

UNIVERSITY OF MAINE SYSTEM  
Board of Trustees Meeting

at the University of Maine System  
253 Estabrooke Hall, Orono

June 30, 2017

**Finance/Facilities/Technology Committee**

**Present: Committee Members:** Norman Fournier, Chair; Samuel Collins (at UMFK), James Erwin (at USM), Michelle Hood, Gregory Johnson (at USM), and Karl Turner (at USM). **Chancellor:** James Page (at USM). **Presidents:** Kate Foster (UMF), Susan Hunter, Sue Huseman (at UMM), and John Short. **System Staff:** Tracy Bigney, Ellen Doughty, Tracy Elliott, Chip Gavin (at USM), Ryan Low (at UMA), James Thelen (at UMA), Richard Thompson, and Rebecca Wyke. **Other Participants:** Pam Ashby, Tim Brokaw (at UMA), Mike Cyr (at UMA), Leslie Kelly (at UMFK), Paul Kuplinski (at USM), Carolyn McDonough, John Rebar, Kenda Scheele, Fred Servello, Ben Shaw (at UMPI), Claire Strickland, Mike Swartz, and Ainsley Wallace.

**Committee Members Absent:** Jason Coombs and James Donnelly.

Trustee Fournier, Chair, called the meeting to order and welcomed everyone.

Mr. Ryan Low, Chief Financial Officer & Treasurer, went over the current status of the State of Maine's budget and addressed the potential for State Government shut down.

**Unified Budget – Implementation plan update.** Mr. Ryan Low provided a brief update of the Unified Budget Implementation Plan. Mr. Low indicated that a more detailed updated would be presented at the July Board of Trustees Meeting.

Implementation Teams are meeting on a regular basis and are continuing to make progress. The Funding Model Team is also meeting weekly. In regards to the Peer Selection Process, the team has now completed dashboards for each campus and has tentative dates to visit and meet with leadership teams at each campus. Mr. Low explained that the goal is to finalize the drafts by the end of August, which would allow 30-60 days for a comment period to get feedback on the peers. This would also allow for a few of weeks to review and finalize a team of peers by approximately October 15, 2017.

**Administrative Savings Funds Carry-Over Request, UMM.** Ms. Tracy Elliot, Director of Finance and Controller and Interim Chief Business Officer at UMM, presented the request for the University of Maine at Machias (UMM) to carry over unspent funds from the FY2017 Unified Operating Budget into FY2018.

As part of the FY2017 Unified Operating Budget, the Board of Trustees approved an allocation from Administrative Savings Funds to UMM of up to \$1,000,000. This allocation was to assist with the UMM budgeted deficit of \$1,000,000. While preliminary FY2017 results indicate that UMM will end the year with a deficit, UMM anticipates that some of the Administrative Savings Funds will remain unspent due to unfilled positions and a reduction in utility costs.

UMM has been working since last fall to improve security measures and enhance safety on campus. Leadership has consulted with safety and security experts, including Wayne Maines, Executive Director of Safety, Health Services, Transportation and Security, and Roland LaCroix, Chief of Police, among others. Based on the areas of risk identified and the security audit Chief LaCroix conducted, UMM has constructed a plan for enhanced safety and security and is requesting that the unspent Administrative Savings Funds be carried over to FY2018 to address these essential needs and other capital needs. Areas for improvement include:

- Audible Emergency Siren
- LED lighting
- Parking permit system
- Building Card Access for residence halls and other essential buildings
- A Key Card Access and tracking system for Reynolds Center
- Door alarms and security cameras
- Emergency notification system

As UMM finalizes its assessment of security and capital needs and related costs, the campus will bring those project(s) back to the Committee or Board of Trustees for review and approval, as required.

On a motion by Trustee Collins, which was seconded by Trustee Hood, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the July 17, 2017, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the carry-over of unspent Administrative Savings Funds awarded for FY2017 to be used for essential security and capital improvements at the University of Maine at Machias.

**Electronic Building Access Project, UMM.** Ms. Carolyn McDonough, Director of Capital Planning and Project Management, provided information related to the Electronic Building Access Project for the University of Maine at Machias (UMM). UMM is requesting authorization to expend up to \$571,000 in campus Administrative Savings Funds, for procurement and installation of a card access system to enhance and improve security on the campus.

