

**THE UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE BOARD
OF TRUSTEES**

EXECUTIVE COMMITTEE

Members: Chair Ron Lumbra, Vice Chair Cynthia Barnhart, Secretary Catherine Toll, Frank Cioffi, Carolyn Dwyer, Suresh Garimella, Don McCree, and Shap Smith

Representatives: Faculty Representative Tom Borchert, Foundation Representative Monica Delisa, Staff Representative Monika Donlevy, Student Representative Mahder Teferra and Graduate Student Representative Cara Simone

Monday, June 10, 2024

1:00 p.m. – 2:00 p.m.

Memorial Lounge, 338 Waterman Building

AGENDA

	Item	Enclosure/ Exemption	Discussion Leader(s)	Time
	Call to order			*1:00 p.m.
1.	Approval of April 15, 2024 minutes	Attachment 1	Ron Lumbra	1:00-1:02
2.	Chair’s remarks		Ron Lumbra	1:02-1:05
3.	President’s remarks		Suresh Garimella	1:05-1:08
4.	Action items: <ul style="list-style-type: none"> • Resolution adopting amendments to the Larner College of Medicine Faculty Handbook • Resolution setting the graduate student senate fee for fiscal year 2025 • Resolution approving contract with All Cycle Waste, Incorporated • Resolution approving contract extension with Environmental Hazards Management, Incorporated • Resolution approving contract with Safety Systems of Vermont, LLC 	Attachment 2 Attachment 3; Appendix A Attachment 3	Patricia Prelock Rick Page Rebecca Wilcox Richard Cate	1:08-1:30

	<ul style="list-style-type: none"> • Resolution approving contract renewal with Rave Mobile Safety • Resolution approving contract amendment with Riskonnect, Incorporated • Resolution approving contract renewal with StarRez, Incorporated • Resolution approving contract renewals for software • Resolution authorizing a lease with Hale Resources, LLC • Resolutions approving revisions to signatory authority for the following: <ul style="list-style-type: none"> ○ establishment of bank accounts ○ maintenance of bank accounts ○ transfers between corporate accounts ○ treasury management ○ establishment of brokerage accounts ○ sale of securities ○ endowment funds and other invested funds ○ UVM pooled income fund 			
5.	Update on fiscal year 2025 budget planning assumptions		Richard Cate	1:30-1:35
6.	Resolution Regarding Delegation and Retention of Board Authority discussion	Attachment 4	Trent Klingerman	1:35-1:40
	Motion to enter executive session**			
7.	Real estate	Contracts	Richard Cate Leslie Parise	1:40-1:55
	Motion to go out of executive session			
8.	Other business <ul style="list-style-type: none"> • Resolution approving purchase or long-term lease 	Separate distribution	Ron Lumbra	1:55-2:00
	Motion to adjourn			2:00 p.m.

* Time is approximate.

** The Chair will entertain a motion to enter into executive session for the purpose of discussing contracts. Action is anticipated following.

Executive Committee - Executive Summary
Monday, June 10, 2024

Prepared by: Ron Lumbra, Chair

The committee will convene to consider the action items listed below. Time is reserved for an executive session to discuss real estate. Action is anticipated following.

ACTION ITEMS

Approval of previous minutes

The minutes for the April 15, 2024 meeting are included as **attachment 1**.

Action: Motion to approve the minutes.

Resolution adopting amendments to the Larner College of Medicine (LCOM) Faculty Handbook

Included as attachment 2 is memo from the LCOM Dean Richard Page requesting approval of amendments to the Larner College of Medicine Faculty Handbook.

Dean Page and Associate Dean for Faculty Rebecca Wilcox will be in attendance to address any questions.

Action: Resolution adopting amendments to LCOM Faculty Handbook.
Attachment 3; Appendix A

Resolution amending the graduate student senate fee for fiscal year 2025

After consultation with the president and provost, in March 2024 the Graduate Student Senate (GSS) passed a resolution requesting an increase in the Graduate Student Senate fee from the previous rate approved at the special meeting of the Board of Trustees on November 1, 2024 for fiscal year 2025 to \$25/semester for graduate students enrolled in five or more credits and \$15/semester for graduate students enrolled in four or fewer credits.

The administration, including Graduate College dean Holger Hooch, recommends that the GSS request be approved to “enhance existing stipends [for graduate student clubs] and develop new initiatives, structural support, and funding for club and committee activities, and to address the evolving needs of the graduate student body” as stated in the GSS resolution.

Action: Resolution setting the graduate student senate fee for fiscal year 2025.
Attachment 3.

Resolution approving contract with All Cycle Waste, Incorporated

All Cycle Waste, Incorporated (Casella) has been UVM's contracted supplier to provide our campus waste management system services for decades and is now the only supplier that can manage UVM's requirements and volume.

The administration is requesting a five-year contract with Casella, with an annual 4% escalation, beginning July 1, 2024 through June 30, 2029, in an amount not to exceed \$4,500,000.

Action: Resolution approving a five-year contract with All Cycle Waste, Incorporated for campus waste management system. **Attachment 3**

Resolution approving contract extension with Environmental Hazards Management, Incorporated

UVM has been under job order contract via RFP# 08-09-19 with Environmental Hazards Management, Incorporated since 2019 to perform an ongoing series of small to medium sized routine hazardous material projects across campus.

