

**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, December 12, 2022, at 1:00 p.m., in Memorial Lounge, 338 Waterman Building, via remote conferencing.

MEMBERS PRESENT: Chair Ron Lumbra, Vice Chair Cynthia Barnhart, Secretary Johanna Donovan, President Suresh Garimella, Don McCree, and Shap Smith

MEMBERS ABSENT: Frank Cioffi and Carolyn Dwyer

OTHER TRUSTEES PRESENT: Kristina Pisanelli

REPRESENTATIVES PRESENT: Foundation Representative President & CEO Monica Delisa, Faculty Senate Representative Tom Borchert, and Staff Council Representative Jon Reisenweaver¹

REPRESENTATIVES ABSENT: Graduate Student Representative Justin Salisbury and Student Government Association Representative Maddie Henson

PERSONS ALSO PARTICIPATING: Vice President & Provost Patricia Prelock, Vice President for Finance & Administration Richard Cate, Vice President for Legal Affairs & General Counsel Trent Klingerman¹, and Special Assistant to the President Jonathan D'Amore¹

¹ attended in person

Chair Ron Lumbra called the meeting to order at 1:01 p.m.

Approval of minutes

Chair Lumbra entertained a motion to approve the minutes from the September 12, 2022. The motion was made, seconded and it was voted to approve the minutes as presented.

Chair's remarks

Chair Lumbra acknowledged and thanked the Multipurpose Center Work Group for their efforts and looks forward to their update at the February board meeting. He thanked President Suresh Garimella and Provost Patty Prelock for their leadership in addressing antisemitism and their engagement with students and the community. He congratulated the men's soccer team on their incredible season and acknowledged and congratulated the entire program.

President's remarks

President Garimella noted that it was finals week on campus and many in the community were preparing for the close of a successful semester. He thanked the many staff and faculty members who supported students and kept the campus operating so well. He also offered his

congratulations to the men's soccer team and celebrated the success of the athletic programs over the past several seasons, noting student athletes' achievements on the field and in their academic programs. Finally, he shared that the updates to the UVM website, which were previewed at the October meeting, were now active.

Action items

Chair Lumbra invited Vice President for Finance & Administration Richard Cate to introduce the action items for approval. He noted the resolutions will be introduced individually with an opportunity for discussion following. Once 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 reported that on October 28, 2022, the board received an update on the University's desire to revise and update its 2006 Campus Master Plan to align it with *Amplifying our Impact: Strategic Vision for UVM*. Adoption of the plan was deferred to allow additional time for trustees to review the plan. He highlighted minor changes made to the document since the plan was presented to trustees in October.

The following resolution was presented for approval:

Resolution adopting the 2022 Campus Plan

WHEREAS, the University desires to revise and update its 2006 Campus Master Plan, to align it with *Amplifying our Impact*; and

WHEREAS, the 2022 Campus Plan has been developed in collaboration with a wide variety of stakeholders; and

WHEREAS, the Campus Plan Oversight Committee, led by the Provost and the Vice President for Finance and Administration, has reviewed and approved the work of Campus Planning Services staff, various content experts, consultants, and the Campus Plan Working Groups;

THEREFORE, BE IT RESOLVED, that the Executive Committee hereby adopts the 2022 Campus Plan and authorizes the President, his successors, and his designees to utilize this plan to guide future campus development and land use.

Vice President Cate then introduced a contract renewal with Prime Buchholz, LLC for investment advising consulting services. In January 2021, a request for proposal was released for independent investment advisory services over a five-year period, with the contingency that the University's Board of Trustees Investment Subcommittee, or its successor organization, would annually determine whether to extend the professional consulting services one year at a time. Prime Buchholz, LLC was the selected to perform consulting services to UVM.

The administration is requesting approval to enter into a one-year contract renewal with Prime Buchholz, LLC for investment advising consulting services beginning September 15, 2022,

through September 14, 2023 with three optional one-year renewals, for an amount not to exceed \$2,000,000.

The following resolution was presented for approval:

Resolution approving contract renewal with Prime Buchholz, LLC

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into contract renewals with Prime Buchholz, LLC for investment advising consulting services beginning September 15, 2022, through September 14, 2023, with three optional one-year renewals, for an amount not to exceed \$2,000,000.

Vice President Cate next introduced a contract extension with Accruent, LLC for the University's work order software system. He reported that UVM entered into a contract with Accruent, LLC in June 2016 for the University's work order software system called FAMIS, which is primarily used by the Physical Plant department (PPD). While PPD develops, installs, and implements a new selected software platform this year, they are requesting approval of an additional six-month extension with Accruent, LLC to bridge the gap until the new software platform is completely deployed successfully for all modules.

