

UNIVERSITY OF MAINE SYSTEM

Board of Trustees Meeting

at the University of Maine System
Rudman Conference Room, 253 Estabrooke Hall, Orono

August 20, 2018

Finance/Facilities/Technology Committee

Present: Committee Members: Norm Fournier (Chair Pro tem), James Donnelly, Sam Collins (at UMPI), Kelly Martin (by phone), David MacMahon (at USM), and James Erwin (at USM). **Chancellor:** James Page. **Faculty Representatives:** Patti Miles. **Student Representatives:** Evan Zarkadas (at UMPI). **Presidents:** Rebecca Wyke, Joan Ferrini-Mundy, Ray Rice, and Glenn Cummings (at USM). **System Staff:** Chip Gavin (at USM), Ryan Low, David Demers, Ellen Doughty, Sam Warren (at USM), and James Thelen (at USM). **Other Participants:** Tim Brokaw, John Rebar, Claire Strickland, Debbie Roark, Ben Shaw, Jason Johnston, Carolyn McDonough, Beatrice Fevry (by phone), and Laurie Gardner (at UMF).

Committee Members Absent: Karl Turner, Gregory Johnson, and Mark Gardner.

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

Projects with a Value of \$250,000 or Greater. Dr. David Demers, Chief Information Officer, provided information on the following projects with a value of \$250,000 or greater.

Classrooms for the Future project completion has increased from 77% complete in May to 79% percent complete in July. The Summer 2018 equipment orders have been received and the furniture orders are arriving prior to August 24, 2018. Installations have been scheduled for all campuses with a target of 87 classrooms. The need for testing and remediation of asbestos containing materials at USM is slowing project progress at that campus. UMS Information Technologies (UMS IT), USM Facilities Management, UMS Capital Planning and Project Management, and UMS Safety Management are collaborating with the Wireless Infrastructure Project to mitigate these issues.

The Wireless Infrastructure project completion has increased from 56% complete in May to 74% percent complete in July. The focus this Summer has been on UMF, UMM, UMFK, UMPI, USM, and UM. The need for testing and remediation of asbestos containing materials is slowing progress at USM. Because of budgeting constraints UMS IT is not able to remove all of the aged architecture on campuses. This means that USM will have to maintain parallel wireless networks for a period of time due to phased funding.

The Human Resources (HR) Upgrade project completion increased from 90% complete in May to 100% complete in July. The HR Upgrade Project was successfully completed on June 12, 2018 and the project is now closed. The budget for the project was \$480,000. The resources were focused on prioritized HR enhancements such as HireTouch integration, eStudent hiring, employee onboarding, online forms with a set workflow, and a work center to support payroll processes.

The MaineStreet Improvements project has not increased from 20% complete in May. The Campus Solutions 9.2 upgrade scope of work has been completed. Goals and next steps are to complete migration, leverage embedded tools, leverage an improved user interface, and inventory the current catalog of customizations to the platform. The target go-live for this project is Spring 2019. The

request for proposal (RFP) for a 3rd party PeopleSoft UX enhancement is in development. This enhancement will improve usability, navigation, and utility of the MaineStreet environment.

Establishment of Dr. Robert Vinton Akeley Chair of Agricultural Science & Agribusiness at UMPI. University of Maine at Presque Isle (UMPI) President Ray Rice provided an overview of the establishment of the Dr. Robert Vinton Akeley Chair of Agricultural Science & Agribusiness. It was established at the Foundation of the University at Presque Isle in June 2018, with a gift from Mary Barton Akeley Smith, in honor of her father, Dr. Robert Vinton Akeley, and in memory of her husband, Rodney Smith.

The purpose of this endowed chair is to build upon the new academic program of Agricultural Science and Agribusiness within the College of Arts and Sciences at the University of Maine at Presque Isle. The initial gift will provide seed funding to support start-up costs of the program over a four-year period, with the balance to be held in an endowment. Critical seed funding will support the initial salary and benefits for the Named Chair during the first four years, as well as equipment for the program and the greenhouse, and summer research fellowships.

On a motion by Trustee Donnelly, which was seconded by Trustee Collins, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the September 16-17, 2018 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees accepts the recommendation of the Finance, Facilities, Technology Committee and approves the establishment of the Dr. Robert Vinton Akeley Chair of Agricultural Science & Agribusiness, University of Maine at Presque Isle.

FY2019 Finance, Facilities & Technology Committee Work Plan. Mr. Ryan Low, Vice Chancellor for Finance and Administration & Treasurer, provided an overview of the FY2019 Finance, Facilities, & Technology Committee Work Plan. Annually a work plan for the Finance, Facilities & Technology Committee is formulated. The work plan is intended to cover both action items required for governance of the University of Maine System and those topics of importance and interest to the Board of Trustees. This information has been prepared for inclusion in the September 2018 Board of Trustee meeting materials.

Master Plan Acceptance, UMPI. UMPI Chief Business Officer Mr. Ben Shaw provided information to the Committee on the UMPI 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. The University of Maine at Presque Isle initiated a master planning process in the fall of 2016 and completed this process with a final presentation to the campus community in August 2018.