The administration is seeking approval to enter into a one-year job order contract extension with Environmental Hazards Management, Incorporated for hazardous material projects beginning February 9, 2024 through February 8, 2025, for an amount not to exceed \$250,000.

Pricing remains the same through 2024 with no escalation increase.

This renewal will exceed the five year threshold requiring Board approval.

Action: Resolution approving one-year job order contract extension with Environmental Hazards Management, Incorporated for hazardous material projects. **Attachment 3**

Resolution approving contract with Safety Systems of Vermont, LLC

UVM Physical Plant released RFP #39-04-24 in April 2024, for fire alarm annual testing, inspections, maintenance and service for repairs and ADA accommodations. Safety Systems of Vermont, LLC was the selected vendor.

Physical Plant is requesting approval to enter into a 34-month contract term with two one-year renewal options with Safety Systems of Vermont, LLC, with an annual 5% escalation, beginning July 1, 2024, through April 30, 2027, for an amount not to exceed \$1,700,000.

Action: Resolution approving a 34-month contract term with two one-year options with Safety Systems of Vermont, LLC, for fire alarm testing, inspections, and maintenance. **Attachment 3**

Resolution approving contract renewal with Rave Mobile Safety

UVM has been under contract with Rave Mobile Safety since 2019 to provide software for the CATALert emergency communication system, which reaches students, faculty, and staff across campus during urgent and emergency situations.

The administration is seeking approval to enter into a three-year contract renewal with Rave Mobile Safety beginning July 1, 2024 through June 30, 2027, for an amount not to exceed \$70,000.

Pricing is set at \$22,986.20 each year with no escalation increase.

This renewal will exceed the five year threshold requiring Board approval.

Action: Resolution approving three-year contract renewal with Rave Mobile Safety for the university's emergency communication systems. **Attachment 3**

Resolution approving contract amendment with Riskonnect, Incorporated

On December 13, 2021, the Board of Trustees Executive Committee approved a five-year contract with Riskonnect, Incorporated for a single integrated software platform to implement an incident/claims system to identify, analyze and manage its risks. The original five-year contract began September 9, 2021.

Risk Management will be upgrading their software from classic to lightning platform in 2024 to acquire more efficiency and specialized functionality. The administration is requesting approval to enter into a contract amendment with Riskonnect, Incorporated, to extend the end date through September 8, 2027, for an amount not to exceed \$460,000.

There are no escalation costs for 2024-2025, 3% for 2025-2026, and 5% for 2026-2027.

Action: Resolution approving contract amendment with Riskonnect Incorporated, for claim management software. **Attachment 3**

Resolution approving contract renewal with StarRez, Incorporated

Residential Life released RFP #19-01-19 in 2019, for a student housing management system. StarRez Incorporated was the successful vendor selected for a five-year contract which began September 6, 2019.

Residential Life is requesting approval to enter into a five-year contract renewal for software support and maintenance plus adding a new module for managing off-campus housing, with an annual 5% escalation, beginning September 6, 2024, through September 5, 2029, for an amount not to exceed \$350,000.

Action: Resolution approving a five-year contract renewal with StarRez, Incorporated for student housing management software. **Attachment 3**

Resolution approving contract renewals for software

Purchasing Services is requesting contract renewals with the following suppliers for IT software, which range from 12 to 18 months:

- McGraw Hill, LLC for Library subscription materials from 6/1/24 – 1/31/26
- MAXIMUS Higher Education, Inc. for effort reporting software from 7/1/24 – 6/30/25
- NuHarbor Security for security event analysis software from 7/13/24 – 7/12/25
- Wolfram Research, Inc. for Mathematica software from 8/1/24 – 7/31/25
- Explorance Corporation for institutional course evaluation software from 8/28/24 – 8/27/25

The cost of these renewals will be an amount not to exceed \$365,000 in aggregate.

These renewals will exceed the five year threshold requiring Board approval.

Action: Resolution approving software contract renewals with McGraw Hill, LLC, MAXIMUS Higher Education, Incorporated, NuHarbor Security, Wolfram Research, Incorporated, and Explorance Corporation. **Attachment 3**

Resolution authorizing a lease with Hale Resources, LLC

The university wishes to enter into a letter of intent for a lease with Hale Resources, LLC for approximately 2,246 square feet of office and meeting space in a new redevelopment project at 650 Main Street, Bennington, Vermont for UVM Extension. The term of the lease would be for an initial term of seven (7) years, with two options to extend for 5-years each.

The annual rent and total lease expense associated with this lease agreement is \$44,134.00.

Action: Approval of resolution authorizing lease terms with Hale Resources, LLC. **Attachment 3**

Resolutions approving revisions to signatory authority for banks and other university accounts

The committee will be asked to approve eight resolutions updating signatory authority for the following:

- establishment of bank accounts
- maintenance of bank accounts
- transfers between corporate accounts
- treasury management
- establishment of brokerage accounts
- sale of securities
- endowment funds and other invested funds
- UVM pooled income fund

As the result of a retirement and subsequent reorganization, the Director of Treasury Services has been deleted and the Treasury and Accounting Manager and the Financial Accounting and Reporting Manager have been added to the authorized signatory.

