

UNIVERSITY OF MAINE SYSTEM
Board of Trustees Meeting

Hosted by the University of Southern Maine
March 18 & 19, 2018

Board of Trustees Meeting

Present: James Erwin, Chair; Karl Turner, Vice Chair; Samuel Collins, Lisa Eames, Norman Fournier, Michelle Hood, Gregory Johnson, Ángel Loredó (on behalf of Robert Hasson), Kelly Martin, Shawn Moody, Michele Hood, Jason Coombs, Mark Gardner, James Donnelly (by phone) and Betsey Timm. **Chancellor:** James Page. **Faculty Representatives:** Ray Albert, Uriah Anderson, Timothy Surette, Clyde Mitchell, Patti Miles and Elizabeth Turesky. **Student Representatives:** Austin Cyr, Alex DesRuisseaux, Samuel Atwood, Jay Knowlton, Issac Michaud, Dylan Reynolds, and Abby Roche. **University Presidents:** Glenn Cummings, Kathryn Foster, Susan Hunter, Ray Rice, John Short, and Rebecca Wyke. **System Staff:** Tracy Bigney, Dan Demeritt, David Demers, Ellen Doughty, Tracy Elliott, Chip Gavin, Carol Kim, Ryan Low, Tamara Mitchell, Robert Neely, Robert Placido, Rosa Redonnett, James Thelen, Samantha Warren, and Miriam White. **Others present:** Vendean Vafiades.

Absent: Robert Hasson.

Sunday, March 18, 2018

Trustee Erwin, Chair, called the meeting to order.

EXECUTIVE SESSION

On a motion by Trustee Turner, which was seconded by Trustee Eames, and approved by all members present, the Board of Trustees meeting went into Executive Session under the following provisions:

- 1 MRSA Section 405 6-A to discuss the evaluation of personnel and the consideration and discussion of appointments, employment and duties.
- 1 MRSA Section 405 6-C to discuss or consider economic development only if premature disclosure of the information would prejudice the competitive or bargaining position of the System.
- 1 MRSA Section 405 6-E to have consultation with legal counsel concerning matters where premature general public knowledge would clearly place the System at a substantial disadvantage.

On a motion by Trustee Moody, which was seconded by Trustee Turner, and approved by all members present, the Board of Trustees concluded the Executive Session.

BOT/BOV MEETING

Meeting with the USM Board of Visitors

The Board of Trustees (BOT) and the Boards of Visitors (BOV) for the universities are collaborating to increase engagement. The BOT/BOV partnership increases advocacy and adds value for UMS, our students and the State. One aspect of this engagement is a regularly scheduled meeting of the

BOT with the local BOV when the BOT meets on a campus. Members of the USM BOV met with the BOT for a discussion of campus BOV strategic goals and concerns.

Trustee Erwin welcomed Clif Greim, Chair of the USM BOV to the Board table. Mr. Greim spoke of the increase in spring enrollment at USM with the head count at an increase of 1% and credit hours at an increase of 3.5%. Occupancy in the residence hall in Gorham is at 107%. Fall 2018 admissions deposits are up 8%. The USM Promise Scholarship Program has raised \$5 million to date and the John Leonard Endowed Chair Challenge Grant fundraiser has raised \$1.8 million to date.

USM Foundation Vice President, Ms. Ainsley Wallace introduced Professor Dana Kerr and several employees from MEMIC that spoke of the importance of the Risk Management and Insurance (RMI) course and the role it plays in the Business Administration Degree program. The MEMIC representatives explained how the RMI course offered at USM was instrumental in the path they took in their current careers.

Professor Myron Beasley of Bates College and Professor Deidre Smith of Maine Law School spoke about the Maine Rural Law Pilot Program and the Cumberland Legal Aid Clinic. Through the Clinic, student attorneys are specially licensed to practice law and represent low-income Mainers. The Clinic provides assistance to more than 650 people annually, and many student attorneys move on to careers in public interest law or provide *pro bono* legal assistance.

Monday, March 19, 2018

Trustee Erwin, Chair, reconvened the meeting and welcomed everyone to the Board meeting. He thanked President Cummings and the staff at USM for hosting the meeting. Trustee Erwin stated that Trustee James Donnelly is participating in the meeting by telephone.

