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*Student Representative*

**The University of Rhode Island Board of Trustees  
Joint Meeting of the Finance and Facilities  
and the Institutional Risk and Compliance Committees  
Friday, September 16, 2022 · 2:00 p.m. EDT  
The University of Rhode Island  
Alumni Center – Beagle Board Room  
73 Upper College Road, Kingston, RI 01881**

**OFFICIAL MINUTES**

Institutional Risk and Compliance Committee Chair Roby Luna welcomed members of the University of Rhode Island Board of Trustees Finance and Facilities Committee and the Institutional Risk and Compliance Committee and asked for a roll call. Noting that a quorum of members of the Finance and Facilities Committee was present, the meeting was called to order at 2:10 p.m. At the time of committee member Thomas Ryan's arrival (2:19 p.m.), Chair Luna confirmed that a quorum of members of the Institutional Risk and Compliance Committee was present.

The URI Board of Trustees Finance and Facilities Committee members in attendance:

- Mr. Michael Fascitelli, Committee Chair (remote)
- Mr. Vahid Ownjazayeri, Committee Vice Chair (remote)
- Ms. Christine Heenan (remote)
- Mr. Matthew Lenz (remote)
- Mr. David Martirano (remote)
- Mr. Armand Sabitoni (remote)
- Ms. Margo Cook, Board of Trustees Chair (ex officio, voting) (remote)
- Dr. Marc Parlange, President (ex officio, non-voting) (remote)

The URI Board of Trustees Finance and Facilities Committee members not in attendance:

- Mr. Michael McNally, Board of Trustees Vice Chair (ex officio, voting)
- Ms. Susan Petrovas

*"The University of Rhode Island occupies the traditional stomping ground of the Narragansett Nation and the Niantic People. We honor and respect the enduring and continuing relationship between the Indigenous people and this land by teaching and learning more about their history and present-day communities, and by becoming stewards of the land we, too, inhabit."*

URI Board of Trustees

Joint meeting of the Finance and Facilities and the Institutional Risk and Compliance Committees

September 16, 2022

The URI Board of Trustees Institutional Risk and Compliance Committee members in attendance:

- Roby Luna, Committee Chair (remote)
- Mr. Neil Kerwin (remote)
- Mr. Thomas Ryan (remote) (joined at 2:19 p.m.)
- Ms. Margo Cook, Board of Trustees Chair (ex officio, voting) (remote)
- Ms. Hannah Bachert, Student Representative (non-voting) (remote)
- President Marc B. Parlange (ex officio, non-voting) (remote)

The URI Board of Trustees Institutional Risk and Compliance Committee members not in attendance:

- Ms. Karina Montilla Edmonds, Vice Chair
- Mr. Michael McNally, Board of Trustees Vice Chair (ex officio, voting)
- Mr. David Caprio, RI Council on Postsecondary Education (ex officio, non-voting)
- Mr. Richard Humphrey

Members of the President's Leadership Council in attendance:

- Ms. Laura Beauvais, Interim Provost and Vice President for Academic Affairs (remote)
- Ms. Abby Benson, Senior Advisor to the President and Chief of Staff (remote)
- Ms. Alyssa Boss, General Counsel (remote)
- Ms. Anne Marie Coleman, Assistant Vice President for Human Resources (remote)
- Ms. Ellen Reynolds, Interim Vice President, Student Affairs (remote)
- Ms. Abigail Rider, Vice President for Administration and Finance (remote)

The URI staff members in attendance:

- Mr. Ryan Carrillo, Director, Planning and Real Estate Development (in person)
- Ms. Patricia Correia, Executive Assistant II, Division of Research and Economic Development (in person)
- Ms. Michelle Curreri, Secretary, Board of Trustees (in person)
- Ms. Cheryl Hinkson, Interim Co-Director, Budget and Financial Planning (remote)
- Ms. Kara Larsen, Assistant Vice President, Enterprise Risk Management (in person)
- Ms. Angela Miller, Associate Vice President, Financial Operations and Controller (remote)
- Ms. Lynn Owens, Associate Secretary, Board of Trustees (in person)
- Ms. Kelly Slocum, Interim Co-Director, Budget and Financial Planning (remote)

Chair Luna acknowledged that the University of Rhode Island occupies the traditional stomping ground of the Narragansett Nation and the Niantic People.