This request is pursuant to Board Policy 701, which requires projects with a total cost of more than \$500,000 to be considered by the Board of Trustees or its Finance, Facilities and Technology Committee. In this case, the scope of this project places it within the purview of the Committee to approve on behalf of the Board without further consideration by the full Board.

UMM will use the vendor selected following the UMS 2015 public, competitive solicitation process. Subsequent to this process, UMS entered a Statewide contract to facilitate the transition to a unified electronic facility access system across all campuses in response to security concerns. This initiative did not request or provide any funding. Rather, each campus has the discretion about when and to what extent it avails itself of the contract to meet its needs within its own resources.

The UMM project consists of procurement and installation of door security systems by way of card readers in the following locations:

- at least one exterior door on each campus building;
- each door to enter a student room (Residence Halls);
- select additional interior door locations to allow controlled access to specific academic spaces outside normal hours;
- door monitoring devices will also be installed at all exterior doors.

The funding for this project will be from requested Administrative Savings Carry-Over Funds. Upon approval of the project, the campus will move ahead with procurement of the material and labor with the intent of beginning installation as soon as feasible. The completion date is expected to be January of 2018.

Installation of this card access system will greatly improve security for the student rooms and residence halls as well as improve accountability and flexibility for access to other campus buildings outside of normal business/operating hours.

On a motion by Trustee Hood, which was seconded by Trustee Johnson, the Board of Trustees acting through the Finance, Facilities and Technology Committee authorized the University of Maine at Machias to expend up to \$571,000 in Administrative Savings Funds for the installation of card access security systems across the campus.

**Review of Projects with a Value of \$250,000 or Greater.** Mr. Richard Thompson, Chief Information Officer, provided an update on the following projects with a value of \$250,000 or greater:

#### Classrooms for the Future

Summer classroom project budgets have been created, and many equipment and furniture orders have been placed. Facilities related work is being coordinated and scheduled where needed. Vendor walkthroughs and estimates for work are in progress. Equipment orders have been received for some campuses and work has been started on these classrooms while others await scheduling. This project is 32% complete.

#### Risks

- Renovations and improvements to classrooms are limited to summer and school breaks. In addition, vendors need advance notice to schedule larger renovations due to the competitive nature of this work and the lead time for ordering equipment.
- Wireless and network infrastructure will not be upgraded in classrooms at UMPI, UMFK and UMF.

#### Maine Street Improvements

The project has collected initial input about MaineStreet functionality from faculty and students via surveys. The input is currently being used to develop an initial catalog of requirements that will be incorporated into an RFP for vendor services dedicated to improving MaineStreet functionality. The requirements will be further refined during focus groups sessions planned for early September. This project is 10% complete.

The surveys were distributed early May, and a total of 1,132 students and 148 faculty have responded to date. The surveys focused on the following areas:

- What are the essential tasks that faculty and students utilize MaineStreet for?
- What other systems, tools, and data do students and faculty most frequently utilize? And for what purpose?
- What functions would be most beneficial for users to access from a mobile/small screen device?

#### Student Survey Input Trends:

- Improve navigation (too many screens and poorly named links/tabs).
- Enable the back button so it returns you to previous page.
- Create a master view for grades.
- Replace course numbers with actual course names on the course schedule.
- Simplify course enrollment process.

#### Faculty Survey Input Trends:

- Improve Degree Audit. Information is not always current or is missing.
- Create a notes section for advisors on the advisee's profile. Allow advisors to review notes from admissions staff and other professors.
- Streamline/simplify course catalogue logic.
- Improve system performance when looking up student and class data.
- Enable faculty/advisors to pull summary lists of their advisees, and all registered class attendees.
- Provide a student summary page with direct links to academic, admissions, and Financial Aid information.

#### Additional Survey Results:

- Interest in MaineStreet mobile application?
  - 21% of faculty would be very likely to use a mobile application to access MaineStreet.
  - 61% of students would be very likely to use a mobile application to access MaineStreet.