CITIZEN COMMENT

Citizen Comment is a time regularly set aside for comments from the public. The following individuals spoke during the Citizen Comment period:

- James Cook – Board Policy 214
- Susan Finer – Board Policy 214
- Paul Johnson – Board Policy 214
- Jason B. Briggs – USM Transportation

ACCEPTANCE OF MINUTES

On a motion by Trustee Fournier, which was seconded by Trustee Gardner, the minutes from the following meetings were unanimously approved as presented:

- January 28-29, 2018 Board of Trustees Meeting
- February 9, 2018 - Audit Committee
- March 1, 2018 - Finance, Facilities, Technology Committee
- March 5, 2018 - Special Board of Trustees Meeting
- March 5, 2018 - Academic & Student Affairs Committee
- March 5, 2018 - Human Resources/Labor Relations Committee
- March 5, 2018 - Joint Session with Academic & Student Affairs Committee and Human Resources/Labor Relations Committee

COMMITTEE REPORTS

Academic & Student Affairs Committee. Trustee Johnson reported that the Committee met on March 5, 2018. The seven items on the agenda were the Student Conduct Code, Spring Enrollment, the Education Degree Program suspension at UMFK, the UMS Five Year Plan to Build up Engineering, an Early College update, Faculty Representative discussion, and Student Representative discussion.

The Student Conduct code needs to be updated every 3 years. Trustee Johnson thanked Trustee Erwin, Ms. Rosa Redonnett, Mr. David Fiacco, Ms. Sarah Mlynarchek and the entire Committee who worked on the Student Conduct Code for their efforts in ensuring the code is up to date. Some updates to the code include enhanced readability, updated definitions and wording, and being in line with Title IX. The Committee agreed to forward the Student Conduct Code to be voted on as Consent Agenda for approval in the March 18-19, 2018 Board of Trustees Meeting.

The Spring Enrollment report showed undergraduate enrollment increased by 0.7% while graduate enrollment increased by 5.1%. Spring full time equivalent and credit hours increased 1.2% and 1.1% respectively from the Spring of 2017 to the Spring of 2018. Trustee Johnson noted that over a 5 year period the full time equivalent has decreased by 2% and credit hours have decreased by 2.3%.

Suspension of the Education Degree Program at UMFK was discussed during the Committee meeting. Given the low program enrollments and the other opportunities within UMS for students to seek an education degree, it is difficult to justify expending the resources to maintain degrees in Education at UMFK. Beginning in Fall 2018, the University of Maine at Presque Isle will offer the Education degree on the UMFK campus in support of UMFK students interested in pursuing careers in Education.

The exploratory phase of the Five Year Plan to Build up Engineering within the University of Maine System was presented to the Committee. The goal of the plan is to increase the number of job ready engineering graduates by 60% within ten years.

An update on the Early College program reports that since 2009, enrollments and credit hour production in Early College programs have grown by 20.7%, through 2016-2017. The 2016-2017 academic year Early College enrollments produced 17,584 credit hours, with UMFK and UMPI accounting for 51% of the total credit hour production. Overall matriculation rates to any UMS institution averaged 28.4% across the System.

The Faculty Representatives had a discussion on political impartiality and the Student Representatives had nothing to report.

Academic & Student Affairs and Human Resources & Labor Relations Joint Session. Trustee Johnson reported that the Committee met on March 5, 2018. The Committee met and went into Executive Session for discussion of the evaluation of personnel and the consideration and discussion of appointments, employment, and duties. The Academic and Student Affairs Committee agreed to forward the recommendations for tenure and tenure at time of hire to the Board for approval at the March 18-19, 2018 Board of Trustees meeting.

During the public portion of the meeting the Committee reviewed the faculty and tenure statistics for 2017-2018. There are 1,180 faculty included in the tenure report and 23 faculty members will be

considered for tenure in the coming academic year. Currently 56.7% of the faculty have tenure. Trustee Johnson stated that is on par with the rest of the country.

Audit Committee. Trustee Hood reported that the Committee met on February 9, 2018. The meeting went into Executive Session. The General Counsel's office provided a privileged report to the Audit Committee in Executive Session of a confidential investigation regarding the University of Maine Energy Solutions RFP #2016-43. Having considered General Counsel's report, as well as the University of Maine System procurement and conflict of interest policies they also discussed the Committee's chartered responsibilities in these areas and adopted a resolution that represented the Committee's findings based on the Executive Session presentation.