In an effort to increase the efficiency of meetings, "Acceptance of the Agenda" has been removed as a standing item on the agenda. Chair Luna asked members if there were any proposed amendments to the published agenda. Hearing none, the committee considered the first agenda item, "Approval of the Minutes".

## 1. APPROVAL OF THE MINUTES

### a. Minutes of the June 7, 2022 Institutional Risk and Compliance Committee. [Enclosure 1.a.](#)

Committee Chair Luna called for a motion to approve the minutes of the June 7, 2022 meeting of the Institutional Risk and Compliance Committee. On a motion duly made by Margo Cook and seconded by Neil Kerwin, it was

VOTED: THAT The University of Rhode Island Board of Trustees Institutional Risk and Compliance Committee approve the Minutes for the June 7, 2022 meeting.

VOTE: 4 members voted the affirmative and 0 members voted in the negative.

YEAS: Roby Luna, Margo Cook, Neil Kerwin, Thomas Ryan

NAYS: 0

ABSTAINS: 0

### b. Minutes of the August 2, 2022 Finance and Facilities Committee. [Enclosure 1.b.](#)

Committee Chair Fascitelli called for a motion to approve the minutes of the August 2, 2022 meeting of the Finance and Facilities Committee. On a motion duly made by Christine Heenan and seconded by David Martirano, it was

VOTED: THAT The University of Rhode Island Board of Trustees Finance and Facilities Committee approve the Minutes for the August 2, 2022 meeting.

VOTE: 7 members voted the affirmative and 0 members voted in the negative.

YEAS: Margo, Cook, Michael Fascitelli, Christine Heenan, Matthew Lenz, David Martirano, Vahid Ownjazayeri, Armand Sabitoni

NAYS: 0

ABSTAINS: 0

## 2. DISCUSSION ITEMS

### a. **Approvals Under the Delegation of Authority to the President Relating to Land and Property.** [Enclosure 2.a.](#)

Ryan Carrillo, Director of Planning and Real Estate Development provided an overview of the four matters that had been signed under President Parlange's delegation since the Board's meeting in June. A complete listing can be found [here](#).

- An extension of a facilities use agreement with the Ocean Agency which continues a relationship with them on the Bay Campus to further collaborate on ocean research.
- Two lease agreements for the RI Small Business Development Center were extended for office space in Lincoln, Rhode Island and in Newport, Rhode Island. Both office spaces provide locations throughout the state to better meet the needs of small businesses.
- Extension of the contract with Roch's Fresh Foods for food service at the Narragansett Bay Campus.

## 3. ACTION ITEMS

### a. **Review of the University of Rhode Island Total Budget Request, Tuition and Fee Rates, and Tables of Organization for FY 2024, and the Total Budget Allocations for FY 2023, and recommendation to the URI Board of Trustees.** [Enclosure 3.a.](#)

Abigail Rider, Vice President, Administration and Finance, provided a review and timeline of the FY 2024 total budget request. Vice President Rider explained the difference between the University's restricted and unrestricted budgets and reviewed the FY 2024 total budget request. She also reviewed the FY 2023 budget request as compared to the FY 2024 budget request. Vice President Rider explained that the FY 2024 budget request is larger than in previous years because the cost to maintain the current service level (CSL) has increased substantially due to inflation. In addition, the FY 2024 budget request includes new initiatives that will enable the University to fulfill its mission. She outlined the new FY 2024 budget request process and explained that the newly formed Budget Request Committee identified new initiatives needed to achieve the University's strategic plan. The needs were benchmarked against peer institutions. The new initiatives are organized by strategic themes and will be implemented over a five-year period. Further, she reviewed the proposed FY 2024 tuition and mandatory fee rates. In addition, she provided a summary of the annual enrollment projections. The presentation can be found [here](#). Vice President Rider noted that the amounts in the two cover memos of Enclosure 3.a. which show the change that the FY2024 request represents over FY 2023 deficit, are higher than the FY24 request presented today as a result of late changes to the budget request; the memos will be corrected and presented to the full Board on September 23, 2022.

