

University of Maine System
Board of Trustees

Finance/Facilities/Technology Committee
Duties and Responsibilities

Committee established: 1968

Last revised: 10/21/2008; 8/23/2010; 3/14/2011; 5/23/2011; 9/5/2013; 9/21/14; 8/27/14

Approved by the Board of Trustees: 5/23/2011; 9/23/2013; 9/22/2014

The Finance/Facilities/Technology Committee shall oversee the financial affairs together with personal and real property which has been given to the university by donors, other than endowment and other investment assets and except as may be otherwise determined by the Board of Trustees. The Committee shall also review and monitor the delivery of information technology (IT) by the University of Maine System (System), its scalability and determine the future state of that technology.

Committee Authority

Bylaw - Section 3

Charter - Section 4

Board of Trustee Policy Manual

Section 207: Signature Authorities

Section 700: Financial Affairs

Section 800: Facilities

Section 901: Information Security Policy

Section 1002: Environmental and Safety Policy

Delegation of Authority to the Finance/Facilities Committee Matrix

The primary duties and responsibilities of the Committee shall be to:

1. Prescribe the manner in which the accounts of the System shall be kept.
2. Review and recommend for approval the proposed annual capital outlay budget and appropriation request, prior to their submission to other state agencies and officials.
3. Review and recommend for approval construction of specific buildings and other capital improvements.
4. Oversee the System's land and buildings used to accomplish the institutional mission.
5. Review and recommend for approval the distribution of financial resources, including state appropriation.
6. Review and recommend for approval the annual budget, tuition, room and board, and student fees.
7. Review actual financial performance compared to budget during the course of the fiscal year.
8. Review the multi-year financial projection and structural gap analysis.

9. Accept and recommend for approval the annual report of Gift, Donations, and Bequests.
10. Recommend for approval the annual financial report, naming of facilities, and major fund raising campaigns expected to generate \$1,000,000 or more.
11. Oversee the strategic delivery of IT for the System, to include planning for solutions that ensure a return on investment and support the future state of the System.
12. Monitor the implementation of the MaineStreet enterprise solution and other system-level applications.
13. Ensure appropriate IT security measures are in place to adequately protect the system and its constituencies.

Membership of the Committee

The Finance/Facilities/Technology Committee shall be made up of at least three voting members of the Board of Trustees. The Chair and Vice-Chair of the Board and the Chancellor shall be ex-officio members, but the Chancellor shall have no vote. Faculty and student representatives to the Board may be members of the Finance/Facilities/Technology Committee, but have no vote.

Meetings

The meetings of the Committee ordinarily shall be called by the Committee Chair, but may be called by the Chair of the Board or a majority of the Committee.

Staff to the Committee

The Finance/Facilities/Technology Committee shall be staffed by the Vice Chancellor for Finance and Administration and Treasurer.