Finance, Facilities, Technology Committee. Trustee Turner reported that the Committee met on March 1, 2018. Dr. David Demers, Chief Information Officer, covered projects in the value of \$250 thousand or greater which included Classrooms of the Future, Mainstreet improvements, UMS wireless infrastructure, and the HR 9.2 upgrade. All four projects were in line with schedule status, budget status, and overall status. Dr. Demers then shared the highlights of the 2017 State of the IT report with a focus on future direction. This included a revised Governance structure, the embracing of a 3 to 5 year strategic procurement cycle, and an enhanced communications structure.

Ms. Emily Morris from Sightlines joined the meeting by phone to present its annual Facilities Benchmarking and Analysis findings regarding the University of Maine System's facilities and facility management operations. For the first time since at least 2006, density as measure of the intensity or efficiency of the use of our space has improved.

Mr. Chip Gavin, Chief General Services Officer, reviewed the Capital Project Status Report. The report reflects one project being completed, two new projects added, and four different projects pending completion since the last report. Once those projects are factored in there will be a total of 16 capital projects system wide.

By unanimous vote the Committee forwarded the following items to the Consent Agenda for the March 18-19, 2018 Board of Trustees meeting:

- Square Footage Increase and Donation Authorization, UM.
- Marine Sampling Processing Shed, UMM.
- Gorham Athletic Fields LED Lighting Project – Hannaford, Baseball and Softball Fields.

Human Resources & Labor Relations Committee Meeting. Trustee Erwin reported that the Committee met on March 5, 2018 and received an update on the Human Resource Shared Services operations. This overview included the Human Resources team response to feedback received from System and Campus leaders in the Fall of 2017. The Human Resources team has been using that feedback to inform its decision making and planning efforts. This includes goal setting and the establishment of related organizational metrics. The Committee also went into executive session for collective bargaining related discussions.

Special Meeting of the Board of Trustees. Trustee Erwin reported that a special meeting of the Board of Trustees was called on March 5, 2018. The meeting went immediately into Executive Session during which the UM President presented a special report to the Board. After the Executive Session concluded, the meeting was opened back up to the public where the Board of Trustees approved the naming of the Engineering Education and Design Center at the University of Maine in honor of the

donor of a \$10 million gift to the project, subject to: receipt of the gift; submission of and approval of the actual proposed name by Trustees; and, to such further consideration and approvals as may be required from Trustees for the project itself to proceed to construction and completion.

UM Presidential Search Committee. Trustee Johnson provided a report on the UM Presidential Search. He reported this will be last update for this Committee as they have turned the information over to the Chancellor for his review and action. Trustee Johnson thanked the Committee, the outside consultants, and Tracy Bigney for all of their efforts in completing the search. He also thanked the UM and UMM staff for helping out with the campus visits of the prospective candidates. There was a Committee meeting in early January where they narrowed down the field to fifteen candidates, twelve primary and three alternates. The twelve primary candidates agreed to airport interviews later in January. As a result of those interviews the Committee agreed to ask seven of the candidates to agree to reference checks and at that point three of the candidates withdrew due to disclosure procedures. The Committee invited the remaining four candidates to have campus tours after which another candidate withdrew from the search. The three remaining candidates were then forwarded to the Chancellor for next steps in the process.

CHAIR'S REPORT

Trustee Erwin reported on the annual establishment of a Nominating Committee for Board Officers. Trustee Erwin thanked Trustee Johnson, Trustee Collins, and Trustee Martin for volunteering to be on the Committee. Trustee Johnson as the Chair of the Nominating Committee, will report back to the Board in May with their recommendations for Chair and Vice Chair for the Board.

CHANCELLOR'S REPORT.

Chancellor Page began his report in follow up to Trustee Johnson's report on the suspension of the Education Degree Program at UMFK, that upon recommendation by the Vice Chancellor and in accordance with policy he is announcing that the suspension is in effect. He also noted that the availability of the Education Degree Program that is being offered at UMPI is not only available as a teach out program but will also be available on an ongoing basis for students matriculating at the University of Maine who wish to pursue Education courses.