A conversation ensued between Committee members and leadership regarding the increase in the FY 2024 budget request and a potential increase in the cost of tuition. Committee members discussed current factors considered when setting tuition rates, including tuition discounting by competitor institutions, high inflation, increased competition for fewer students, the decline (in 2020 dollars) of the State appropriation over the last 20 years, price sensitivity in a competitive market, and free tuition opportunities, URI's

enrollment goals to attract a diverse student body representing all socio-economic groups, and the variables associated with in-state and out-of-state tuition rates. The Finance and Facilities Committee concluded that they wanted the whole Board to have an opportunity to weigh in on tuition and mandatory fee rates, so, rather than recommend to the Board that the proposed tuition and mandatory fees rates be approved, the Finance and Facilities Committee elected to defer to the Board the actual approval of the tuition and mandatory fee rates without a recommendation from the Committee.

Approval of the University of Rhode Island Total Budget Request, Tuition and Fee Rates, and Tables of Organization for FY 2024 and the Total Budget Allocations for FY 2023 will be considered at the September 23, 2022 Board meeting. Vice President Rider will update the budget presentation to include additional options for tuition rates for the Board's consideration.

**b. Review of the URI Board of Trustees Procurement Regulations, and recommendation to the URI Board of Trustees. [Enclosure 3.b.](#)**

Vice President Rider introduced proposed new Board of Trustees Purchasing Regulations, which modernize the regulations that govern (1) small purchases regardless of funding source and (2) purchases made with restricted, sponsored and auxiliary funds. The new board regulations, if approved, would be consistent with state regulations and would help simplify the procurement process and increase efficiency. The new University of Rhode Island Board of Trustees Procurement Regulations, reviewed previously as a discussion item at the April 2022 Committee meeting, were written with the participation of URI General Counsel and the Director of the Purchasing Department. The full presentation can be found [here](#).

Committee Chair Fascitelli called for a motion that the Finance and Facilities Committee recommend that the Board of Trustees approve the University of Rhode Island Board of Trustees Procurement Regulations pursuant to R.I.G.L. § 16-32-2(e), as recommended and presented in Enclosure 3.b.

On a motion duly made by Matthew Lenz and seconded by David Martirano, it was

VOTED:	THAT	The Finance and Facilities Committee recommend that the Board of Trustees approve the URI Board of Trustees Procurement Regulations pursuant to R.I.G.L. § 16-32-2(e), as recommended and presented in Enclosure 3.b.
	VOTE:	7 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	Margo Cook, Michael Fascitelli, Christine Heenan, Matthew Lenz, David Martirano, Vahid Ownjazayeri, Armand Sabitoni
	NAYS:	0
	ABSTAINS:	0

**c. Review of a Board Resolution for the Issuance of a Rhode Island Health and Educational Building Corporation Bond to support the Utility Infrastructure Upgrade Phase 2 Project, and recommendation to the URI Board of Trustees. [Enclosure 3.c.](#)**

Ryan Carrillo, Director, Planning and Real Estate Development, reviewed the resolution to authorize the University to issue a revenue bond in support of utility infrastructure upgrades. The documents can be found [here](#).

Committee Chair Fascitelli called for a motion that the Finance and Facilities Committee recommend that the Board of Trustees approve the resolution authorizing the borrowing in connection with the issuance of Rhode Island Health and Educational Building Corporation Higher Education Facility Revenue Bonds for the Utility Infrastructure Upgrade Phase 2 Project, as recommended and presented in Enclosure 3.c.

On a motion duly made by David Martirano and Armand Sabitoni, and seconded by Margo Cook, it was

VOTED:        THAT            The Finance and Facilities Committee recommend that the Board of Trustees approve the resolution authorizing the borrowing in connection with the issuance of Rhode Island Health and Educational Building Corporation Higher Education Facility Revenue Bonds for the Utility Infrastructure Upgrade Phase 2 Project, as recommended and presented in Enclosure 3.c.