Action: Approval of 8 resolutions revising signatory authority. **Attachment 3**

INFORMATIONAL UPDATES

Update on fiscal year 2025 budget planning assumptions – Vice President for Finance & Administration Richard Cate will provide an update on budget planning assumptions leading up to the presentation of the FY 2025 budget for approval at the Special Board meeting scheduled on June 25, 2024.

Resolution Regarding Delegation and Retention of Board Authority discussion – In follow up to the Board's discussion on May 17, 2024, Vice President for Legal Affairs & General Counsel Trent Klingerman will discuss how proposed changes to the resolution would operate for transactions on today's agenda. **Attachment 4**

OTHER BUSINESS

Time is reserved for an executive session for the purpose of discussing real estate. Action is anticipated following.

**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, April 15, 2024, at 1:00 p.m., in room 351 Waterman Building, via remote conferencing.

MEMBERS PRESENT: Chair Ron Lumbra, Vice Chair Cynthia Barnhart, Secretary Catherine Toll, President Suresh Garimella, Frank Cioffi, Carolyn Dwyer, Don McCree, and Shap Smith¹

MEMBERS ABSENT: None

REPRESENTATIVES PRESENT: Faculty Senate Representative Tom Borchert, Staff Council Representative Monika Donlevy, Graduate Student Senate Representative Ijaz Ul Haq, Student Government Association Representative Mahder Teferra, and Foundation Representative Monica Delisa

REPRESENTATIVES ABSENT: None

PERSONS ALSO PARTICIPATING: Trustee Kristina Pisanelli, Vice President & Provost Patricia Prelock², Vice President for Finance & Administration Richard Cate, Vice President for Legal Affairs & General Counsel Trent Klingerman, Vice Provost for Student Affairs Erica Caloiero, Chief of Staff to the President Jonathan D'Amore, Executive Director of Government Relations Wendy Koenig, and Trustee Coordinator Corinne Thompson³

¹ Joined the meeting remotely at 1:10 p.m.

² Attended the meeting in person and departed at 1:40 p.m.

³ Attended the meeting in person.

Chair Ron Lumbra called the meeting to order at 1:02 p.m. and welcomed new Student Government Association (SGA) President Mahder Teferra.

Approval of minutes

Chair Lumbra entertained a motion to approve the minutes from the December 11, 2023, meeting. The motion was made, seconded, and it was voted to approve the minutes as presented.

Chair's remarks

Chair Lumbra offered a brief update on the presidential comprehensive review process, which is required at five year intervals per Board policy. He reminded everyone that the process was initiated last fall and has been facilitated by Dr. Carol Cartwright, an experienced consultant affiliated with the Association of Governing Boards. The objectives of this process include examining the progress towards goals mutually set by the Board and the President. Dr. Cartwright conducted interviews and focus groups in February and March to elicit feedback from trustees, governance group leaders, senior leaders, constituents/stakeholders with substantial direct knowledge and experience with the President and the University. She will preview the results of the assessment with the ad hoc committee later this month and report to the full Board at next month's Board meeting after which the UVM community will be informed of the outcome of the process.

Chair Lumbra then shared that he was invited to attend the Staff Council meeting on April 2nd and found the conversation to be candid, constructive and thoughtful; he came away with a sense of the staff's pride in, and commitment to, the university. He extended his appreciation to Staff Council President Monika Donlevy for the invitation.

Chair Lumbra next reported that the Board Governance Committee will be convening on April 29th to review proposed revisions to the Board's *Resolution Regarding Delegation and Retention of Board Authority*. He reminded trustees that last spring, he and Board Governance Committee Chair Frank Cioffi had an initial conversation after which this committee discussed the current approval thresholds and directed the administration to review the resolution and consider adjustments to ensure that the Board is efficiently engaged on the most important and strategic issues facing the university.

President's remarks

President Suresh Garimella began by welcoming the new SGA President Mahder Teferra to the committee. He then reported that the UVM Foundation Board of Directors met last week and expressed his appreciation for the volunteers who serve on the Board and the Foundation Leadership Council. In addition to being very engaged financial supporters, these groups also serve as advisors in many capacities and have a great passion for UVM and its mission.

Next, President Garimella congratulated the women's basketball team for their exciting run in the National Invitation Tournament noting that the team advanced farther in the post-season than any VUM basketball team ever has - to the Fab 4. He shared that in recent weeks he has had enjoyable visits with some departing

members of both the men's and women's basketball teams and expressed his pride in the coaches, Athletic Director Jeff Schulman, and athletic department staff who support the players, helping to develop into impressive young adults who are ready to head off to exciting future opportunities, where they will establish themselves as leaders, just as they did at UVM.