Director of Community and Government Relations, Ms. Samantha Warren had no definitive bond news but noted that the legislature is scheduled to adjourn on April 18, 2018 and that she will have more information at that point. Ms. Warren encouraged the Trustees and Board of Visitor Committee members to continue to promote Bond LD 836, which is an act to authorize a General Fund Bond Issue to build Maine's Workforce Development Capacity by modernizing and improving the facilities and infrastructure of Maine's Public Universities. The bond would authorize a \$75 million UMS workforce development infrastructure general obligation bond question to go to voters, likely in November of 2018. The last System bond was authorized in 2013. Proposed projects to benefit from Bond LD 836 funds are cost-effective renovations to existing facilities. Some of the projects include added capacity for STEM education including computer science and cybersecurity, expanded nursing simulators and allied health training labs, and it will bring jobs and new investments to our local communities.

She also stated that on March 15, 2018 the Legislature honored President Susan Hunter thanking her for her nearly 30 years of service to the students and the state. She thanked President Rebecca Wyke and President Kate Foster for going to the State House and being a part of the celebration.

Ms. Warren reported that the University of Maine System spoke on behalf of a bond Governor Paul LePage proposed for \$50 million to be used for student debt relief. It would be for Maine students going to Maine schools who would agree to live and work in Maine for five years following but also would benefit some out of state students in the form of low interest loans who attend school in Maine and agree to live in work in Maine for five years following.

Executive Vice President for Academic Affairs & Provost, Jeffrey Hecker reported on the Research Reinvestment Fund (RRF) as an update on the progress of the program as it enters its fourth year. The purpose of the RRF is to strengthen research and development activities that are tied to Maine businesses, and to industries that are critical to the future of Maine. The Board of Trustees committed an initial \$10.5 million at \$2.1 million a year for 5 years through FY 2019. Since 2015 the RRF has awarded a total of \$5.1 million in grants to UMS researchers and brought in a total of \$14,758,416 in external funding. During fiscal year 2017 a total of \$56,926,782 was received by the University of Maine from extramural sponsors, a 13% increase over FY 2016.

UMA President Rebecca Wyke gave an update on the progress of the Promise Grant Program that the University of Maine Augusta put in place in January 2017. The Promise Grant Program is specifically for adult learners who are Pell Grant eligible, which accounts for almost 70% of the University of Maine Augusta's student population. Promise Grant Programs are expected to start in other UMS campuses for Fall 2018. UMS is expecting at least 300 applicants who qualify to apply for the grant including 140 applicants at UMA, 84 applicants at UMPI, 22 applicants at UMM, and 54 applicants at UMFK.

VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION & TREASURER'S REPORT.

Mr. Ryan Low, Vice Chancellor for Finance and Administration & Treasurer, provided the following financial update. The Managed Investment Pool has a current market value of \$327 million. It returned 3.1% for the month of January. In the month of February it lost almost all of that return and regained about half of it back by March, bringing the fiscal year to date return total to 8%. The Pension Plan has a current market value of \$31 million. It returned 1.2% for the month of January. It is down an estimated 1% since then bringing the fiscal year to date return total to 4.5%. The Operating Fund has a current market value of \$334 million. It returned 0.7% for the month of January. It is down an estimated 0.4% since then bringing the fiscal year to date return total to 2.3%. This produced an estimated \$5.5 million in investment income through March 15, 2018 which is \$1.7 million in excess of the budget.

The FY 2018 forecasted operating results are \$5.0 million which is an improvement of \$3.1 million since the previous forecast and \$5.7 million compared to the budget. Although UM's total credit hours were below budget, the out-of-state credit hours exceeded budget by 7.9% resulting in tuition & fee revenue exceeding budget. As a result of this change in enrollment mix and other cost saving efforts, UM is projecting to increase capital investments and end the year with positive operating results of \$2.2 million. USM is now projecting positive operating results of \$830 thousand which is up from the previous forecast of \$78 thousand. Both the total credit hours and the number of out-of-state credit hours were below budget at UMF while the financial aid will exceeded budget and contributes to the projected loss of \$164 thousand. The Governance and Early College budgets continue to be on track.

