RPCs, etc., to pursue funding and partnership agreements
B. Develop capacity to provide timely economic development data to partners
C. Conduct baseline economic resiliency research/assessment
D. Pursue funding from EDA and other resources to establish a regional development center (EDA university designation)
   • Data repositories, dashboard, analytics
   • Advanced modeling and simulation, scenario planning
   • Leverage UVM grants and contract capacity

Lead: Chris, Emma
Partners: Center for Rural Studies, many partners

• Internships:
  A. Expand total number of internships for UVM
  B. Open intern opportunities up to VSC
  C. Expand breadth and depth of paid internship experiences
  D. Provide targeted support for specific VT organizations
  E. Review UVM internship structures—surveys and focus groups
  F. Offer paid internships for smaller low resource org

Lead: Amanda
Key Partners: Career Center; Provost; Deans and Chairs

• Service-Learning:
  A. Expand total number of service-learning courses offered
  B. Expand % of students enrolled in service-learning courses
  C. Support engaged faculty (faculty roundtables)

Lead: Kevin?
Key Partners: CELO
GOAL: Enhance UVM’s role in attracting jobs and workers to Vermont

A. Support a concerted “work from home” campaign designed to attract and retain new VT residents by targeting UVM alumni

B. Link regional development and job attraction activities

Leads: Kevin; Chris
Partners: Alumni Association; CoC

GOAL: Whenever possible, lead with OCG values

A. Sponsor and co-sponsor activities that support learning and spread of OCG values.

B. Consider “Common Ground Fellows” who actively seek to enact programs and projects that advance our common ground values through engagement

C. Support UVM’s role in helping to create more welcoming environments across Vermont

D. Promote technical assistance and credentialing in this space

Leads: Chris, Kevin
Partners: CDE; Wanda; DEI committees across campus
**GOAL:** Help to streamline UVM processes and practices to support engagement activities

A. Prioritize why and when a troubleshooting activity is pursued
   - ID point person
   - Track results

   Lead: Kevin and Chris

   Partners: Kirk, all

**GOAL:** Position UVM as the first place to go to with policy analysis needs

A. Develop and maintain data on existing policy work being conducted by faculty, students and staff

B. Communicate existing partnerships / incubate new partnerships

C. Actively cultivate policy research projects, contracts, etc. with Vermont governments, businesses and nonprofits

D. Consider establishing a Legislative Policy Research entity and/or an applied research institute to support faculty-led policy programs

E. Convene Roundtables with Policy research faculty

   Lead: Chris and Kevin

   Key partners: Faculty, Deans, State of VT
GOAL: Position UVM as being active partner in workforce supply planning and implementation programs and policies

A. Identify growth areas for new BS, BA, masters degree, certificates, etc. for UVM that are based in existing and anticipated workforce needs for the state
B. Confer regularly with workforce development providers across the state

Lead: Kevin and Chris
Partners: Career Center; CDE; external partners

GOAL: Enhance and extend UVM support of Vermont’s entrepreneurial ecosystem

A. Support SBIR and STTR (OVPR and VT EPSCoR)
B. Support entrepreneurship forum
C. Seek alignments across higher education and educational service providers to support entrepreneurial activities across a broad continuum

Lead: Chris and Kevin
Partners: UVM Innovations; Foundation Corporate Relations; Dan Harvey; VCET, etc.
4. **Humanities at UVM, Luis Vivanco and Ilyse Morganstein Fuerst.** The center was founded in 1994 in the goal of supporting humanities and arts faculty, scholarship and creative work. The center is based in the College of Arts and Sciences. For a full description of the Humanities Center please visit their website at [https://www.uvm.edu/humanitiescenter](https://www.uvm.edu/humanitiescenter). They provide ten funding programs for faculty. They also have two programs for undergraduate research in the arts.
There are many hurdles that humanities encounter, they include:

- Lack of time
- Lack of funding
- Lack of recourses
- Geography
- Undervalued research time
- Stereotype of a really nice teacher, subpar researcher
- Cuts in the College of Arts and Sciences
- Ongoing frustration over the value placed on humanities at UVM
- The way success in the humanities looks doesn’t fit into the general research stats.
- Lack of understanding of what humanities scholars do
- Communication of the limited resources to the faculty.

5. **Old or New Business.** There was none at this meeting.

6. **Adjourn.** The meeting adjourned at 2:00 pm.

*Sabbatical

The next meeting of the RSCA will take place on Thursday, March 18th at 12:30 on Microsoft Teams.