#### How do faculty and students access MaineStreet

- 83% of faculty access MaineStreet via MyCampus Portal.
- 62% of students access MaineStreet via the MyCampus Portal.
- Ninety-seven respondents enthusiastically offered to participate in follow-up focus groups.

#### Risks

- A potential risk is the length of the RFP process planned for this fall, and its impact on the overall project schedule. To mitigate this potential risk, the project team will start work on a draft RFP document this summer so it will be ready to post late September. The final version of the RFP will include any new requirements gathered during the faculty and student focus groups planned for early September.

#### UMS Wireless Infrastructure

Summer upgrade projects are well underway. Networks in the residence halls at UMF, UMFK, and UMPI are being installed. Additional classroom buildings are also planned for upgrades later this summer. This project is 34% complete.

## Risks

- The project team is working closely with the Classrooms for the Future project team to coordinate efforts. Campus decisions to prioritize upgrades in residence halls over classroom buildings may negatively impact the Classrooms for the Future project.
- Many of the buildings require modifications by Facilities Management prior to network installation. The project team is working with each campus to plan this work. Resource availability and scheduling for this work may cause project delays.
- A risk to perceived success is unreasonable stakeholder expectations. Although a ubiquitous System-wide upgrade is needed, this project will only partially meet that need given the constraints of limited resources (schedule, budget, staffing, construction limitations, and coordination with other campus resources).
- Many buildings have network infrastructure that will need to be upgraded before new wireless networks can be installed. In some cases, this may include new fiber installation and/or the need for facility renovations.
- The phased funding approach will necessitate maintaining two separate WiFi networks on most if not all campuses driving up the ongoing operational costs and efforts for US:IT while creating inconsistent wireless service levels building to building on the campuses.
- There are a large number of factors and variables that will affect this project's timeline. There are other sizeable projects taking place at the same time. Another factor affecting the timeline will be the coordination among involved entities in setting priorities and timing.

## Residence Hall Wireless – USM

This project is complete except for final accounting and close-out. The project was completed within budget.

## Upgraded Telecommunications Services, UM

This project is 99% complete. The legacy NorTel SL-100 phone system ready to be shut down. Attempts to find an entity willing to take the system where-is, as-is have not been successful. Any residual value remaining in the system is deemed to be less than the cost of dismantling and removing it.

## HR Upgrade

This project will upgrade the UMS PeopleSoft (MaineStreet) Human Capital Management (HCM) system from version 9.1 to version 9.2, the HCM PeopleTools from version 8.53 to version 8.55. The upgrade will maintain Oracle compliance and continued support of the system.

The project is in the early initiation phase. Similar to the Financials Upgrade project that was completed fall 2017, it was decided to partner with a third party resource that will provide technical services during the upgrade. After reviewing vendor proposals, the decision was made to engage with ERP Analysts.

**Information and Communications Technology Accessibility Policy.** Mr. Richard Thompson, Chief Information Officer, presented a proposed new policy for Information and Communications Technology Accessibility and provided information on its implementation if approved. The rapid proliferation of information technology as the medium for University programs and services can unintentionally exclude persons with disabilities from opportunities and full participation in university activities.

This proposed policy supports minimizing barriers to higher education for persons with disabilities, and improvement of learning outcomes for persons with and without disabilities. It fulfills the university's statutory obligations by establishing responsibility for developing, maintaining and monitoring outcomes related to standards and expectations in the design, acquisition, compatibility and use of Information and Communications Technologies in any University activity, such as academic programs, services, communications, and events.

On a motion by Trustee Hood, which was seconded by Trustee Erwin, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda for the July 17, 2017 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees accepts the recommendations of the Finance, Facilities and Technology Committee and approves the Information and Communications Technology Accessibility Policy.

**Establishment of the MEMIC John Leonard Chair in Risk Management & Insurance, USM.**

Dr. Rebecca Wyke, Vice Chancellor for Finance and Administration, brought before the Committee the proposed establishment of the MEMIC John Leonard Chair in Risk Management & Insurance for the University of Southern Maine (USM). This University of Southern Maine Foundation chair is supported by an endowment pledge of \$1.5 million to be paid over a period of four years from the MEMIC Group. This chair is created in honor of MEMIC President and CEO John Leonard's dedicated and visionary leadership, and on the occasion of his retirement.