President Garimella then offered an update on the challenges being faced nationwide in implementing an updated Free Application for Federal Student Aid (FAFSA) that underpins the university's financial aid regimen, and therefore the enrollment management operations. He commended the Student Financial Services team in particular, as well as others in the enrollment management division, whom under the leadership of Vice Provost for Enrollment Management Jay Jacobs, demonstrated steadfastness and patience during this challenging time. Last week, under advisement of Vice Provost Jacobs and his team, the university decided to extend the deadline for students to commit to attendance from May 1 to May 15, as most colleges and universities—and virtually all the peer institutions our admitted students choose among—are doing. This extension is a necessary step to ensure all students who would want to choose UVM have all the information and opportunity they need to make the choice that's right for them and their families. President Garimella went on to note that at this time of year, UVM typically has about 12,000 FAFSAs in the system and currently has 10,000. It is not expected that the 2,000 additional FAFSAs will materialize as many students have made their choices or have been unable to complete the form. Of the 10,000 received, about 65% still require corrective action from the federal government, and there is no clear sense of the timeline for this. The UVM team has done all it can with the 3,500 admitted students, including issuing aid packages to all, which puts the university ahead of many schools. However, the choice for most students involves comparing packages, so the delays at other schools have an impact on us too.

President Garimella concluded his remarks by acknowledging this has been a challenging year on campus because of the turmoil in the world and the way it presents itself on college campuses. Despite the potential difficulties, UVM has lived out Our Common Ground values and he is proud of the campus community. He shared that the university's approach to engagement and interaction is responsive to current events but is not driven by them. He noted this is a timeless and persistent need at universities, which is why he is introducing the President's Initiative for Civil Discourse that he is co-developing with several senior leaders. One key element is the university's attention to Intergroup Dialog and to expanding opportunities for students to come together in conversations with, both with each other and with faculty, staff and administrators in settings that invite discussion and reflection.

Action items

Chair Lumbra noted that 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 for Finance & Administration Richard Cate introduced the first resolution approving an additional meal plan rate for fiscal year 2025. He reported that the Division of Student Affairs has piloted a voluntary All Access Plus meal plan during the 2023/2024 academic year. Based on the popularity of the plan over the pilot period, the administration is asking the committee to approve this additional meal plan rate at this time.

The following resolution was presented for approval:

Resolution approving an additional meal plan rate for fiscal year 2025

BE IT RESOLVED, that the Executive Committee hereby approves an additional meal plan rate for the 2024-2025 academic year as follows:

All Access Plus Plan \$4,972

Vice President Cate next introduced a three-year contract with ResourceFull Consulting, LLC. Northeast SARE (Sustainable, Agriculture, Research, and Education) is partnering with ResourceFull Consulting, LLC to provide expert support to implement their strategic plan for Diversity, Equity, Inclusion and Justice initiative. ResourceFull Consulting, LLC will provide key activities, such as advising, coaching, working support groups, and training to UVM Extension staff for a three-year period.

The administration is requesting approval to execute a contract with ResourceFull Consulting, LLC for professional consulting services beginning April 15, 2024, through February 28, 2027, for an amount not to exceed \$275,000 in aggregate.

This contract is for professional services over \$250,000 and requires Board approval.

The following resolution was presented for approval:

Resolution approving contract with ResourceFull Consulting, LLC

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute a contract with ResourceFull Consulting, LLC for professional consulting services beginning April 15, 2024, through February 28, 2027, for an amount not to exceed \$275,000 in aggregate.

Vice President Cate then introduced a contract with University Health Plans for student health insurance. Risk Management requested bid proposals with UVM's Insurance Broker, University Health Plans, to seek an insurance carrier for basic accident and sickness insurance for students. After the Center for Health and Wellbeing and Risk Management's evaluation of the proposals, University Health Plans via Wellfleet Insurance was selected. This vendor provides an 80/20 coinsurance plan for a premium of \$4,498 per student in AY 25. The contract will begin August 1, 2024 and run through July 31, 2025, for an aggregate amount not to exceed \$7,400,000.

The premium cost per student increased 18.7% from last year's pricing with the same carrier (Wellfleet). Insurance premiums are paid directly by the students.

The following resolution was presented for approval:

Resolution approving contract with University Health Plans

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 University Health Plans, Incorporated for student health insurance beginning August 1, 2024 through July 31, 2025, for an amount not to exceed \$7,400,000.

Chair Lumbra offered an opportunity for discussion. Following a brief discussion about the percentage and type of students who utilize the student health insurance a motion was made, seconded and the resolutions were unanimously approved as presented.

Vice President for Finance & Administration report

Chair Lumbra directed the committee's attention to attachment 3 in the meeting materials and invited Vice President Cate to introduce his report. Vice President Cate noted construction projects costing more than \$1M are required to be reported to the Board and this report details the construction of a new fleet parking lot and road paving at 661 Spear Street in Burlington scheduled to begin this spring/summer.

An opportunity for questions was offered. The location's proximity to campus and who will be utilizing the lot were discussed. Vice President Cate reported that there will be modest use by UVM. This project is being done in conjunction with the UVM Medical Center with the hospital operating a shuttle bus for its employees. Chair Lumbra acknowledged that this report is an example of what the Board Governance Committee will be considering when it meets to review the Board's delegation and retention of authority and matters requiring periodic reporting.