This plan establishes general concepts of site and facility organization to be undertaken on the campus over time. An underlying structure in the plan is as each project is implemented the project is evaluated to ensure it accomplishes the intended goals of the Master Plan. The Campus Plan balances transformative aspirations and strategic improvements to key areas of the campus that are realistically achievable within the financial and operational constraints of a public university. The main goals of the UMPI Master Plan include: improving on site lighting, addressing deferred maintenance needs, increasing identity from Route 1, improving public assembly spaces, identifying the best locations for future growth, leveraging existing facility square footage and reducing the resident versus commuter student paradigm.

On a motion by Trustee Donnelly, which was seconded by Trustee Collins, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the September 16-17, 2018 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees accepts the recommendation of the Finance, Facilities, Technology Committee and Trustees acknowledges the campus master plan from UMPI 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.

Lease Request, UM, Cooperative Extension. UM Executive Director of the Cooperative Extension Mr. John Rebar provided information on the following lease request. The University of Maine System acting through the University of Maine requests authorization to enter into a lease with the University of Maine Foundation for existing and additional space at the Tidewater Village site at 75 Clearwater Drive, Falmouth, Maine. This request is pursuant to Board of Trustees Policy 802, which requires leases with a total value equal to or greater than \$100,000 or a term equal to or greater than five years to be considered by the Board of Trustees or its Finance, Facilities and Technology Committee. This lease has a potential term of as long as 12 years and a value of as much as approximately \$322,000. In this case, the request is to approve and to forward this matter to the Consent Agenda of the Board of Trustees.

The proposal is to renew and formally increase the space subject to the agreement to 718 square feet starting this year and ending 2021, with three discretionary extensions of three years each. The University specifically proposes to lease office numbers 7, 8 and 9 along with an office/reception area within Unit 8-A in the Tidewater Village at a starting annual base rent of \$26,840. No increase in cost to the University is anticipated.

On a motion by Trustee Donnelly, which was seconded by Trustee Collins, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the September 16-17, 2018 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees accepts the recommendation of the Finance, Facilities, Technology Committee and authorizes the University of Maine System acting through the University of Maine to enter into a lease as the lessor with the University of Maine Foundation as the lessee for space located in the Tidewater Village Condominium in Falmouth, Maine, specifically office numbers 7, 8 and 9 along with an office/reception area within Unit 8-A, subject to review and approval of all final terms and conditions by the University of Maine System Treasurer and General Counsel.

Greenhouse Construction, UMPI. Mr. Ben Shaw provided information to the Committee about the University of Maine System acting through the University of Maine at Presque Isle requesting authorization to expend up to a maximum of \$850,000 to construct a new teaching and research greenhouse on the main campus in Presque Isle. Funding for this will be covered primarily through private gifts, grants and campus resources, \$575,000 of which already has been secured from various sources.

This request is pursuant to Board of Trustees Policy 701 Financial Affairs, 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 purview of the Finance, Facilities and Technology Committee.

To date, nearly \$575,000 has been secured from external sources, including the Maine Economic Improvement Fund (MEIF), with additional amounts slated to be finalized in the coming weeks and months. Construction of the greenhouse will not commence until sufficient external resources have been raised to cover the entire cost of the construction. Pending this approval, the project will be re-bid with intent to begin construction during the spring or summer of 2019.

On a motion by Trustee Donnelly, which was seconded by Trustee Martin, and approved by all members present, the Board of Trustees, acting through the Finance, Facilities, & Technology Committee authorizes the University of Maine at Presque Isle to expend up to \$850,000 in grant, private gifts and campus funds for the construction of a new teaching greenhouse.

Capital Project Status Report. UMS Director of Capital Planning and Project Management, Ms. Carolyn McDonough, provided a capital projects status report. The report reflects a total of 16 projects, with one new project having been added since the previous report. Two projects will be removed from the next subsequent report due to completion. They are: UMaine's Memorial Union Bear's Den Renovations project, and UMM's Card Access Project. The Engineering Education and Design Center project continues in the design stage working toward a completion of Schematic Design in the coming months. As the project moves into final estimating of the Schematic Design phase the team is working to hire a construction manager at risk firm to provide pre-construction services and serve as a team member alongside the designers and campus committee members. The interested firms provided submissions for review on July 24th, 2018 and the building committee is in the selection process for a finalist.

Executive Session.

On a motion by Trustee Donnelly, which was seconded by Trustee Collins, the Finance, Facilities, & Technology Committee agreed to go into Executive Session under provisions of:

- 1 MRSA Section 405 6-C to discuss the condition, acquisition or disposition of real property or economic development if premature disclosure of the information would prejudice the competitive or bargaining position of the UMS.

On a motion by Trustee Donnelly, which was seconded by Trustee Collins, the Finance, Facilities, & Technology Committee concluded the Executive Session.

Additional information about the meeting can be found on the Board of Trustees website:
<http://staticweb.maine.edu/wp-content/uploads/2018/08/FFT-meeting-materials-081018.pdf?0d0f03>

Adjournment.

Heather A. Massey for
Ellen N. Doughty, Clerk