The purpose of this endowed chair is to build upon the quality academic program of the Risk Management and Insurance program within the School of Business at the USM. The endowment will be utilized to expand the resources available in this growing field of study. These additional resources will guarantee a strong future for the program, providing the person holding the Chair with additional resources for research and industry partnership and program development and delivery, as well as a supplement to the Chair holder's base salary. The principal shall be endowed and only the distributions from the fund shall be used to provide resources to the individual holding the MEMIC John Leonard Chair. The amount of the Chair's stipend shall be determined annually by the Dean of the College of Management and Human Services, or its successor program, and shall not be considered as part of his/her salary. In addition, a portion of the income may be allocated by the holder for research support and expenses relevant to increased programming, including curriculum development, clerical support, and additional resources needed for program development and delivery.

The holder of the MEMIC John Leonard Chair in Risk Management & Insurance shall have, or have the potential for, an outstanding record of teaching, service to industry, and scholarship. A selection committee, including industry partners, will be formed and charged according to USM's standard policies and practices for such committees. Nominations for the Chair holder shall be submitted to the Provost and then forwarded to the President of the USM for final approval.

Reappointment shall be subject to recommendation of the Dean, after a review of performance by an evaluation committee approved by the President and the Provost, including industry partners as appropriate.

On a motion by Trustee Erwin, seconded by Trustee Turner, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the July 17, 2017 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the establishment of the MEMIC John Leonard Chair in Risk Management & Insurance.

**Lease Authorization, UMA.** Mr. Tim Brokaw, Chief Business Office for the University of Maine at Augusta, provided information regarding Lease Authorization for Belfast Hall in Bangor. The University of Maine at Augusta (UMA) is requesting authorization to enter into a lease with the American Folk Festival on the Bangor Waterfront for three offices (612 square feet) located at Belfast Hall in Bangor for a maximum term of 10 years including optional extensions or renewals.

This request is pursuant to Board Policy 802, which requires leases with a total value of greater than \$100,000 or a term of greater than 5 years to be considered by the Board of Trustees or its Finance, Facilities and Technology Committee. In this case, the request at a 10-year term is within the purview of the Committee to approve with no further Board action.

The lease would be effective starting July 1, 2017, and would include a five-year lease with the option to renew for an additional five years. The rent would be \$165/month for the period July 1, 2017-June 30, 2018. Effective July 1, 2018, the rent would be increased annually by 3.5% thereafter, meaning total lease payments for the first 5-year term are expected to be approximately \$10,600. The rent for the second five-year term will be negotiated at the time of the renewal.

UMA has been renting this space to the American Folk Festival on a monthly basis. The offices in the lease are on the third floor of Belfast Hall. The American Folk Festival's presence on campus is seen as a tremendous opportunity for the University to collaborate with the Bangor community. Their use of the three offices does not conflict with any campus use of Belfast Hall.

The American Folk Festival on the Bangor Waterfront is a non-profit organization that is responsible for organizing an annual three-day festival held in late August on the Bangor waterfront. The festival brings thousands of visitors to the City of Bangor each summer. The festival is known for bringing together multicultural arts through music, dance, crafts, food, and storytelling. Annually UMA participates in the event.

On a motion by Trustee Hood, which was seconded by Trustee Turner, the Board of Trustees acting through the Finance, Facilities and Technology Committee authorized the University of Maine System acting through the University of Maine at Augusta to enter a lease with the American Folk Festival on the Bangor Waterfront beginning July 1, 2017, for a maximum term of 10 years, subject to review and approval of all final terms and conditions by the University of Maine System Treasurer and General Counsel.

**Master Plan Acceptance, UMFK.** Mr. John Short, President of the University of Maine at Fort Kent, provided an overview of the University of Maine at Fort Kent's (UMFK) Master Plan. The Board of Trustees has encouraged all campuses to adopt master plans for their respective physical campuses as part of a series of facility-related recommendations adopted in March 2015. UMFK initiated a master planning process in summer 2016 and completed this process with a final presentation to the campus community in March 2017.

The master plan is part of a three-tiered planning process which Trustees have directed be undertaken and which requires a master plan, a 5-year capital plan and a 1-year capital work plan be maintained by each University and, taken together, for the System.