Faculty Senate President's report

Faculty Senate President Tom Borchert thanked Chair Lumbra for the opportunity to address the committee and for working collaboratively to provide clear communication avenues between the Board and campus constituents. He then offered comments on the following topics:

1. Composition of the Board – he opined that the campus community as a whole, and certainly the faculty, want the Board to understand conditions on campus. In the past couple of years, the faculty have supported efforts to add a faculty member, or an emeritus faculty member, to the Board of Trustees. For many faculty members the interest in adding a member comes from a feeling that the Board doesn't know what is happening on campus.
2. Campus climate - conditions on campus remain somewhat fragile post-COVID. A substantial number of faculty members feel out of the information loop and perhaps undervalued in relation to their role. Because of the perceived lack of communication on campus, there is a greater likelihood that people will resist or misunderstand when campus-wide changes or new initiatives come out, making it harder to effectively move forward.
3. Ways in which the administration and faculty are working together – referring to the 2019 New England Commission on Higher Education report, which noted the lack of faculty participation in long-term or strategic planning, President Borchert noted that following discussions with Faculty Senate leaders, the President and Provost, this issue is now being addressed. The Faculty Senate Executive Council and the Provost's Academic Leadership Team met last September and again in February to work on strategic initiatives, including refreshing of the Academic Success Goals and the implementation of the Planetary Health Initiative. These meetings were seen as very productive and effective models for ensuring that faculty are engaged in strategic and long-term planning initiatives.

Chair Lumbra thanked Faculty Senate President Borchert and asked if he had specific suggestions for how to improve communication with faculty members. President Borchert suggested more opportunities for engagement such as Chair Lumbra's annual attendance at a Faculty Senate meeting and perhaps adding

additional ways to engage with the President and Provost so that faculty are not surprised when new initiatives or campus-wide changes are made.

Executive Session

At 1:35 p.m., Chair Lumbra entertained a motion to go into executive session for the purpose of discussing contracts, premature general public knowledge of which would clearly place the university at a substantial disadvantage. He noted the session is expected to last approximately 15 minutes and no 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 Trent Klingerman, Vice President for Finance & Administration Richard Cate, Vice Provost for Student Affairs Erica Caloiero, Chief of Staff to the President Jonathan D'Amore, Executive Director of Government Relations Wendy Koenig and Trustee Coordinator Corinne Thompson.

The meeting was re-opened to the public at 2:11 p.m.

Adjournment

There being no further business, the meeting was adjourned.

Respectfully submitted,

Ron Lumbra, Chair



RICHARD L. PAGE, M.D.
DEAN

MEMORANDUM

TO: University of Vermont Board of Trustees
 FROM: Richard L. Page M.D., Dean *Richard L. Page*
 DATE: May 29, 2024
 RE: Revisions – UVM Larner College of Medicine (LCOM) Faculty Handbook
 (last revised 2016)

Included as Appendix A to Attachment 3 is a summary of the proposed changes to the LCOM Faculty Handbook.

PLEASE NOTE: Simultaneous revisions were made to both the LCOM Faculty Governance documents: the Faculty Handbook and Standards & Guidelines Documents. The Standards & Guidelines have been approved to the appropriate level (successful LCOM faculty vote and approval by the Provost's Office). The LCOM Faculty Handbook requires Board approval.

Vetting Process and Timeline:

- Week of April 8: LCOM Faculty Vote
- April 22, 2024: UVM Provost Approval
- May 6, 2024: UVM Faculty Senate Executive Council Approval
- June 10, 2024: presented to the UVM Board of Trustees Executive Committee for approval

The LCOM respectfully requests that the University of Vermont Board of Trustees endorse the proposed changes to the LCOM Faculty Handbook.

Thank you for your consideration.

EXECUTIVE COMMITTEE

June 10, 2024

Resolution adopting amendments to the Larner College of Medicine Faculty Handbook

BE IT RESOLVED, that the Executive Committee hereby adopts proposed amendments by the University, through its Larner College of Medicine, to the Larner College of Medicine Faculty Handbook as set forth in Appendix A to this document.

Resolution setting the graduate student senate fee for fiscal year 2025

WHEREAS, with support of the administration, the Graduate Student Senate has called for a modest increase in its fees for fiscal year 2025, to “enhance existing stipends” for graduate student clubs and organizations and to “develop new initiatives, structural support, and funding for club and committee activities, and to address the evolving needs of the graduate student body,”

BE IT RESOLVED, that the Executive Committee amends the following rates for the graduate student senate fee to:

Less than 5 credits, \$15 per semester

5 or more credits, \$25 per semester

Resolution approving contract with All Cycle Waste, 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 All Cycle Waste, Incorporated for a campus waste management system beginning July 1, 2024 through June 30, 2029, for a total amount not to exceed \$4,500,000.

Resolution approving contract extension with Environmental Hazards Management, 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 job order contract extension with Environmental Hazards Management, Incorporated for hazardous material projects beginning February 9, 2024 through February 8, 2025, for an amount not to exceed \$250,000.

Resolution approving contract with Safety Systems of Vermont, LLC

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 Safety Systems of Vermont, LLC for fire alarm testing, inspections and maintenance beginning July 1, 2024 through April 30, 2027 with two one-year renewal options for an amount not to exceed \$1,700,000.