VOTE:            7 members voted in the affirmative and 0 members voted in the negative.

YEAS:            Margo Cook, Michael Fascitelli, Christine Heenan, Matthew Lenz, David Martirano, Vahid Ownjazayeri, Armand Sabitoni

NAYS:            0

ABSTAINS:      0

- d. **Review of a Board Resolution for the Issuance of a Rhode Island Health and Educational Building Corporation Bond to support the Facilities Service Sector Upgrade Project, and recommendation to the URI Board of Trustees.** [Enclosure 3.d.](#)

Ryan Carrillo, Director, Planning and Real Estate Development, provided an overview of the resolution to authorize the University to issue a revenue bond to support the facilities service sector upgrade project. The documents can be found [here](#).

Committee Vice Chair Ownjazayeri called for a motion that the Finance and Facilities Committee recommend that the Board of Trustees approve the resolution authorizing the borrowing in connection with the issuance of Rhode Island Health and Educational Building Corporation Higher Education Facility Revenue Bonds for the Facilities Service Sector Upgrade Project, as recommended and presented in Enclosure 3.d.

On a motion duly made by David Martirano and seconded by Matthew Lenz, it was

VOTED: THAT The Finance and Facilities Committee recommend that the Board of Trustees approve the resolution authorizing the borrowing in connection with the issuance of Rhode Island Health and Educational Building Corporation Higher Education Facility Revenue Bonds for the Facilities Service Sector Upgrade Project, as recommended and presented in Enclosure 3.d.

VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: Margo Cook, Michael Fascitelli, Christine Heenan, Matthew Lenz, David Martirano, Vahid Ownjazayeri, Armand Sabitoni

NAYS: 0

ABSTAINS: 0

- e. **Review of a Lease Agreement between the University of Rhode Island Board of Trustees and the Independence Square Foundation for rental of space at 25 West Independence Way, Kingston, RI for URI's Department of Communicative Disorders, and recommendation to the URI Board of Trustees.** [Enclosure 3.e.](#)

Ryan Carrillo, Director, Planning and Real Estate Development, reviewed the new lease agreement between the University and the Independence Square Foundation for space for the Department of Communicative Disorders. This extends a 20-year relationship the University has had with the Independence Square Foundation for space utilized by the Communicative Disorders Department. The documents and lease are found [here](#).

Committee Vice Chair Ownjazayeri called for a motion that the Finance and Facilities Committee recommend that the Board of Trustees approve the Lease Agreement and authorize President Marc B. Parlange to execute the Lease Agreement with the Independence Square Foundation for 4,300 square feet of space at 25 West Independence Way, Kingston, RI for URI's Department of Communicative Disorders as a duly authorized agent, pursuant to the Approved Signature Authority of the University of Rhode Island, as recommended and presented in Enclosure 3.e.

On a motion duly made by David Martirano and seconded by Matthew Lenz, it was

VOTED: THAT The Finance and Facilities Committee recommend that the Board of Trustees approve the Lease Agreement and authorize President Marc B. Parlange to execute the Lease Agreement with the Independence Square Foundation for 4,300 square feet of space at 25 West Independence Way, Kingston, RI for URI's Department of Communicative Disorders as a duly authorized agent, pursuant to the Approved Signature Authority of the University of Rhode Island, as recommended and presented in Enclosure 3.e.



VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: Margo Cook, Michael Fascitelli, Christine Heenan, Matthew Lenz, David Martirano, Vahid Ownjazayeri, Armand Sabitoni

NAYS: 0

ABSTAINS: 0

**f. Review of a Lease Agreement between the University of Rhode Island Board of Trustees and the Independence Square Foundation for rental of space at 25 West Independence Way, Kingston, RI for URI's Physical Therapy program, and recommendation to the URI Board of Trustees.**  
[Enclosure 3.f.](#)

Ryan Carrillo, Director, Planning and Real Estate Development, reviewed the new lease agreement between the University and the Independence Square Foundation for space for URI's Physical Therapy program. This extends a 30-year relationship between the University of Rhode Island and the Independence Square Foundation for space utilized by URI's Physical Therapy program. The documents can be found [here](#).

