

# UNIVERSITY OF MAINE SYSTEM

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

May 3, 2019

## **Finance/Facilities/Technology Committee**

**Present: Committee Members:** Karl Turner, Chair; Norm Fournier, Kelly Martin (by phone), Grog Johnson (by phone), Jim Erwin (at USM), and David MacMahon (at USM). **Faculty Representatives:** Patti Miles and Clyde Mitchell (at UMA). **Student Representatives:** Teresa Plummer (at USM). **Presidents:** Becky Wyke (at USM), Eric Brown (at UMF), Glenn Cummings (at USM) and Ray Rice (at UMPI). **System Staff:** Chip Gavin, Ryan Low, David Demers, Ellen Doughty, Miriam White, and Tracy Elliott. **Other Participants:** Claire Strickland, Ben Shaw, Carolyn McDonough, Pam Ashby (at UMFK), Debbie Roark, Buster Neel (at UMA), Glenn Taylor, Dan Sturup, Nancy Davis Griffin (at USM), Jeff McKay (at UMF), John Souther (at USM), Laurie Gardner (at UMF).

**Committee Members Absent:** Jim Donnelly, Mark Gardner, and Sam Collins.

Trustee Turner, Chair, 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 projects with a value of \$250,000 or greater.

Classrooms for the Future project completion has stayed at 87% complete from February to April 2019. Non movement is due to administrative work being done to prepare for Summer 2019 projects. The revised budget of \$4.945 million for the project reflects the additional \$582,730 allocation provided from project contingency funds, which has allowed for additional sites and rooms to be included in the project. Project plans and budgets have been created and orders are being placed in preparation for the Summer 2019 work. Some risks include asbestos testing and abatement considerations for USM, along with high anticipation for additional funding to complete the full series of projects.

The Wireless Infrastructure project completion has increased from 82% complete in February 2019 to 85% complete in April 2019. The revised budget of \$13.2 million reflects the additional \$415 thousand in contingency funds that will be infused back into the project. UMF underground fiber replacement, along with projects at UMFK, UMPI and UM have recently been completed. Current work includes a fiber infrastructure project at UMF, along with additional projects at UM and USM. The need for testing and remediation of asbestos containing materials at USM has been identified and the USM project is still expected to be completed within the allocated timeline. Additionally, because of budgeting constraints UMS IT is not able to remove all of the aged architecture on campuses. This means that UMS will have to maintain parallel wireless networks for a period of time due to phased funding. There is high anticipation for additional funding to complete this effort.

The Human Resources (HR) Upgrade project completion increased from 98% complete in February 2019 to 100% complete in April 2019. Several enhancements including: Payroll Workcenter, automated time reporter set up, benefits auto enrollment, Roth IRA option for retirement plans, direct deposit notification, HireTouch integration, and eStudent rehire/new hire process expansion, automated life event processing, customized online forms with workflow, and auto-notification processes have been completed.

The MaineStreet Improvements project report shows that the Campus Solutions (CS) upgrade to move from version 9.0 to version 9.2 is 65% complete and the Peoplesoft User Experience (UX) enhancement project is 15% complete. Both of these projects work in tandem to enhance the overall core Peoplesoft environment that the UMS students, faculty, and staff use on a daily basis. The upgrades will make the program much more mobile friendly and add additional automations. The CS 9.2 upgrade system integration testing, initial test to move to production, and PeopleSoft portal upgrade to support the new navigation have all been completed. The contract for a 3<sup>rd</sup> party UX enhancement application has been executed with HighPoint CX. Additionally, initial requirement gathering for the initial implementation plan and establishment of project teams for evaluation and initial rollout have been completed.

The VoIP Implementation for UMF and UMPI are underway. At UMF the plan to migrate select analog phones to IP Voice Gateways to mitigate ongoing failure of the legacy Avaya System is completed. The Gateway devices have been ordered and deployed and the initial migration of life safety lines has been completed. At UMPI the migration plan to target deployment in buildings with recently upgraded infrastructure has been completed. The full rollout of VoIP will occur on a building-by-building basis based on infrastructure capacity and will take up to 2 years for full completion. Additionally, the plan for UMF will require multiple transitions for end users.

**FY2020 Proposed Operating and Capital Budget and Student Charges – 2<sup>nd</sup> Reading.**

UMS Vice Chancellor for Finance, Administration & Treasurer, Mr. Ryan Low presented the second reading of the FY2020 Proposed Operating & Capital Budget and Student Charges for the University of Maine System to the Finance, Facilities, and Technology (FFT) Committee. The first reading of the proposed FY2020 budget occurred at the March 19, 2019 full day FFT Committee meeting. There have not been substantial changes to the proposed budget since the first reading in March.

On a motion by Trustee Fournier, which was seconded by Trustee Erwin, the Finance, Facilities and Technology Committee agreed to forward this item to the May 19-20, 2019, 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 FY2020 Proposed Operating & Capital Budget, Recommended Amended Student Charges, and proposed Transfers from Institutional Reserves including Budget Stabilization Funds.

