

**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, September 9, 2019, at 1:30 p.m., in 427A Waterman Building.

MEMBERS PRESENT: Chair David Daigle*, Vice Chair Ron Lumbra*, President Suresh Garimella, Frank Cioffi*, Carolyn Dwyer*, and Bernard Juskiewicz*

MEMBERS ABSENT: Secretary Curt McCormack and Don McCree

REPRESENTATIVES PRESENT: Faculty Representative Thomas Chittenden, Foundation Representative President & CEO Shane Jacobson*, Staff Council Representative Stephen Lunna, Student Government Association Representative Jillian Scannell, and Graduate Student Senate Representative Jessica Bocanegra

REPRESENTATIVES ABSENT: None

PERSONS ALSO PARTICIPATING: Vice President for Finance & Treasurer Richard Cate

*Joined by phone.

Chair David Daigle called the meeting to order at 1:32 p.m.

Approval of Minutes

Chair Daigle entertained a motion to approve the minutes from the August 12, 2019 meeting. The motion was made, seconded and it was voted to approve the minutes as presented.

Opening Remarks

Chair Daigle reported that the September 6-7, 2019 University of Vermont Board of Trustees Retreat was successful and productive.

President's Report

President Garimella reported that he has attended many events connected with the beginning of the new academic year, such as Move-in Day, Convocation, and today's staff Social on the Green lunch (the kick-off event for staff recognition week). Everything has gone well; it is an exciting time on campus. The president also reported that he has been meeting with numerous individuals and groups, both affiliated and not affiliated with UVM. He also has been meeting with media, such as his appearance on the Dave Gram show this morning.

President Garimella concluded his report by providing background information regarding the US News & World Report's 2020 Best Colleges ranking and the methodology modifications this year, such as the removal of high school guidance counselor opinions, and the addition of 120 institutions to the ranking group. He noted that UVM's quality indicators have been on the rise the last few years, and the university remains focused on student success.

Action Items

Vice President for Finance and Treasurer Richard Cate introduced a resolution authorizing a license agreement with McNeil Joint Owners for land to establish a collaborative solar research and training facility in Burlington, Vermont. He noted that all prior licenses for this use have expired and there is no cost to the University.

The following resolution was presented for approval:

Resolution authorizing license agreement with McNeil Joint Owners for land to establish a collaborative solar research and training facility in Burlington, Vermont

BE IT RESOLVED, that the Vice President for Finance and Treasurer, or his successor or designee, is hereby authorized to negotiate and execute a five-year License Agreement with four five-year renewal options with the McNeil Joint Owners for use of their land at 111 Intervale Road, Burlington, Vermont, for installation of donated solar equipment to establish a collaborative solar research and training facility through UVM's Office of the Vice President for Research, subject to material terms and conditions reported on this date. This facility is being developed to serve a variety of UVM disciplines and other teaching institutions on the matters of solar installation, production, and data gathering. This License Agreement will begin on the first date of equipment operation and terminate twenty-five years thereafter, if all renewal options are exercised.

Vice President Cate next introduced a resolution approving an agreement with the Remi Group, LLC. He explained that Technical Services Partnership (TSP) at the University of Vermont provides preventative maintenance and repairs for sophisticated and expensive medical equipment to health care organizations across the region. TSP's Capital Asset Protection Partnership (CAPP) program is designed to ensure the most critical medical equipment is operating at peak performance. In response to a request for proposals (RFP) sent to five potential vendors, REMI Group, LLC was selected based on their overall service, insurance options, and price. They are also the current incumbent. The estimated spend for the five-year contract is as follows:

Year 1:	\$ 850,000
Year 2:	\$ 909,000
Year 3:	\$ 972,000
Year 4:	\$1,040,000
Year 5:	\$1,113,000

These maintenance costs are passed on to the health care organizations through the contractual agreements with TSP. Costs are determined by the list of equipment each hospital includes in their CAPP program and includes a 4% annual escalation cost.

The following resolution was presented for approval:

Resolution approving agreement with the Remi Group, LLC

BE IT RESOLVED, that the Vice President for Finance and Treasurer, or his successor or designee, is hereby authorized to execute a contract with the Remi Group, LLC for equipment maintenance management program for five years beginning November 1, 2019, through October 31, 2024, for an amount not to exceed \$5,000,000.

Vice President Cate moved on to introduce a resolution approving a contract with Standard Insurance Company. An RFP was released per the request of UVM Human Resources to seek proposals from qualified firms to provide employees with life/accidental death and dismemberment (AD&D) insurance and long-term disability benefits. Standard Insurance Company was selected to be UVM's insurance provider based on lower rates, benefit coverage options, and ratings within the industry.

The cost to UVM is projected to decline by 10% over the previous contract with Standard. Employees pay approximately 59% of the total cost of the plan and UVM's share is \$3.1 million per year.

The following resolution was presented for approval:

Resolution approving contract with Standard Insurance Company

BE IT RESOLVED, that the Vice President for Finance and Treasurer, or his successor or designee, is hereby authorized to execute a contract with Standard Insurance Company for employee life/AD&D insurance and long-term disability benefit plan services beginning January 1, 2020 through December 31, 2022, with two optional one-year renewals, and a total UVM cost share not to exceed \$7,500,000 over a five-year period.

