

BOARD OF TRUSTEES

GENERAL INFORMATION

Structure of the Board

The 25 members of the Board of Trustees of the University of Vermont and State Agricultural College are appointed in four ways:

- In odd-numbered years, the Vermont General Assembly elects three trustees for six-year terms. The nine trustees so chosen constitute the Board of the Vermont Agricultural College.
- In even-numbered years, three trustees are elected to six-year terms by a self-perpetuating board of nine trustees who constitute the Board of the University of Vermont.
- Three trustees are appointed by the Governor of Vermont, one during each odd-numbered year. The three trustees serve six-year terms.
- Each year, one of two students who serve as trustees is selected by the Associated Directors for the Appointment of the University of Vermont and State Agricultural College Student Trustees, Inc., for a two-year term.

The Governor of the State and the President of the University serve as trustees, *ex officio*, during their terms of office. They are voting members of the Board.

All terms begin on March 1.

Charge of the University of Vermont and State Agricultural College Board

The Board of Trustees has full legal responsibility and authority for the University of Vermont, including entire management and control of property and affairs of the University. The Board of Trustees set and approves policies and budgets and strategic planning. The Board has authority to confer tenure on faculty members and award honorary degrees. The Board appoints the President.

Examples: tuition and room/meal rates, student fees, state capital requests, building renovations and construction, housing projects. Appointment of Professorships, approval of departmental name changes, termination of programs. Strategic planning.

Charge of the University of Vermont Board

The Board meets annually to elect officers and to accept the list of students who receive grants from the Wilbur Fund and, as necessary, to select the next class of trustees.

The University of Vermont and State Agricultural College
Board of Trustees

CHAIR

BOARD OF TRUSTEES

- ◆ Board consists of 25 members.
- ◆ Officers include Chair, Vice Chair and Secretary.
- ◆ Terms are 6 years, except for student members who serve 2-year
- ◆ All terms begin on March 1.

PRESIDENT

Charge of the Vermont Agricultural College Board

The Board meets annually to elect officers.

Meetings

Format. The Board meets four times per-year—in February, May, August and October. Standing Committees meet throughout the day on Friday and the full Board meets on Saturday morning, usually adjourning before noon. If necessary, Committee and Sub-Committee meetings may be scheduled on the morning or afternoon of the Thursday prior. Meetings are held on the UVM campus, usually in the Waterman Building. Committees of the Board may meet in between regularly schedule meetings to conduct any necessary business. All trustees meetings are noticed and open to the public.

Examples:

Finance & Budget meets in March to approve tuition, fees, compensation, in September to review key premises for next fiscal year state appropriation request (operating & capital) and to discuss next fiscal year request and budgeting process, in December to discuss next fiscal year budget planning, review state material, legislative testimony and next fiscal year premises and strategic budgeting process.

Facilities & Technologies meets in June for a full day - business in the a.m. and a tour of current projects and sites in the p.m.

Preparation. The planning cycle begins 6 weeks prior to the meeting date. Agendas are developed by the Committee Chair and Liaison in consultation with the President, Provost and Board Chair. Approximately ten days before each regularly scheduled meeting, Board materials are distributed to Trustees, Committee members, representatives and liaisons, Governance Leaders, members of the Administration and Deans. The meeting schedule is noticed internally on UVMToday (campus wide listserv), the University electronic calendar of events (accessible from UVM homepage), on the Trustee website, and to the media/press through the Communications Office. Included in materials are the agenda for the meeting, minutes of the last meeting (for approval), a list of resolutions for action (if any), and other reading materials related to items on the agenda.

Standing Committees

There are 7 standing Board Committees:

- Audit Committee
- Academic & Student Programs Committee
- Advancement & Constituency Committee
- Diversity Committee
- Facilities & Technologies Committee
- Finance & Budget Committee

Investment Committee

Committee assignments are appointed by the Chair of the Board and approved annually at the May meeting. Each Committee has a faculty, student, staff, and alumni/ae representative who are selected by their constituent groups. The representatives participate fully in the activities of the Committee but do not vote.

The Chairs of each of the standing Board Committees make up the Executive Committee. Additional members may be determined by Board resolution. The Executive Committee has authority to take action on matters which cannot or should not be deferred to the Board's next scheduled meeting.

Each standing committee is staffed by a University Liaison who works closely with the Committee Chair on setting agendas and makes arrangements for minutes to be recorded.

