

**THE UNIVERSITY OF MICHIGAN
REGENTS COMMUNICATION**

ACTION REQUEST

Subject: Regental Action Required Under the State of Michigan Conflict of Interest Statute

Action Requested: Authorization for the university to transact with The Poetics Lab, LLC (University of Michigan Employee, Dominique Witten, Co-Executive Director, Program Facilitator).

Background:

The University of Michigan Lloyd Scholars for Writing and the Arts seeks approval to transact with The Poetics Lab, LLC.

The proposed agreement falls under the State of Michigan Conflict of Interest Statute as Dominique Witten is employed by the University as a Senior Admissions Counselor with the Office of Undergraduate Admissions and would be party to the agreement as co-executive director and program facilitator of The Poetics Lab, LLC.

However, the Statute allows the University to enter into such agreements if the following conditions are met:

- a) The public servant promptly discloses any pecuniary interest in the contract to the official body which has power to approve the purchase, which disclosure shall be a matter of record in its official proceedings.
- b) The purchase is approved by a vote of not less than 2/3 of the full membership of the approving body in open session without the vote of the public servant making the disclosure.
- c) The official body discloses the following summary information in its official minutes:
 - i) The name of each party involved in the contract.
 - ii) The terms of the purchase, including duration, financial consideration between the parties, facilities or services of the public entity included in the purchase, and the nature and degree of assignment of employees of the public entity for fulfillment of the purchase.
 - iii) The nature of any pecuniary interest.

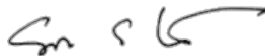
The following information is provided in compliance with the statutory requirements contained in Section (c) above:

- i) The parties to the contract are the Regents of the University of Michigan and its Lloyd Scholars for Writing and the Arts and The Poetics Lab, LLC.
- ii) The agreement is for a classroom visit to lead an interdisciplinary activity involving poetry at a one-time cost of \$400. The Poetics Lab, LLC will be supplying all the necessary resources and personnel to fulfill this contract. The remaining base contract terms and conditions are typical to those used in Procurement Services standard templates for other similar contracts entered into by the Regents.
- iii) The pecuniary interest arises from the fact that University of Michigan employee, Dominique Witten, is co-executive director and program facilitator of The Poetics Lab, LLC.

Dominique Witten has met state law requirements with the disclosure of his pecuniary interest and formal appointment arrangements with the University of Michigan. Requirements, if any, that may be applicable by the supervisor of Dominique Witten under the Medical School's or OVPR's Conflict of Interest Committee's procedures are separately analyzed and managed.

We recommend that the Board of Regents approve the agreement between the University of Michigan and The Poetics Lab, LLC subject to requirements, if any, that the supervisor of Dominique Witten or the Medical School's or OVPR's Conflict of Interest Committee may impose.

Respectfully submitted,



Geoffrey S. Chatas
Executive Vice President and Chief Financial Officer

February 2025