

**EXECUTIVE COMMITTEE  
BOARD OF TRUSTEES  
UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE**

The Executive Committee of the Board of Trustees of the University of Vermont and State Agricultural College held a meeting on Monday, August 9, 2021, at 1:00 p.m., in room 427A Waterman Building via remote conferencing.

MEMBERS PRESENT: Chair Ron Lumbra, Vice Chair Cynthia Barnhart, Secretary John Bartholomew, President Suresh Garimella, Frank Cioffi, Don McCree and Shap Smith

MEMBERS ABSENT: Carolyn Dwyer

OTHER TRUSTEES PRESENT: Rob Brennan, Carol Ode<sup>1</sup> and Berke Tinaz

REPRESENTATIVES PRESENT: Staff Council Representative Jon Reisenweaver and Interim Foundation Representative President & CEO Jim Keller

REPRESENTATIVES ABSENT: Faculty Senate Representative Tom Borchert, Graduate Student Senate Representative Rosie Chapina and Student Government Association Representative Sam Pasqualoni

PERSONS ALSO PARTICIPATING: Provost and Senior Vice President Patricia Prelock, Vice President for Legal Affairs & General Counsel and Chief of Staff to the President Sharon Reich Paulsen, and Vice President for Finance and Administration Richard Cate

<sup>1</sup> departed the meeting at 1:13 p.m.

Chair Ron Lumbra called the meeting to order at 1:00 p.m.

**Approval of minutes**

Chair Lumbra entertained a motion to approve the minutes from the July 16, 2021 meeting. The motion was made, seconded and it was voted to approve the minutes as presented.

**Chair remarks**

Chair Lumbra welcomed Staff Representative Jon Reisenweaver to the committee and recognized Trustee Coordinator Corinne Thompson on the occasion of her 35<sup>th</sup> anniversary at the UVM.

**President's remarks**

President Suresh Garimella reported that the university is preparing to welcome faculty and students back to campus later this month and noted medical students arrived on campus today. He shared that appropriate precautions are being taken to ensure a safe return to campus including: a COVID-19 vaccination requirement for all students. Additionally, the university has

announced its expectation that all faculty and staff be vaccinated, and is requiring everyone on campus to wear a mask while indoors.

The president also noted that the university will welcome the class of 2020 back to campus for an in-person commencement ceremony on Saturday, August 14, 2021, and that a convocation ceremony will be held on August 29 to welcome the class of 2021, along with the sophomores, since convocation could not be held last year due to the pandemic. He concluded by expressing his excitement in anticipation of the fall semester and welcoming everyone back.

### **Action items**

Chair Lumbra invited Vice President for Finance and Administration Richard Cate to introduce the contracts for the committee's consideration. He noted that resolutions would be introduced individually with an opportunity for discussion following. Once all resolutions have been introduced, the committee will vote on them as a consent agenda unless someone requests a separate vote on a particular resolution.

Vice President Cate introduced a lease amendment with 310 Main, LLC for continued use of office space for Extension's Bennington County location at 320 Main Street, Bennington, Vermont. When combined with the previous lease, which expires April 30, 2024, the term exceeds 5 years requiring board approval. Annual rental expense associated with this lease is \$12,416.23 with a 2% annual increase and is paid by Extension.

The following resolution was presented for approval:

**Resolution authorizing lease amendment with 310 Main, LLC for continued use of office space for Extension's Bennington County location at 320 Main Street, Bennington, Vermont.**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to negotiate and execute a two-year lease renewal option with 310 Main, LLC for continued use of office space for Extension's Bennington County location at 320 Main Street, Bennington, Vermont, subject to material terms and conditions reported on this date.

Vice President Cate next introduced a two-year contract extension with DynamiCare Health for software license fees. In January 2018, DynamiCare Health, Incorporated was selected to provide a mobile application ("App") to help research participants in studies enter data into the "App" which would collectively gather all information together and provide web-based dashboard analytics.

An additional study was requested for participants in Alaska and a renewal of this software license is being requested to cover the research period. DynamiCare Health, Incorporated has agreed to lock in the same license fee cost for the extension beginning July 1, 2021 through July 31, 2023 for an amount not to exceed \$110,000.

The renewal term of this contract will exceed five years which requires board approval.

The following resolution was presented for approval:

**Resolution approving contract extension with DynamiCare Health, Incorporated**

BE IT RESOLVED, that the Vice President for Finance and Administration or his successor or designee, is hereby authorized to execute a two-year contract extension for software license fees with DynamiCare Health, Incorporated to cover the period from July 1, 2021, through July 31, 2023, for an estimated amount not to exceed \$110,000.