Resolution approving contract renewal with Rave Mobile Safety

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a three-year contract renewal with Rave Mobile Safety for the University's emergency communication systems beginning July 1, 2024 through June 30, 2027, for an amount not to exceed \$70,000.

Resolution approving contract amendment with Riskonnect, 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 amendment with Riskonnect, Incorporated, for claim management software beginning September 9, 2021, through September 8, 2027, for an amount not to exceed \$460,000.

This resolution replaces and supersedes the Board of Trustees Executive Committee approval at the December 13, 2021 meeting.

Resolution approving contract renewal with StarRez, 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 renewal with StarRez, Incorporated for student housing management software beginning September 6, 2024, through September 5, 2029, for an amount not to exceed \$350,000.

Resolution approving contract renewals for software

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 McGraw Hill, LLC, MAXIMUS Higher Education, Incorporated, NuHarbor Security, Wolfram Research, Incorporated, and Explorance Corporation, each for software renewals beginning in 2024 through January 2026, for an amount not to exceed \$365,000 in aggregate.

Resolution authorizing a lease with Hale Resources, LLC

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute a letter of intent to lease with Hale Resources, LLC for an initial seven (7) year term, with two 5-year optional renewals, for use of 2,246 square feet of office and meeting space at 650 Main Street, Bennington, Vermont with annual lease expense to the University of \$44,134.00 per year for the initial term.

Resolution approving revisions to signatory authority for the establishment of bank accounts

BE IT RESOLVED, that any combination of two of the following persons: the President, Senior Vice President and Provost, Vice President for Finance and Administration, and Controller, or any officer holding any of the above positions on an interim basis, are hereby authorized to open commercial bank accounts for the purpose of conducting corporate business; and

BE IT FURTHER RESOLVED, that the President, Senior Vice President and Provost, Vice President for Finance and Administration, Controller, Associate Controller, Treasury and Accounting Manager, Financial Accounting and Reporting Manager, and Senior Treasury Professional, or any officer holding any of the above positions on an interim basis, are hereby authorized to be signatories on these accounts.

This resolution supersedes all previous authorizations.

Resolution approving revisions to signatory authority for the maintenance of bank accounts

BE IT RESOLVED, that the Executive Committee hereby authorizes the following persons: the President, Senior Vice President and Provost, Vice President for Finance and Administration, Controller, Associate Controller, Treasury and Accounting Manager, Financial Accounting and Reporting Manager, and Senior Treasury Professional, or any officer holding any of the above positions on an interim basis, to carry out all legal acts relative to the maintenance of any Bank accounts; and

BE IT FURTHER RESOLVED, that the agreements and authority herein confirmed continue in force until notice of amendment or revocation thereof by proper resolution shall be given to the bank.

This resolution supersedes all previous authorizations.

Resolution approving revisions to signatory authority for transfers between corporate accounts

BE IT RESOLVED, that the Executive Committee hereby authorizes the following persons: the President, Senior Vice President and Provost, Vice President for Finance and Administration, Controller, Associate Controller, Treasury and Accounting Manager, Financial Accounting and Reporting Manager, and Senior Treasury Professional, or any officer holding any of the above positions on an interim basis, to issue telephone instructions or secure file transfers, to banks for the purpose of conducting University business by making transfers between the University's corporate accounts at banks and the University's accounts at other institutions.

This resolution supersedes all previous authorizations.

Resolution approving revisions to signatory authority for treasury management

BE IT RESOLVED, that the Executive Committee hereby authorizes the following persons: the President, Senior Vice President and Provost, Vice President for Finance and Administration, Controller, Associate Controller, Treasury and Accounting Manager, Financial Accounting and Reporting Manager, and Senior Treasury Professional, or any officer holding any of the above positions on an interim basis, to singly execute any and all instruments necessary, proper, and desirable for the purpose of conducting University business for abandoned property, life insurance policies, bond management, and other treasury management functions and further that any officer is authorized to certify this resolution to whom it may concern.

Resolution approving revisions to signatory authority for the establishment of brokerage accounts

BE IT RESOLVED, that any combination of two of the following persons: the President, Senior Vice President and Provost, Vice President for Finance and Treasurer, Controller, and Associate Controller, or any officer holding any of the above positions on an interim basis, singly are hereby authorized to open and close brokerage accounts for the purpose of conducting corporate business; and

BE IT FURTHER RESOLVED, that the President, Senior Vice President and Provost, Vice President for Finance and Treasurer, Controller, Associate Controller, Treasury and Accounting Manager, Financial Accounting and Reporting Manager, and Senior Treasury Professional, or any officer holding any of the above positions on an interim basis, singly is hereby authorized to be signatories on these accounts.

This resolution supersedes all previous authorizations.

Resolution approving revisions to signatory authority for sale of securities

BE IT RESOLVED, that the Executive Committee hereby authorizes the following officers to sell securities received as contributions to the University: the President, Senior Vice President and Provost, Vice President for Finance and Treasurer, Controller, Associate Controller, Treasury and Accounting Manager, Financial Accounting and Reporting Manager, Senior Treasury Professional, or any officer holding any of the above positions on an interim basis; and

BE IT FURTHER RESOLVED, that the President, Senior Vice President and Provost, Vice President for Finance and Treasurer, Controller, Associate Controller, Treasury and Accounting Manager, Financial Accounting and Reporting Manager, Senior Treasury Professional or any officer holding any of the above positions on an interim basis, singly is hereby authorized to execute any and all instruments necessary, proper, and desirable for that purpose; and further that any officer of this Corporation is hereby authorized to certify this resolution to whom it may concern.