Committee Vice Chair Ownjazayeri called for a motion that the Finance and Facilities Committee recommend that the Board of Trustees approve the Lease Agreement and authorize President Marc B. Parlange to execute the Lease Agreement with the Independence Square Foundation for 16,400 square feet of space at 25 West Independence Way, Kingston, RI for URI's Physical Therapy program as a duly authorized agent, pursuant to the Approved Signature Authority of the University of Rhode Island, as recommended and presented in Enclosure 3.f.

On a motion duly made by Christine Heenan and seconded by Vahid Ownjazayeri and Matthew Lenz, it was

VOTED: THAT The Finance and Facilities Committee recommend that the Board of Trustees approve the Lease Agreement and authorize President Marc B. Parlange to execute the Lease Agreement with the Independence Square Foundation for 16,400 square feet of space at 25 West Independence Way, Kingston, RI for URI's Physical Therapy program as a duly authorized agent, pursuant to the Approved Signature Authority of the University of Rhode Island, as recommended and presented in Enclosure 3.f.

VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: Margo Cook, Michael Fascitelli, Christine Heenan, Matthew Lenz, David Martirano, Vahid Ownjazayeri, Armand Sabitoni



NAYS: 0

ABSTAINS: 0

- g. **Review of an Update to the University of Rhode Island’s Approved Signature Authority on Behalf of the University of Rhode Island and the URI Board of Trustees effective September 23, 2022, and recommendation to the URI Board of Trustees.** [Enclosure 3.g.](#)

Abigail Rider, Vice President for Administration and Finance, explained that the University’s approved signature authority was updated due to the arrival and departure of employees. The documents can be found [here](#).

Committee Vice Chair Ownjazayeri called for a motion that the Finance and Facilities Committee recommend that the Board of Trustees approve the request to update the URI Approved Signature Authority on Behalf of the University of Rhode Island and the URI Board of Trustees as recommended and presented in Enclosure 3.g.

On a motion duly made by Armand Sabitoni and seconded by Matthew Lenz, it was

**VOTED: THAT** The Finance and Facilities Committee recommend that the Board of Trustees approve the request to update the URI Approved Signature Authority on Behalf of the University of Rhode Island and the URI Board of Trustees as recommended and presented in Enclosure 3.g.

**VOTE:** 7 members voted in the affirmative and 0 members voted in the negative.

**YEAS:** Margo Cook, Michael Fascitelli, Christine Heenan, Matthew Lenz, David Martirano, Vahid Ownjazayeri, Armand Sabitoni

**NAYS:** 0

**ABSTAINS:** 0

#### 4. ADJOURN

Committee Chair Luna thanked members of both Committees and called for a motion that the Finance and Facilities Committee and the Institutional Risk and Compliance Committee of the University of Rhode Island Board of Trustees adjourn the meeting of September 16, 2022.

On a motion duly made by Neil Kerwin and seconded by Vahid Ownjazayeri and Thomas Ryan, it was

**VOTED: THAT** The URI Institutional Risk and Compliance and Finance and Facilities Committees adjourn the meeting of September 16, 2022.

URI Board of Trustees

Joint meeting of the Finance and Facilities and the Institutional Risk and Compliance Committees

September 16, 2022

VOTE: 11 members voted in the affirmative and 0 members voted in the negative.

YEAS: Margo Cook, Michael Fascitelli, Neil Kerwin, Christine Heenan, Matthew Lenz, Roby Luna, David Martirano, Michael McNally, Vahid Ownjazayeri, Thomas Ryan, Armand Sabitoni

NAYS: 0

ABSTAINS: 0

The meeting adjourned at 3:46 p.m.

### **UPCOMING MEETING**

The next joint meeting of The University of Rhode Island Board of Trustees Finance and Facilities Committee and the Institutional Risk and Compliance Committee is tentatively scheduled for the week of October 17, 2022.

Official