VICE CHANCELLOR FOR ACADEMIC AFFAIRS' UPDATE. Dr. Robert Neely, Vice Chancellor for Academic Affairs asked Associate Vice Chancellor for Academic Affairs, Dr. Robert Placido to present information on the UMS cross listing strategy. Cross-listing also known as native credit is where one university the "host institution" provides instruction for another university which

would be the student's "home institution". The home institution enters the host institution's course in the system, as if the course belongs to the home institution. Positive outcomes from this strategy include strengthening a student's academic program by including a course or courses not taught by their home institution, resolving course scheduling conflicts, and it would utilize existing faculty, facilities and resources more efficiently. These courses will be generally offered online. Some outstanding issues are finding a way to provide a single student bill, academic governance, and some administrative functions such as grading. The Academic and Student Affairs Cross-System Sub-Committee along with a finance administration group and UMS-IT are working on several strategies to rectify the outstanding issues with this program.

UPDATES

Maine Center for Graduate Professional Studies

USM President Glenn Cummings and Mr. George Campbell, Interim CEO of Maine Center Ventures and President and CEO of the USM Foundation, provided an update on Maine Center for Graduate Professional Studies. Potential outcomes would be increased enrollment, improved student success and completion, and relevant academic programming. Mr. Campbell explained that the Maine Center Ventures (MCV) is negotiating a strategic partnership with the Maine Center for Entrepreneurs that would introduce them to a broader business community. Future goals include creating a steering committee that would act as an executive committee to a 140 person advisory council and would lead fundraising efforts to match the Alford grant.

UM Comprehensive Campaign

University of Maine and University of Maine at Machias President Susan Hunter provided the following update on the comprehensive campaign. The public phase of the Vision for Tomorrow Campaign was launched on Friday, October 13, 2017. At that point and time \$121 million of the \$200 million goal had already been raised. During the last quarter of 2017 another \$13 million was raised and is currently at \$134 million to date. In the fall of 2017 the University of Maine Foundation received a \$1 million matching gift from an anonymous donor. There have been over 200 donors who have made gift commitments totaling over \$3.8 million in response to the match. This has not only enriched current funds but has created approximately 35 new funds for the campaign.

Small Campus Advancement Initiative

Chancellor James Page established the Small Campus Advancement Team in late September 2017 to produce positive outcomes in fundraising and development and to explore the realities and potential for small campuses in the University of Maine System, namely University of Maine at Augusta, University of Maine at Farmington, University of Maine at Fort Kent, University of Maine at Machias, and University of Maine at Presque Isle.

UMF President Kate Foster and UMFK President John Short provided a summary of the team's final report. The group met initially in mid-October to organize its work to cast a net for conversations and materials, and to develop and administer a survey of small campuses to inventory capacity and identify issues. The group met again by in December and January to synthesize survey findings, assess options, and outline draft recommendations for review by campus constituents.

The group began by creating an inventory of current advancement resources and found together the five small campuses have 7.7 full time equivalent (FTE) devoted to advancement functions. Notably, only 3.3 factor this total which is an average of less than one FTE per campus, is targeted for fundraising. The remaining FTE are 1.9 for affiliated functions of alumni affairs, 1.5 for external and

public relations, and 0.8 for event planning. The fractions reveal that small campus operations have employees working in these areas wear multiple hats.

The four-year accumulation of total gifts ranges from \$971,300 (\$242,800 annual average) to \$2.8 million (\$926,300 annual average) across the small campuses. Growth in giving for nonprofits varied by size of organization, with smaller organizations performing less well in 2016 than did large organizations. Specifically, organizations with giving levels less than \$100,000 saw a year-over-year decline in giving of 10.4 percent compared to an increase of 1.2 percent for organizations raising \$100,000-\$500,000 and an increase of 8.6 percent for organizations raising more than \$500,000.

Team research identified six functions an advancement shop must deliver effectively to achieve fundraising goals on a regular and sustained basis which include research and prospecting, relationship building, data resources, needs assessment and case development, preparation and finally execution and follow up. The team identified human and financial resource needs that were common to every campus.

Recommendations for future growth include campus specific actions or in collaboration with the other small campuses. They noted that past collaborations with USM and UM have been beneficial. The team recommends system wide support for several functions targeted to the small campuses, but potentially of value to all units in UMS. System wide recommendations include clarifying policies for grant seeking, support of a workshop series, and funding CASE memberships for the small campuses.

ACTION ITEM

Appointment of the Clerk of the Board of Trustees.

Chief of Staff and General Counsel, James Thelen explained that Section 2.2 of the Bylaws of the Board of Trustees provides that the Board will appoint a Clerk who serves at the pleasure of the Trustees.