Vice President Cate then introduced a one-year contract extension with Accruent, LLC. In June 2016, UVM entered into a five-year contract with Accruent, LLC for the University's work order software system called FAMIS, which is primarily used by Physical Plant department (PPD). While PPD develops, installs, and implements a new selected software platform over the next year, they are requesting approval of a one-year extension to bridge the gap until the new software platform is ready to deploy to campus. The extension will run from July 1, 2021 through June 30, 2022 for an amount not to exceed \$82,000.

The renewal term of this contract will exceed five years which requires board approval.

The following resolution was presented for approval:

**Resolution approving contract extension with Accruent, LLC**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a one-year contract extension with Accruent, LLC for the University's work order software system to cover the period from July 1, 2021, through June 30, 2022, in an amount not to exceed \$82,000.

Vice President Cate next introduced a one-year contract extension with CollegeNet for the graduate program application software. The Graduate College has used CollegeNet software for the graduate program application process for many years. As they explore other software options to implement, the Graduate College is requesting approval of a one-year contract extension from December 20, 2021, through December 19, 2022, in an amount not to exceed \$45,000.

The renewal term of this contract will exceed five years, which requires board approval.

The following resolution was presented for approval:

**Resolution approving contract extension with CollegeNet**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a one-year contract extension with CollegeNet for the graduate application software from December 20, 2021, through December 19, 2022, in an amount not to exceed \$45,000.

Vice President Cate then introduced a four-year contract extension with Parsons Environment & Infrastructure Group, Incorporated. In 2017, UVM began performing annual Vermont State

inspections on UVM vehicles for better efficiencies and lower cost. Parsons Environment & Infrastructure Group, Incorporated (Parsons) was selected by the State of Vermont to work with organizations to coordinate the proper equipment and software to be certified to complete the Vermont inspections. The State has approved a four-year extension with Parsons from March 28, 2021 through March 31, 2025.

Since the original equipment and software have been purchased and are in current operations, the cost of the next four years is minimal at \$2.50 per vehicle inspection and any potential upgrades to equipment or software.

UVM Parking and Transportation is requesting approval to enter into a contract extension with Parsons Environment & Infrastructure Group, Incorporated for equipment access and network services from March 28, 2021, through March 31, 2025, in an amount not to exceed \$15,000.

The renewal term of this contract will exceed five years which requires board approval.

The following resolution was presented for approval:

**Resolution approving contract extension with Parsons Environment & Infrastructure Group, Incorporated**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a four-year contract extension with Parsons Environment & Infrastructure Group, Incorporated for equipment access and network services from March 28, 2021, through March 31, 2025, in an amount not to exceed \$15,000.

Chair Lumbra offered an opportunity for discussion and comments. There being none, a motion was made, seconded and all resolutions were unanimously approved as presented.

**Executive session**

At 1:13 p.m., Chair Lumbra entertained a motion to enter into executive session to discuss a contract, premature general public knowledge of which would clearly place the University at a substantial disadvantage, and to receive advice of legal counsel. He noted the session would last for approximately 10 minutes and that action is anticipated following. Everyone was excused from the meeting with the exception of Trustees; Provost & Senior Vice President Patricia Prelock; Vice President for Legal Affairs & General Counsel and Chief of Staff to the President Sharon Reich Paulsen; Vice President for Finance and Administration Richard Cate, and Special Assistant to the Chief of Staff Erin Dickinson.

The meeting re-opened to the public at 1:33 p.m.

**Other business**

The following resolution was presented for approval:

**Resolution approving contract with an investment advisory firm**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to negotiate and execute a contract with a firm for the purpose of providing investment advisory services for the period October 1, 2021 through September 30, 2022, with options for four annual renewals, subject to material terms and conditions reported on this date.

BE IT FURTHER RESOLVED that the Investment Subcommittee shall annually review the performance of the investment advisory firm.

This resolution supersedes all previous authorizations.

An opportunity for further discussion was offered. There being none, a motion was made, seconded, and the resolution was unanimously approved as presented.

Chair Lumbra thanked Investment Subcommittee Chair Rob Brennan and subcommittee members for their participation in the request for proposal process.

**Adjournment**

There being no further business, the meeting was adjourned at 1:35 p.m.

Respectfully submitted,

Ron Lumbra, Chair