In brief, the recommendations call for increasing net asset value with no net increase in square footage. The plan does this by:

- a) strategically implementing 14 transformative elements
- b) creating a 'front door' element to improve UMFK's visibility from Pleasant Street, and connect a bisected campus and reclaim space in Cyr Hall
- c) reorganizing campus programs, overall, to more optimal locations
- d) improving pedestrian and vehicular circulation across campus and across Pleasant Street

The plan is estimated to cost \$46 to \$64 million and to require 20 years.

Trustee Turner asked if Mr. Chip Gavin could look at density and all campus master plans to put together metrics that explain the growth and net asset value overall. Mr. Gavin committed to gathering that reporting and sharing with the Committee in the future.

On a motion by Trustee Hood, which was seconded by Trustee Collins, the Finance, Facilities, and Technology Committee agreed to forward this item to the Consent Agenda at the July 17, 2017 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees acknowledges the campus master plan from UMFK and, without granting Trustee approval for any specific expenditure or capital project that would otherwise require Trustee consideration, accepts the plan and encourages the University to continue its efforts to maintain and act in accordance with the plan as well as other applicable directives of the Trustees.

**Philippi Hall Envelope Improvements, USM.** Ms. Carolyn McDonough, Director of Capital Planning and Project Management, and Paul Kuplinski, Director of Finance and Administration Facilities, presented information regarding Philippi Hall Envelope Improvements. The University of Southern Maine (USM) is requesting authorization to expend up to \$700,000 to rehabilitate the envelope of Philippi Hall on the USM Gorham campus, including roof repairs and new siding and other improvements. The funding for this project is E&G reserves.

This request is pursuant to Board Policy 701, which requires projects with a total cost of more than \$500,000 to be considered by the Board of Trustees or its Finance, Facilities and Technology Committee. In this case, the request is within the Committee's purview to approve without further consideration by the full Board.



This project includes full replacement of all original siding and trim material, replacement and reconstruction of the roof systems and repairs to the masonry members. The exterior wall system of Philippi Hall, constructed in 2001, has failed in numerous locations leading to deterioration of the composite material. Continued failure of the siding and trim may result in water infiltrating the building, causing further damage to interior finishes and other complications.

This project will address those issues and will increase the life expectancy of the facility. The construction is anticipated to be phased over two summer periods so as to reduce the impact on the Residential Life summer camp schedule and to provide ample time for the contractors to perform the work.

Philippi Hall was constructed in 2001 for use as a residential hall on the Gorham campus. The facility is approximately 60,000 gross square feet and houses approximately 200 students in doubles, singles and 3 to 4 person suites used primarily by the upper class population during the academic year. The facility also houses overnight summer camp attendees.

The Sightlines Net Asset Value of this building is estimated at 65. This project is not expected to negatively impact the operating or maintenance costs.

On a motion by Trustee Hood, which was seconded by Trustee Erwin, the Board of Trustees, acting through the Finance, Facilities and Technology Committee, authorized the University of Southern Maine to expend up to \$700,000 in Campus funds for envelope and associated improvements at Philippi Hall in Gorham.

**Ground Lease Authorization, UM.** Ms. Claire Strickland, Chief Business Officer for the University of Maine, and Ms. Kenda Scheele, Assistant Vice President for Student Life, reviewed the Ground Lease proposal for 107 College Avenue, Orono. The University of Maine (UM) is requesting authorization to enter into a ground lease for up to 30 years with the Phi Eta Kappa Building Association for the property located at 107 College Avenue, Orono Maine.

The land in question has been leased by the building association for the last 50 years for the purpose of operating a University recognized fraternity house. The structure located on the land is owned by the building association and subject to the terms of the ground lease with the University. The proposed lease would replace the old lease which term ends this year for the same operating purpose.

This request is pursuant to Board Policy 802, which requires leases with a total value of greater than \$100,000 or a term of greater than 5 years to be considered by the Board of Trustees or its Finance, Facilities and Technology Committee. In this case, the request is to approve and to forward this matter to the Consent Agenda of the Board of Trustees.