PPD is requesting approval for an additional six-month extension with Accruent, LLC from January 1, 2023 through June 30, 2023 for an amount not to exceed \$66,000.

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 six-month contract extension with Accruent, LLC for the University's work order software system from January 1, 2023, through June 30, 2023, in an amount not to exceed \$66,000.

Vice President Cate then introduced a contract with J.A. Morrissey for a restoration project. He noted that company is local and has been engaged in a contract for the building envelope reconstruction and restoration of the Wadhams House and barn. This reconstruction project ultimately included the removal of the Pomeroy Barn and another building at 172 South Prospect Street. This additional work put the total project cost over the \$1,000,000 board approval threshold, thereby requiring approval.

The project began in April 2022 with a completion date in the Spring of 2023. The project and contract total is not to exceed \$1,600,000.

The following resolution was presented for approval:

Resolution approving contract with J.A. Morrissey

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a contract with J.A. Morrissey for the Wadhams House and barn restoration project beginning April 1, 2022, through completion, for an amount not to exceed \$1,600,000.

Next, Vice President Cate introduced a contract for a clinical trial management software license, maintenance and support fees. The Larner College of Medicine is requesting to enter into a contract with Advarra, Incorporated for their software license named OnCore. OnCore is an enterprise clinical trial management system which holds research participant data to interface with Huron Click software as well as EPIC at The University of Vermont Medical Center. The data collected will be owned by the Office of Clinical Trials Research and Vermont Cancer Center.

OnCore Subscription costs will include license, maintenance, support, up to 750 users, for Modules selected, interface bundles, eRegulatory Management System, Electronic Data Capture, professional services, and implementation costs.

The administration is requesting approval to enter into contract with Advarra, Incorporated, for a clinical trial management software license, maintenance, and support fees beginning January 1, 2023, through December 31, 2027, for an amount not to exceed \$2,900,000.

The following resolution was presented for approval:

Resolution approving contract with Advarra, Incorporated

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute a contract with Advarra, Incorporated, for a clinical trial management software license, maintenance, and support fees beginning January 1, 2023, through December 31, 2027, for an amount not to exceed \$2,900,000.

Vice President Cate then introduced a contract with WCG Clinical, Incorporated for experienced research professionals. The Vermont Cancer Center (VCC) has selected WCG Clinical, Incorporated to provide up to two full-time experienced research professionals to provide data coordinator services for a minimum of nine months per resource, with the possibility of a three-month extension.

These professionals will perform data entry into appropriate Electronic Data Capture systems and manage Case Report Forms, assist in preparing study materials for audit, data entry into Clinical Trial Management Systems, RedCap or other industry-sponsored study portals in addition to other responsibilities. The monthly flat rate per person is \$15,600.

VCC is requesting approval to enter into a contract with WCG Clinical, Incorporated, for professional services beginning in December 2022, through November 2023, for an amount not to exceed \$375,000.

The following resolution was presented for approval:

Resolution approving contract with WCG Clinical, Incorporated

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a contract with WCG Clinical, Incorporated, for experienced research professionals beginning in December 2022, through November 2023, for an amount not to exceed \$375,000.

Vice President Cate next introduced a one-year contract extension with Kaplan, Incorporated for test prep services. Over the past five years Kaplan, Incorporated has provided these services for Post-Baccalaureate Pre-medical applicants. UVM holds the contract with Kaplan, Incorporated to provide significant savings for these services and in return the students pay UVM for the test prep courses.

The administration is requesting approval of a one-year contract extension from January 31, 2023, through January 30, 2024, in an amount not to exceed \$25,000.

The renewal term of this contract will exceed five-years and therefore requires board approval.

The following resolution was presented for approval:

Resolution approving contract extension with Kaplan, Incorporated

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 Kaplan, Incorporated for test prep services from January 31, 2023, through January 30, 2024, in an amount not to exceed \$25,000.

Vice President Cate introduced the final contract for a two-year contract extension with CollegeNet for the graduate program application software. The Graduate College has used CollegeNet software for the UVM graduate program application process for many years. As they explore other software options to implement, the Graduate College is requesting approval of a two-year contract extension with CollegeNet from December 20, 2022, through December 19, 2024, in an amount not to exceed \$100,000.

The renewal term of this contract will exceed five-years and therefore 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 two-year contract extension with CollegeNet for the graduate application software from December 20, 2022, through December 19, 2024, in an amount not to exceed \$100,000.

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

Adjournment

There being no further business, the meeting was adjourned at 1:16 p.m.

Respectfully submitted,

Ron Lumbra, Chair