Next, Vice President Cate introduced a resolution approving contracts for executive search firms. RFP # 09-09-19 was released to 12 vendors to provide executive search firm services to assist the University with executive level searches. After the RFP committee reviewed the eight responses, Isaacson Miller and Witt Keiffer were the selected vendors based on experience, pricing structure and references.

Next, Vice President Cate presented a resolution approving contracts for executive search firms. An RFP was released to 12 vendors to provide executive search firm services to assist the University with executive level searches. After the RFP committee reviewed the eight responses, Isaacson Miller and Witt Keiffer were the selected vendors based on experience, pricing structure and references.

On average, most vendor fees are one-third of the first-year annual total compensation, plus direct and indirect expenses. These fees vary based on level of position and pay, and are consistent with the previous contracts. Trustee Ron Lumbra, who is an expert in the executive search industry, affirmed that it is helpful to have firms pre-contracted and that the terms are consistent with industry standards.

The following resolution was presented for approval:

Resolution approving contracts for executive search firms

BE IT RESOLVED, that the Vice President for Finance and Treasurer, or his successor or designee, is hereby authorized to execute contracts with Isaacson Miller and Witt Keiffer for executive search firm services beginning September 15, 2019 through September 14, 2024, for an amount not to exceed \$2,500,000 in aggregate.

Vice President Cate introduced a resolution approving a contract renewal with MAXIMUS Higher Education, Incorporated. The University initially entered into agreements in 2010 with MAXIMUS Higher Education, Incorporated for an effort reporting system (ERS) and a cost reporting information system (CRIS) software as a data collection tool to calculate and submit cost recovery rates on grants to the federal agency, Human and Health Services (HHS). The original term of these contracts with the renewals is in excess of five years, requiring Board approval.

The following resolution was presented for approval:

Resolution approving contract renewal with MAXIMUS Higher Education, Incorporated

BE IT RESOLVED, that the Vice President for Finance and Treasurer, or his successor or designee, is hereby authorized to renew contracts with MAXIMUS Higher Education, Inc. for software licenses beginning July 1, 2019 through June 30, 2022, with two optional one-year renewals, for a total amount not to exceed \$ 402,000.

Finally, Vice President Cate presented a resolution amending contracts for snowplowing services. At the November 13, 2017, Executive Committee meeting, the Board of Trustees approved two one-year renewal options from October 1, 2018 through September 30, 2020, for an amount not to exceed \$1,600,000 for snowplowing services with Landshapes Landscape Design and Installation, ML Scapes, Inc., and A. Marcelino and Company.

Due to the severe winter weather conditions and the number of construction projects on campus over the last few years, additional costs were incurred to truck high levels of snowfall off campus and to maintain safe campus conditions.

UVM Physical Plant department is requesting that the Executive Committee authorize amending the original November 2017 approval by increasing the amount of these contracts an additional \$700,000, for a total combined spend amount not to exceed \$2,300,000 in aggregate.

The following resolution was presented for approval:

Resolution amending contracts for snowplowing services

BE IT RESOLVED, that the Executive Committee authorizes the Vice President for Finance and Treasurer, or his successor or designee, to amend contracts for snowplowing services with Landshapes Landscape Design and Installation, ML Scapes, and A. Marcellino which the Board of Trustees approved at the November 2017 Board meeting, by increasing the amount of the contracts by \$ 700,000 for a total not-to-exceed amount of \$2,300,000, leaving the two-year renewal term of October 1, 2018, through September 30, 2020, unchanged.

This resolution replaces and supersedes the resolution approved by the Board November 13, 2017.

A motion was made, seconded and the consent agenda was unanimously approved as presented.

Review of the Policy on Presidential Spouse or Partner Services

The Committee reviewed the Policy on Presidential Spouse or Partner Services and decided to rescind it.

The following resolution was presented for approval:

Resolution rescinding the Policy on Presidential Spouse or Partner Services

WHEREAS, on October 22, 2011, the Board of Trustees adopted a Policy on Presidential Spouse or Partner Services;

WHEREAS, the Board has reviewed the provisions of the Policy on Presidential Spouse or Partner Services, as amended on November 8, 2012, and has determined that the policy is substantially redundant with other existing policies;

THEREFORE, BE IT RESOLVED, that the Policy on Presidential Spouse or Partner Services is rescinded.

An opportunity for comments was offered. There being none, a motion was made, seconded, and the resolution was unanimously approved.

October Board Meeting Preparations

Chair Daigle highlighted the preliminary October 25-26, 2019 Board meeting schedule and the committee chairs reviewed their individual draft agendas. In reference to the Committee of the Whole agenda, Chair Daigle previewed that there may be a new format for the governance leader reports that would elicit more dialogue with the Board.

Adjournment

There being no further business, the meeting was adjourned at 2:18 p.m.

Respectfully submitted,

David Daigle,
Chair