The lease would be effective starting approximately July 1, 2017, at an annual rent of \$1 for a thirty-year term, with the option to renew. The renewal terms would be negotiated at the time of the renewal. The duration is sufficient to require Trustee consideration.

On a motion by Trustee Turner, which was seconded by Trustee Hood, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the July 17, 2017, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees authorizes the University of Maine to enter a ground lease for the land at 107 College Avenue, Orono for the term of thirty years with all final terms and conditions subject to review and approval of the University of Maine System Treasurer and General Counsel.

**Darling Marine Center Waterfront Infrastructure Improvement, UM.** Ms. Claire Strickland, Chief Business Officer for the University of Maine, and Mr. Fred Servello, Interim Dean of the College of Natural Sciences, Forestry & Agriculture, reviewed the proposed revitalization of the Darling Marine Center. The University of Maine (UM) is requesting authorization to expend up to \$3 million for the Darling Marine Center (DMC) Waterfront Infrastructure Improvement project. Resources for this project include funding from a State of Maine Marine Bond, Campus Reserves and a pending and matching federal Economic Development Agency grant.

This request is pursuant to Board Policy 701 which requires Trustee approval for projects with a total budget of over \$500,000. In this case, the request is to approve and to forward this matter to the Consent Agenda of the Board of Trustees.

This waterfront infrastructure project represents a revitalization of existing facilities. The Darling Marine Center is a UM marine research and education facility located in Walpole, Maine, on the eastern side of the Damariscotta River. The infrastructure supports coastal and offshore marine research and education; buoy and ocean sensor operations critical for ecosystem monitoring and Maine's marine economy; applied research and development in collaboration with the marine aquaculture and fisheries industries, and citizen science.

This project has been identified by the DMC Strategic Plan and the Phase I DMC Master Plan by Harriman as essential to continuing the DMC's and University of Maine's mission. The proposed project will also have a Statewide impact as the DMC's applied research on commercially valuable marine species and its partnerships with marine businesses and management agencies, support local economies throughout the state.

The overall project is intended to improve shoreline infrastructure by revitalizing existing structures, utilities and features that support marine research activities as follows:

- A. Pier Replacement: \$1.7 million
- B. Flowing Seawater Laboratory Renovation: \$1.05 million
- C. Upgrades to Flowing Seawater Infrastructure: \$250,000

No new square footage is involved in this project. The facilities at the Center have not been tracked by Sightlines so current estimated net asset value is unavailable. The maintenance, utility and operation costs once these improvements are completed are not expected to change materially and will continue to be covered through the DMC's budget. Pending award of the Federal grant, design is expected to begin immediately following award with construction beginning as early as August 2017 and completion of all phases by the end of calendar year 2018.

On a motion by Trustee Johnson, which was seconded by Trustee Erwin, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda for approval at the July 17, 2017, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the University of Maine to expend up to \$3,000,000 including \$650,000 in Marine Bond, \$850,000 in Campus reserves, and \$1,500,000 in Federal grant funding for the Darling Marine Center Waterfront Infrastructure Improvement project, dependent upon final approval of the pending federal grant application.

**Update Cooperative Extension Diagnostic and Research Center, UM.** Ms. Claire Strickland, Chief Business Officer for the University of Maine, and Mr. John Rebar, Executive Director for Cooperative Extension provided an update on the Cooperative Extension Diagnostic and Research Center at the University of Maine. The University of Maine (UM) is requesting to increase the total project authorization for the Cooperative Extension Diagnostic and Research Center project by \$400,000 or approximately 4.5 percent, for a new total of up to \$9.4 million. The additional funding comes from the State supplemental budget for fiscal year 2017 for Cooperative Extension to fund additional equipment and needs.

This request is pursuant to Trustee Policy 701 requiring Trustee approval for increases to Board approved projects. The Trustees approved the original building project for \$9 million in July of 2015.

UM also requests approval to build up to 2,000 square feet of new space to accommodate a greenhouse and storage space at the Center. The construction will support plant and insect pathogen research at the facility.

This portion of the request is pursuant to Trustee Policy prohibiting net increases in space without Trustee authorization. UM is proposing to offset this new space through removal of storage and modular trailers on the main campus, removals which already are approved by the Treasurer and will be implemented by UM in the course of the project.