Ms. Ellen Doughty has worked with the Board of Trustees office since September 2002, assuming progressively greater responsibilities over time, including her role as Interim Clerk of the Board since July 1, 2017. Before working for the Board Ms. Doughty held positions in Development at the University of Maine and in the System Office of Human Resources. She is a graduate of the University of Maine at Augusta.

The Interim Clerk appointment was for a nine-month period, which expires March 31, 2018. The Board now wishes, on the recommendation of Chief of Staff and General Counsel James Thelen and UMS Chancellor James H. Page, to appoint Ms. Doughty to the regular Clerk role, effective April 1, 2018 and subject to the normal UMS Management Group terms and conditions of employment, including as set forth in the UMS *Handbook for Non-Represented Faculty and Salaried Staff*.

On a motion by Trustee Fournier, which was seconded by Trustee Martin, the Board of Trustees appointed and directed that Ellen Doughty be sworn in as Clerk of the University of Maine System Board of Trustees effective April 1, 2018 and to serve at the pleasure of the Trustees.

Approval of Appointment to the UM Board of Agriculture.

Chancellor James Page explained that in 1998 the Maine Legislature formed the Board of Agriculture to advise the Chancellor and the University of Maine President on matters concerning agricultural

research and extension. The legislation forming the board stipulates that members of the board serve five-year terms. They may be reappointed or replaced at the end of that five-year period.

The legislation also stipulates that two research faculty members associated with agricultural research at the University of Maine serve on the Board of Agriculture, with the approval of the Board of Trustees of the University of Maine System. Last year the Board of Trustees approved Dr. Ellen Mallory to succeed Dr. Lois Berg Stack, who retired at the end of 2016. There was an oversight in the fact that Dr. Stack was appointed to complete the five-year term of Dr. Vivian Wu, the preceding appointee, whose term began March 20, 2013. That term ends March 19, 2018. Therefore, it is recommended that Dr. Ellen Mallory, Associate Professor of Sustainable Agriculture and Extension Sustainable Agriculture Specialist, be approved to a new five-year term beginning March 20, 2018 and ending March 19, 2023.

On a motion by Trustee Martin, which was seconded by Trustee Turner, the Board of Trustees approved the following research faculty appointment to the UM Board of Agriculture: Dr. Ellen Mallory for a five-year term beginning March 20, 2018 and ending March 19, 2023.

Approval of the Board Meeting Calendar 2018-2019 & 2019-2020.

Chancellor Page stated that in accordance with the University System's Charter and the Board's By-laws, the proposed calendar is submitted for approval. In order to allow as much flexibility as possible in planning schedules, the proposed calendar has been developed on a 2-year cycle.

The Board of Trustees Retreat and BOT/BOV Summits have been added to the Board Calendar.

2018-2019	2019-2020 (proposed)
July 16, 2018 hosted by UMS @ UM	July 15, 2019 hosted by UMS @ UM
September 16-17, 2018 @ UMPI	September 15-16, 2019 @ TBA
October 21-22, 2018 – BOT Retreat	October 20-21, 2019 – BOT Retreat
November 5, 2018 – BOT/BOV Summit	November 4, 2019 – BOT/BOV Summit
November 18-19, 2018 @ UMS @ UM	November 17-18, 2019 @ TBA
January 27-28, 2019 @ UM	January 26-27, 2020 @ UM (tentative)
March 24-25, 2019 @ UMM	March 15-16, 2020 @ TBA
May 19-20, 2019 @ UMA	May 17-18, 2020 @ TBA
June 3, 2019 – BOT/BOV Summit	June 1, 2020 – BOT/BOV Summit

On a motion by Trustee Turner, which was seconded by Trustee Timm, the Board of Trustees approved the Board of Trustees meeting calendar for 2018-2019 and 2019-2020, as presented.

Approval of the BOT/BOV Executive Committee Charter and Calendar of Collaboration.

Chancellor Page explained the Board of Trustees and the Boards of Visitors of the seven universities have been actively engaged in collaboration since 2013. In November of 2014 the Board of Trustees approved the Board of Trustees/Boards of Visitors Executive Committee Charter and an associated annual calendar of collaborative efforts.

The BOT/BOV Executive Committee recently reviewed the charter and the calendar of collaboration and recommends approval of a revised document. There are no major substantive changes to the charter, but it will better reflect the mission focus of the work and current practices. The revised calendar of collaboration reflects the increased activity of collaboration.