**Naming of Facility, UMPI.** UMPI President Ray Rice, UMPI Chief Business Officer, Mr. Ben Shaw, and UMPI Executive Director of University Advancement and External Affairs, Ms. Deborah Roark presented information on the naming of the greenhouse facility at UMPI. This request is pursuant to Board of Trustees Policy 803 to name the greenhouse facility at UMPI as “The Zillman Family Greenhouse.” This is a new facility, approved previously by Trustees, for which ground was broken in April 2019. In addition to other information intended to guide the naming of facilities, Board Policy 803 states, in part, that facilities may be named for any individual, living or dead, except for current employees or current members of the Board of Trustees and provides that facilities may be named for, or on the recommendation of, a major contributor to the cost of the facility. A contribution equivalent to at least 25 percent of the project cost is suggested for a naming gift for a physical facility. In the current instance, the naming of the facility is in connection with a gift from

Linda G. and Donald N. Zillman, who are gifting \$110,000 for this project. The gift agreement includes the naming commitment.

On a motion by Trustee Fournier, which was seconded by Trustee Martin, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the May 19-20, 2019, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the recommendation of the Finance, Facilities and Technology Committee to authorize the naming of the greenhouse facility at the University of Maine at Presque Isle to be known as “The Zillman Family Greenhouse,” subject to review and approval of the final naming determination and the fulfillment status of the underlying gift agreement by General Counsel and the University Treasurer.

**Ricci Lecture Hall Renovation Increase, USM.** USM President Glenn Cummings and UMS Executive Director of Facilities Management, Mr. John Souther provided information on USM’s request to increase the total authorization for the Ricci Lecture Hall Renovation project by \$180,000, for a new total of up to \$680,000. The additional funding to complete this project comes from Campus E&G funds. The increase is due to increased costs in the current construction market. As project approval was granted, design continued and was completed. A major portion of the work was put out to bid in March and the bids reflected increased costs due to tight construction market conditions. Based on the bid results, the project is currently estimated at \$680,000. USM administration has identified additional funding to complete the project.

On a motion by Trustee Fournier, which was seconded by Trustee Erwin, the Board of Trustees, acting through the Finance, Facilities, & Technology Committee, authorizes the University of Maine System acting through the University of Southern Maine to increase the total project authorization for the Ricci Lecture Hall Renovation project by \$180,000 in Campus E&G funds to a new total of up to \$680,000.

**York Kitchen Hood Replacement Increase, UM.** UM Chief Business Officer, Ms. Claire Strickland provided information on the UM request to increase the total authorization for the York Hall Kitchen Hood Replacement project by \$400,000, for a new total of up to \$950,000. The additional funding comes from Campus Auxiliary Reserves and will cover the costs to complete the necessary work. The increase is primarily due to expanded needs of the facility which were identified during the design and investigation phase of the project; including structural improvements, new electrical panels and necessary finish work. Additionally, the estimated cost for the work has increased based on overall market conditions in Maine

On a motion by Trustee Fournier, which was seconded by Trustee Johnson, the Board of Trustees, acting through the Finance, Facilities, & Technology Committee, authorizes the University of Maine System acting through the University of Maine to increase the total project authorization for the York Hall Kitchen Hood replacement project by \$400,000 in Campus Auxiliary Reserves to a new total of up to \$950,000.

**Space Reduction Budget Request, UMS.** UMS Chief General Services Officer, Mr. Chip Gavin provided information on the request to proceed with the effort to constrain facility growth and reduce the space occupied by the UMS with the ultimate goals of better positioning the UMS to recruit and retain talented students, staff and faculty and to provide affordable, quality higher education. This is a request to authorize funding for the further removal by demolition of facility space statewide as approved by the Board of Trustees in principle in January 2018. As part of the current phase, an initial group of 27 demolition projects totaling approximately 181,000 Gross Square Feet (GSF) of space that have been proposed by campuses in response to the Trustee’s initiative. This request is for

funding of the initiative. Any individual project of sufficient scope or scale to warrant Trustee consideration pursuant to the customary capital project approval procedures will additionally be considered per those procedures.

On a motion by Trustee Fournier, which was seconded by Trustee MacMahon, the Finance, Facilities and Technology Committee agreed to forward this item to the Consent Agenda at the May 19-20, 2019, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the recommendation of the Finance, Facilities and Technology Committee and authorizes the University of Maine System to expend up to \$3.4 million from the Trustees' Strategic Investment Funds during FY2020 and FY2021 for the reduction by demolition of University facility space statewide.

**Capital Project Status Report and Bond Projects Report.** UMS Director of Capital Planning and Project Management, Ms. Carolyn McDonough provided an overview of the Capital Projects and Bond Projects reports. The Capital Project report reflects a total of 21 projects, with no projects having been removed since the previous report, and one new project having been added. The Bond Projects report outlines the four projects listed in the Capital Project report have or will receive designated funds from the general obligation bond that was approved by voters in November, 2018. An additional four projects which are receiving funds from the bond but which do not rise or have yet to rise to the level of Trustee consideration also are in progress.

**1 Year Capital Plan, UMS.** Mr. Chip Gavin provided information on the details of the capital investment portion of the FY2020 proposed annual operating budget. The FY2020 budget being considered by Trustees includes \$15,591,188 for capital investments from Operations and, of that amount, \$7,635,154 is slated for specific capital facility improvements (including some IT). Beyond the FY2020 operating budget, a variety of additional resources are expected to be expended that will substantially increase capital investment in FY2020. The total identified FY2020 project expenditure/budgets across all funding sources is approximately \$50,000,000.

### **Executive Session**

On a motion by Trustee Fournier, which was seconded by Trustee Martin, and approved by all members present, the Finance, Facilities, & Technology Committee went into executive session under the following provision:

- 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 Erwin, which was seconded by Trustee MacMahon, the 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/2019/05/MtgMat-FFT-050319-rev-050219.pdf?0d0f03>

Adjournment.

Heather A. Massey for  
Ellen N. Doughty, Clerk