This resolution supersedes all previous authorizations.

Resolution approving revisions to signatory authority for endowment funds and other invested funds

WHEREAS, the Board of Trustees has fiduciary responsibility for the University of Vermont and State Agricultural College Endowment Funds and Other Invested funds, such as Long-Term Investment Pool, including Consolidated Endowment Funds, and The University of Vermont Trust, certain Separately Invested Endowment Funds, certain Charitable Trusts and the Pooled Income Fund; and

WHEREAS, from time to time documents relating to securities transfers, purchases, and sales are required in connection with the operation of these funds;

BE IT RESOLVED, that the President, Senior Vice President and Provost, Vice President for Finance and Treasurer, Controller, and Associate Controller, or any officer holding any of the above positions on an interim basis, singly is authorized to execute any and all instruments necessary, proper, and desirable for that purpose.

This resolution supersedes all previous authorizations.

Resolution approving revisions to signatory authority for UVM pooled income fund

WHEREAS, the Board of Trustees has appointed the University of Vermont and State Agricultural College as the custodian for securities held in connection with the UVM Pooled Income Fund; and

WHEREAS, from time to time documents relating to securities transfers, purchases, and sales are required in connection with the operation of this fund;

BE IT RESOLVED, that the President, Senior Vice President and Provost, Vice President for Finance and Treasurer, Controller, Associate Controller, or any officer holding any of the above positions on an interim basis, singly is hereby authorized to execute any and all instruments necessary, proper, and desirable for that purpose, and further that any officer of this corporation is hereby authorized to certify this resolution to who it may concern.

This resolution supersedes all previous authorizations.

**Larner College of Medicine Faculty Governance
Summary of Key Changes to the
Faculty Handbook and Standards & Guidelines Documents**

CLARITY OF PROCESSES

- General:
 - Content and Flow
 - Index with embedded links
- Appendices added to Standards & Guidelines
 - Updated Faculty Promotion Criteria Matrix
 - Summary document of new Clinical Pathway
 - Tenure Timelines

NEW CLINICAL PATHWAY

(FACULTY HANDBOOK 3.2.3, STANDARDS & GUIDELINES 5.2)

- Salaried Faculty in Clinical Departments whose predominate ($\geq 95\%$) professional effort is in direct patient care and/or patient care administration
 - Titles: Clinical Instructor, Clinical Assistant Professor, Clinical Associate Professor, Clinical Professor
 - Participation in teaching and research during clinical duties may be appropriate; however, promotional review is based on demonstration of clinical excellence
 - Value NOT volume
 - As members of LCOM community citizenship is an expectation
- Will no longer recruit under the non-promotable Clinical Practice Physician (CPP) pathway; however, current CPP faculty may choose to remain on this pathway

PROMOTION AND TENURE DEPARTMENT WIDE VOTE CHANGED TO APPROPRIATE COMMITTEE

(FACULTY HANDBOOK 3.5.2, STANDARDS & GUIDELINES 3.5.4)

- Goals
 - Using unit expertise, we shift from administrative task to effective process that meet the objective
 - Eliminate confusing/ineffective data in promotion dossiers (e.g., “no” votes without an explanation)
 - Protect promotion and tenure candidates’ anonymity
- Objective of this Vote from perspective of the UVM Professional Standards Committee “We are looking to the department for their expertise.”
- Current Handbook States: The Chair must seek the input of all salaried faculty relative to the candidate’s work in the performance areas evaluated.
- Revised version: The Chair or appropriate delegate must seek input from a department RPT committee or equivalent relative to the candidate’s work in the performance areas evaluated.

TIME IN RANK FOR PROMOTION FOR NON-TENURE TRACKS

(STANDARDS & GUIDELINES 2.4 AND 2.6.1)

- Goals
 - Standardization; decreased ambiguity with increased inclusivity
- Promoted at 6 years, 5 years if exceptional
 - Time at rank does NOT guarantee promotion. Promotion is still CRITERIA BASED; however, time in rank, provides a framework for catching ALL faculty that may be ready for promotion.
 - It is important to note that the process of promotion is greater than 1 year. So, although one may be promoted in year 5 or 6, the process for the faculty and respective departments starts 1 year earlier.