On a motion by Trustee Timm, which was seconded by Trustee Coombs, the Board of Trustees approved the revised Board of Trustees/Boards of Visitors Executive Committee Charter and Calendar of Collaboration.

Approval of Proposed Board Policy 214 – Institutional Authority on Political Matters

Chief of Staff and General Counsel, James Thelen explained the process for development of the proposed policy. In December 2016, the UMS Board of Trustee Executive Committee charged an Ad Hoc Committee to review and recommend, as it deemed necessary, changes to Board and System policies on freedom of speech, civility, and political impartiality. The committee, consisting then of Trustees Erwin and Johnson, Presidents Cummings and Huseman (then President of the University of Maine at Machias), and the Chancellor and Chief of Staff (COS) and General Counsel Thelen, proposed and the Board adopted, at its March 2017 meeting, changes to Board Policy 212 to address freedom of speech, academic freedom, and civility issues.

The ad hoc committee, with President Foster replacing former President Huseman in July 2017, continued its work to develop appropriate guidelines for institutional political activity and impartiality. The committee convened via conference call in May, August, and October 2017 to discuss the developing draft policy, which Chancellor Page and Mr. Thelen reviewed on a monthly basis, beginning in February 2017, with the Presidents' Council.

Based on the above-described policy development work, Mr. Thelen presented at the November 2017 Board meeting a draft proposed new Board policy, "Institutional Authority on Political Matters." Mr. Thelen also met in advance with the Board's Student and Faculty Representatives to discuss the proposed policy and answer questions. Board of Trustee Faculty Representatives requested that the Board permit further discussion of the policy at the January 2018 Academic and Student Affairs Committee meeting; Mr. Thelen led discussion of a second draft of the policy there, with changes to the original November 2017 policy draft made based on input from campus faculty bodies through the Board Faculty Representatives in the time between the November 2017 Board meeting and the January 2018 ASA meeting.

Though the policy was again briefly discussed at the January 2018 Board meeting, faculty representatives to the Board asked for more opportunity for input and additional changes. To accommodate the faculty's concerns, from mid-January through late February Mr. Thelen met personally with faculty (and faculty senates) from the University of Maine, the University of Maine at Augusta, the University of Southern Maine, the University of Maine School of Law, the University of Maine at Farmington, and the University of Maine at Machias to listen to faculty concerns, answer questions, and consider proposed additional changes and clarifications to the policy. Two additional discussions with all System presidents occurred, considering changes to the policy based on faculty input and further meetings with the Board's Ad Hoc Policy Development Committee.

Faculty Board Representatives and Student Board Representatives expressed concerns about the approval of the policy and asked the Board for more time for review of the proposed policy.

The policy proposal now before the Board for consideration for adoption includes substantial revisions suggested by Mr. Thelen based on substantial faculty input and reviewed and further revised based on the consensus consideration of the Board's Ad Hoc Policy Committee between March 4 – 13 and final review with System University Presidents on March 14.

On a motion by Trustee Fournier, which was seconded by Trustee Coombs, the Board of Trustees approved the Proposed New Board Policy 214 – Institutional Authority on Political Matters.

DISCUSSION ITEMS

Comprehensive Enrollment Management Review Team Final Report

Vice Chancellor for Finance and Administration and Treasurer Ryan Low provided an overview of the final report from the Comprehensive Enrollment Management Review Team. Members of the Team are Vice Chancellor for Academic Affairs, Dr. Robert Neely, Chief Student Affairs Officer, Ms. Rosa Redonnett, UM and UMM President Susan Hunter and Mr. Ryan Low. Mr. Low thanked the campuses for their participation in helping the Enrollment Management Team with information for the report. Last year's multi-year financial analysis of the seven campuses combined shows approximately a 7.5% increase in credit hours over the five years of the forecast. The team agrees that the enrollment assumptions are best developed at the campus level however this does effect the overall outcome across all campuses.

Dr. Robert Neely explained the team was asked to look at the planning process from both a System level and a campus level. This was not to validate enrollment levels but to find out what the enrollment management process is on both levels, whether the process is adequate, and to develop recommendations from that information. To do this the team took a three prong approach which included conducting a survey of each campus, conducting follow up interviews with the campuses and partnering with Hanover Research to look at best practices and to develop models based upon that information.