The University of Vermont and State Agricultural College
Board of Trustees

Board Meeting Dates

2002:

- Friday/Saturday: February 22-23
- Friday/Saturday: May 10-11
- Friday/Saturday: August 16-17
- Friday/Saturday: October 11-12

2003:

- Friday/Saturday: February 21-22

**Additional Standing Committee Meetings For
2002**

- March 25, 2002 - Finance & Budget Committee
- June or July 2002 - Facilities & Technologies Committee
- Mid September 2002 - Finance & Budget Committee
- Early December 2002 - Finance & Budget Committee

The University of Vermont and State Agricultural College
Board of Trustees

State Public Access Laws

The University of Vermont is an instrumentality of the State
therefore it is subject to the State Public Access Laws



Meetings are open to the public and documents or records
"produced or acquired" in the course of University business are
subject to public disclosure on request, unless a specific
statutory exemption applies.

The University of Vermont and State Agricultural College
Board of Trustees

<i>Committee</i>	<i>Charge</i>
<p>Audit</p>	<p>Responsible for:</p> <ul style="list-style-type: none"> ➤ Completion of annual audit of all accounts ➤ Recommendation of external auditors ➤ Review of annual audit plans ➤ Reviewing and reporting results of annual audit to the Board of Trustees
<p>Academic & Student Programs</p>	<p>Responsible for:</p> <ul style="list-style-type: none"> ➤ Student organizations ➤ Athletic programs ➤ Educational policies of the colleges and schools ➤ Appointment of academic personnel
<p>Advancement & Constituency</p>	<p>Responsible for:</p> <ul style="list-style-type: none"> ➤ Building support from and improving communications with off-campus constituencies of the University, including: <ul style="list-style-type: none"> • Alumni • Parents • Government officials • General public ➤ Fostering understanding of, and support for, the University and its mission ➤ Providing leadership and the implementation of UVM’s image development plan and the comprehensive campaign

The University of Vermont and State Agricultural College
Board of Trustees

<i>Committee</i>	<i>Charge</i>
Diversity	<p>Responsible for:</p> <ul style="list-style-type: none"> ➤ Support and promotion of a diverse environment at the University of Vermont ➤ Committed to racial, ethnic, religious, and other forms of diversity ➤ Creating equality, inclusiveness, and justice within the University
Executive	<p>Authority to:</p> <ul style="list-style-type: none"> ➤ Take action on matters which cannot or should not be deferred to the Board's next scheduled meeting
Facilities & Technologies	<p>Responsible for:</p> <ul style="list-style-type: none"> ➤ Supervision and direction of the Facilities and Technologies of the University ➤ Future needs and possible expansion requirements ➤ Efficient use of said facilities
Finance & Budget	<p>Responsible for:</p> <ul style="list-style-type: none"> ➤ All financial plans for the University ➤ Annual University budgets

The University of Vermont and State Agricultural College
Board of Trustees

<i>Committee</i>	<i>Charge</i>
Investment	<p>Responsible for:</p> <ul style="list-style-type: none">➤ General responsibility for prudent investment and reinvestment decisions regarding all funds of the University<ul style="list-style-type: none">• endowment and similar funds• agency funds• trusts• funds from bonds• loans• other sources in excess of immediate debt payment requirements➤ May purchase, hold, sell, transfer, exchange, invest, re-invest or otherwise dispose of such securities or similar investments➤ Responsible for the selection, retention and termination of investment managers and advisors who may provide assistance relative to such investment decisions

The University of Vermont and State Agricultural College

Board of Trustees

Standing Committees

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- Investment Committee

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The University of Vermont and State Agricultural College
Board of Trustees

**Charge of the University of Vermont and State
Agricultural College Board**

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The University of Vermont and State Agricultural College

Board of Trustees

There are 25 members of the Board of Trustees of the University of Vermont and State Agricultural College. They are appointed in four ways:

- 9 are elected by the Vermont General Assembly, and the nine Trustees so chosen constitute the Vermont Agricultural College Board
- 9 are elected by a self-perpetuating Board of nine Trustees who constitute the University of Vermont Board
- 3 are appointed by the Governor of Vermont
- 2 are selected by the Associated Directors for the Appointment of the University of Vermont and State Agricultural College Student Trustees, Inc.
- The Governor of the State and President of the University serve as Trustees *ex officio* during their terms of office