For example:

Point of Clarification: Time in Rank

2019	2020	2021	2022	2023	2024 Oct 1	2025 July 1
0	1	2	3	4	5	6

- Faculty promotions occur annually on July 1st
- Faculty promotion dossiers due to LCOM Dean's Office annually Oct 1st

Dr. A. Einstein joins LCOM out of fellowship; started as Assistant Professor on the Clinical Scholar Pathway on July 2019

- ✓ For Dr. Einstein to be promoted on July 1st 2025 (his 6th year) his promotion dossier needs in the Dean's Office Oct 1st 2024 (his 5th year)
- ✓ Department RPT teams working with candidates take many months prior in preparation of the dossier to meet the Oct 1st deadline (e.g., most departments request arm's length letter in support of promotion dossiers in May or June of that year)

- For faculty who have transferred from another academic institution
 - Revisions codify accepting up to 4 years from outside academic institution
 - Must be at LCOM 1 year prior to submitting promotion dossier
- Goals
 - Standardization; Decrease barriers to recruitment/increase pool of talented & diverse faculty

For example:

2023	2024 Oct 1	2025 July 1	2026	2027	2028	2029
4	5	6	1	2	3	4

You successfully recruit Dr. M. Teresa to your LCOM department, start date 7/2023, from THE Ohio State University where they have been an Assistant Professor for 4 years

- ✓ Dr. Teresa, who meets criteria for promotion, could be promoted on July 1st 2025 (her 6th year); her promotion dossier needs to be ready in 2024 (her 5th year)
 - ✓ Must be at LCOM one year
 - ✓ Promotion dossier submitted in 5th yr. to be promoted in their 6th yr.

SALARIED INSTRUCTOR APPOINTMENTS

(FACULTY HANDBOOK 3.2.3, STANDARDS & GUIDELINES 5.2 AND 5.4)

- Instructor appointments are options on the Clinical Pathway and Education Scholar Pathway (not on the Research Scholar, which has a Faculty Scientist option, nor Clinical Scholar Pathways)
- Current: Instructor appointments and reappointments are for one year. Feedback indicated a preference for longer appointments
- Change: Instructor appointments and reappointments have been revised to a two-year cycle.

ELIMINATE REAPPOINTMENTS FOR TRAINEES VOLUNTEER INSTRUCTOR APPOINTMENTS

(FACULTY HANDBOOK 3.2.5, STANDARDS & GUIDELINES 6.1.1)

- Codifies the appointment of residents and fellows as UVM Clinical Instructors on the Volunteer Pathway for their training duration (re-appointments no longer required)
- Total # of Volunteer (non-salary) Faculty: 1467 (as of January 2024)
 - 514 Residents, 81 Fellows

FACULTY PROMOTION CRITERIA MATRIX UPDATED AS AN APPENDIX TO THE STANDARDS & GUIDELINES

(STANDARDS & GUIDELINES APPENDIX A)

- NOTE: This matrix is a mentoring tool. It is intended to present examples only to assist faculty, department chairs and promotion committees as they create their promotion dossiers.
- Changes:
 - Stronger alignment with Vision 2025
 - Addition of DEI academic work in all three domains (service, scholarship, teaching)
 - Expansion to recognize team science metrics

BENEFITS

(FACULTY HANDBOOK 4.4)

- The contract with UVM Represented Faculty is under negotiation and is expected to be completed in May 2024.
- Rather than wait for review in the fall, LCOM will move forward to update all other sections of the Faculty Handbook and revisit the Benefits section after the UVM faculty contract is approved.
- The goal is to assure that LCOM faculty benefits align with the UVM represented faculty benefits
- Upon completion of the UVM representative faculty negotiations, we will prepare a revised Faculty Handbook specifically addressing changes to faculty benefits to go to the UVM Board for approval in Fall 2024.
- Until then, the Benefits outlined in the Faculty Handbook are unchanged from the current language, which align with the UVM Non-Represented Staff Handbook.



**University
of Vermont**

**Office of the
General Counsel**

To: Board of Trustees of the University of Vermont and State Agricultural College
From: Trent Klingerman, Vice President for Legal Affairs and General Counsel
Date: June 3, 2024
RE: Board Delegation and Retention of Authority

The following table illustrates the basis for approval of the contracts submitted by the administration for Board approval at the June 10, 2024 Executive Committee meeting.

Vendor Name	Contract Type	Approval Reason (contract amount)	Current Policy	Proposed Policy
All Cycle Waste, Inc.	Waste Management Systems & Services	5 years & \$4.5m	Yes	Yes
Environmental Hazards Management, Incorporated	Hazardous Material Services	More than 5 years (\$250,000)	Yes	No*
Safety Systems of Vermont	Fire Alarm Services	5 years & \$1.7m	Yes	No*
Rave Mobile Safety	Communication Systems	More than 5 years (\$70,000)	Yes	No*
Riskconnect, Inc.	Software License	More than 5 years (\$460,000)	Yes	No*
StarRez, Inc.	Software License	More than 5 years (\$350,000)	Yes	No*
McGraw Hill, LLC	Educational Software License	More than 5 years (less than \$365k combined)	Yes	No*
MAXIMUS Higher Education, Inc.	Educational Software License	More than 5 years (less than \$365k combined)	Yes	No*
NuHarbor Security	Educational Software License	More than 5 years (less than \$365k combined)	Yes	No*
Wolfram Research, Inc.	Educational Software License	More than 5 years (less than \$365k combined)	Yes	No*
Explorance Corporation	Educational Software License	More than 5 years (less than \$365k combined)	Yes	No*
Hale Resources, LLC	Office Space Lease – Bennington	More than 5 years (\$44,134/yr.)	Yes	No*

*Under the proposed delegation policy, the Board would be provided with notice if these renewals either were for more than 10 years OR resulted in a 5% annual cost increase.