The greenhouse and storage will encompass up to 2,000 gross square feet. The construction will include two greenhouses each 20 feet by 21 feet connected by a head house of approximately 20 feet by 12 feet. Up to 600 square feet of exterior storage for gas-powered equipment and field equipment will also be provided. This change in square footage will be tracked in the campus' list of assets and will be offset by the removals referenced above.

The work that takes place in the new facility will benefit commercial farmers and the ornamental horticulture industry including nursery and greenhouse operations. The facility will also generate information that will aid backyard gardeners and homeowners. The greenhouse will be used for research including trials for commercial growers or pest management strategies in cooperation with the Maine Board of Pesticides Control.

The investment will enhance and expand the capacity for Cooperative Extension's outreach and education and improve the quality of service and communication for Maine citizens, businesses, State government, and other customers of the plant, animal, and insect diagnostic services.

The maintenance and utility costs of the new structures associated with the new funding are expected to be less than \$3,000 and will be paid with funds identified by the UM Chief Business Officer. Other operating costs will be covered by Cooperative Extension operating budget and service revenue.

On a motion by Trustee Hood, which was seconded by Trustee Turner, the Board of Trustees acting through the Finance, Facilities and Technology Committee authorized the University of Maine to increase the Cooperative Extension Diagnostic and Research Center project budget by \$400,000 to a new total of up to \$9,400,000.

Also, that the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the July 17, 2017, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the addition of up to 2,000 square feet for construction of a greenhouse and storage facility at the University of Maine.

**System-Wide Energy & Environmental Sustainability Initiatives Report.** Mr. Chip Gavin, Chief General Services Officer, introduced Energy and Utility Manager Mr. Mike Swartz who presented the 2017 System-Wide Energy and Environmental Sustainability Initiatives Report. The report is regarding the energy-related key performance indicators adopted by Trustees and generally summarizes facility-related energy and sustainability progress within the University of Maine System (UMS).

This report complements the March 2017 Sightlines "State of Facilities" Report. This current report focuses particularly on four energy specific key performance indicators which were adopted by Trustees in March of 2015. These metrics advance the outcomes set by Trustees primarily by focusing on the University's fiscal positioning.

In brief, the report includes these findings:

- UMS has reduced its price of energy relative to 2006, and is lower than its peers.
- UMS has reduced its consumption of energy relative to 2006 and is lower than peers.
- UMS has realized tens of millions of dollars in avoided costs compared with peers.
- Total emissions have decreased 34% since FY2006.
- Energy comprises a substantial expense for the University and warrants focus.

Additional observations in the report include:

- Years of collaboration and focused effort have produced real results.
- Most of the significant investments have been largely supply-side initiatives.
- Supply-side opportunities still exist, but demand-side projects should be considered.
- UMS should continue to report on these metrics.

The System-wide Energy Team is comprised of energy, facility and sustainability personnel from across the state. The Trustees in 2015 encouraged this group to continue meeting and to continue reporting on this issue and on the team's work, which it has done and continues to do approximately annually.

**Capital Projects Status Report.** Mr. Gavin provided an overview of the Capital Project Status Report. The report reflects a total of 23 projects, with no projects having been added or removed since the previous report.

The data in this report is effective as of May 31, 2017.

In closing Trustee Fournier, Chair, took time to thank the following people:

Ms. Rebecca Wyke for her years of service staffing the Finance, Facilities and Technology Committee for the past 9 years.

Ms. Tracy Bigney for her retirement and all that she has done for the University of Maine System and this Committee.

Ms. Tracy Elliott for her service as the Interim Chief Business Office at the University of Maine Machias.

Ms. Sue Huseman for her sabbatical from retirement to serve as President at the University of Maine Machias.

Trustee Fournier also congratulated:

Ms. Ellen Doughty for taking on the Interim Clerk position with the Board of Trustees and welcomed Elissa Ivey to the Board of Trustees Office.

Mr. Ryan Low who will be Vice Chancellor for Finance and Administration & Treasurer and will staff the Finance, Facilities and Technology Committee.

Adjournment.

Elissa Ivey for  
Tracy B. Bigney, Clerk