Recommendations

- Because enrollment management is a year round process, the team will provide support starting in July as the campuses begin the process to develop the five year projections. They will also offer numerous other opportunities throughout the year for the campuses to engage with the team.
- The team recommends collaboration among the campuses to incorporate mobility across the University of Maine system. They want to develop models and processes to calculate graduation rates so that if a student starts at one campus and ultimately graduates from another the original campus can still track that as a success.
- Enforcement of the UMS Enrollment Plan. The goal of this plan is to promote collaboration across all seven campuses. To work collectively not competitively and supplement the extensive work the campuses are already doing.
- Focus on data, institutional research and information technology. They will use data as a means to improve student success and campus decision making.
- More in-depth campus based discussions, strategies, and goals with the Trustees. This will form closer integration with the campus enrollment plans and strategic allocation process which will result in broader more aligned decision making.
- Put more focus into updating and revitalizing market research by looking at emerging trend summaries relevant to Maine and New England. Some of these trends include course delivery, student expectations, growing employment fields, and occupations requiring a Bachelor or higher degree.

CONSENT AGENDA

On a motion by Trustee Johnson, which was seconded by Trustee Collins, the items on the Consent Agenda were unanimously approved by the Board of Trustees as follows:

The Board of Trustees reviewed the following agenda items as forwarded by the Finance, Facilities, and Technology Committee to the Consent Agenda from its meeting on March 1, 2018:

Square Footage Increase and Donation Authorization, UM. The Board of Trustees approved the recommendation of the Finance, Facilities and Technology Committee to authorize the acceptance of the donation of a camp building increasing building square footage at the University of Maine by up to 750 square feet.

Marine Sampling Processing Shed, UMM. The Board of Trustees approved the recommendation of the Finance, Facilities and Technology Committee to authorize the increased footprint at the University of Maine at Machias of up to 400 square feet for a sample processing shed.

Gorham Athletic Fields LED Lighting Project – Hannaford, Baseball & Softball Fields, USM. The Board of Trustees approved the recommendation of the Finance, Facilities and Technology committee to authorize the University of Southern Maine to expend up to \$1,780,000 from a combination of private giving and institutional funds for the Gorham campus athletic fields LED lighting project.

The Board of Trustees reviewed the following agenda item as forwarded by the Academic and Student Affairs Committee to the Consent Agenda from its meeting on March 5, 2018:

Approval of the UMS Student Conduct Code. The Board of Trustees approved and ratified the updated University of Maine System Student Conduct Code, to go into effect July 1, 2018.

EXECUTIVE SESSION

On a motion by Trustee Turner, which was seconded by Trustee Fournier, and by unanimous vote of Trustees present, the Board of Trustees meeting went into Executive Session under the following provisions:

- 1 MRSA Section 405 6-A to discuss the evaluation of personnel and the consideration and discussion of appointments, employment and duties.
- 1 MRSA Section 405 6-E to consult with its attorney concerning legal rights and duties of the university.

On a motion by Trustee Coombs, which was seconded by Trustee Eames, and by unanimous vote of Trustees present, the Board of Trustees concluded the Executive Session.

ACTION ITEM

Approval of Tenure Nominations for 2018.

On a motion by Trustee Collins, which was seconded by Trustee Coombs, the Board of Trustees approved the recommendations for tenure submitted by the universities of the University of Maine System. Approvals will take effect September 1, 2018 for faculty with academic-year appointments and July 1, 2018 for faculty with fiscal-year appointments.

Approval of Tenure at the time of hire: USM Associate Dean of Nursing.

On a motion by Trustee Collins, which was seconded by Trustee Coombs, the Board of Trustees approved tenure at the rank of Associate Professor in the College of Science, Technology and Health at the University of Southern Maine to Dr. Sarah Wills, with tenure to be effective if/when the administrative position ends and she assumes a full-time faculty position at USM, in accordance with Board Policy.

Appointment of President at the University of Maine.

On a motion by Trustee Hood, which was seconded by Trustee Eames, the Board of Trustees authorized Chancellor Page to conclude negotiations and execute a contract with the selected candidate.

DATE OF NEXT MEETING

The next meeting of the Board of Trustees will be held on May 20 & 21, 2018 hosted by the University of Maine Fort Kent.

Adjournment

Heather A. Massey for

Ellen N. Doughty, Interim Clerk