September 6, 2018

TO: Members of the Board of Trustees
    Faculty and Student Representatives

FR: Ellen N. Doughty, Clerk of the Board

RE: September Board Meeting

Enclosed are the materials for the Board of Trustees Meeting on Sunday and Monday, September 16-17, 2018, hosted by the University of Maine at Presque Isle. Directions are included in the Board meeting materials. Parking is available in the Center for Innovative Learning and Campus Center lots.

The Board Meeting materials are available on the Diligent portal, for those who have access, and in PDF format on the Board of Trustees website at: www.maine.edu/UMStreasmeetings

Live audio streaming will be available for the Board meeting on Sunday and Monday. The links to the live streaming and the captioning are on the Board of Trustees website at: www.maine.edu/board.

On Sunday, September 16th, the Board meeting will be called to order at 2:30 pm in the Alumni Room at the Campus Center. The Board will go directly into an Executive Session until 4:45 pm. At 5:00 pm the Board meeting will reconvene in the Campus Center Multi-Purpose Room with a meeting with the UMPI Board of Visitors. A reception in the Reed Art Gallery is scheduled for 6:00 pm, followed by dinner in the Campus Center Multi-Purpose Room at 7:00 pm.

On Monday, September 17th, the Board meeting will be called to order at 8:30 am with an opportunity for continental breakfast and networking starting at 8:00 am. The Board meeting on Monday will be in the Campus Center Multi-Purpose Room.

Meeting rooms have been reserved for the Faculty & Student Representatives if they would like to meet in their respective groups. These rooms are available starting at 1:00 pm on 9/16/18. The Faculty Representatives can meet in Room 118, Campus Center. Kay Kimball will meet with the Faculty Representatives at 1:30 pm. The Student Representatives can meet in Room 112, Campus Center. Rosa Redonnett will meet with the Student Representatives at 1:30pm.

Overnight accommodations for those that have requested, have been made at the Hampton Inn, 768 Main St, Presque Isle 04769, PH 207-760-9292
Incoming messages can be left with the UMPI President’s Office at 768-9525 or with Heather Massey at 991-4724 or Ellen Doughty at 949-4905.

In the event of a postponement, cancellation, or changes in the Board of Trustees meeting, a message will be recorded on the Board Office telephone (581-5844). In addition, every effort will be made to personally contact the Board of Trustees, the Presidents, and the Faculty and Student Representatives.

cc: Chancellor James H. Page
    University Presidents
    System Staff
Directions to University of Maine at Presque Isle
181 Main Street
Presque Isle, ME 04769

Take Interstate 95 north to exit 302, the Houlton/Presque Isle exit, and continue north on U.S. Route 1. The campus is on your left as you enter Presque Isle, 40 miles north of Houlton. (Note: There will be a “Y” in the road at the blinking traffic light in Mars Hill, be sure to bear left to stay on Route 1.)
UMS Board of Trustees Meeting
University of Maine at Presque Isle
Multi-Purpose Room - Campus Center
September 16-17, 2018

AGENDA

Meeting Room for Faculty Representatives – Room 118, Campus Center
1:30 pm - 2:30 pm - Kay Kimball meeting with Faculty Representatives

Meeting Room for the Student Representatives – Room 112, Campus Center
1:30 pm - 2:30 pm - Rosa Redonnett meeting with Student Representatives

(These rooms are available starting at 1:00 pm on 9/16/18.)

Sunday - September 16, 2018

Call to Order @ 2:30 pm - Alumni Room, Campus Center
The Board will go directly into executive session.

Executive Session from 2:35 pm to 4:45 pm - Alumni Room, Campus Center

Call to Order/Reconvene Public Meeting @ 5:00pm

BOT/BOV Meeting @ 5:00 pm
Tab 2 - Meeting with UMPI BOV

Reception @ 6:00 pm - Reed Art Gallery (Cash Bar)
(By Invitation Only)

Dinner @ 7:00 pm - Multi-Purpose Room, Campus Center
(By Invitation Only)

Monday - September 17, 2018

Coffee & Networking @ 8:00 am
Call to Order/Reconvene @ 8:30 am

Citizen Comment
The Board of Trustees provides time for citizen comment prior to the business agenda at each meeting. The Chair of the Board will establish time limits (usually three minutes per person) and determine any questions of appropriateness and relevancy. Personnel decisions, collective bargaining issues, grievances, litigation and other areas excludable from public discussion under the Maine Freedom of Access Law shall not constitute appropriate matters for such input. A person who wishes to speak during the citizen comment period should arrive prior to the meeting start time and sign up on a sheet provided, indicating name and topic of remarks.

Chair’s Report (30 minutes)

Chancellor’s Report (45 minutes)

Vice Chancellor for Finance and Administration & Treasurer’s Report (25 minutes)
Tab 3 - Financial Update
Tab 12 - Employee Health Plan Task Force Scorecard
Consent Agenda (10 minutes)
Action items from the August 20, 2018 Finance, Facilities & Technology Committee Meeting:
Tab 1 - Establishment of the Dr. Robert Vinton Akeley Chair, UMPI
Tab 4 - Master Plan Acceptance, UMPI
Tab 5 - Lease Request, UM Cooperative Extension

Action items from the September 13, 2018 Finance, Facilities & Technology Committee Meeting:
Tab 6 - Short-Term Housing, UMA

Action items from the September 11, 2018 Academic and Student Affairs Committee Meeting:
Tab 7 - UMPI Academic Program Approval - Agricultural Sciences and Agribusiness

Action Items
Tab 8 - Acceptance of Minutes (5 minutes)
Tab 9 - Tenure at Time of Hire, UM (5 minutes)

Discussion Items
Tab 10 - Revised Board of Trustee Policy 311, Intra-System Student Exchange (30 minutes)
Tab 11 - UMPI & UMFK Nursing Cohort Update (20 minutes)

Lunch Break (20 minutes) (Timing of the lunch break will be at the discretion of the Chair.)

Executive Session (1.5 hours) – Alumni Room, Campus Center

Date of the Next Meeting: November 18-19, 2018 at the University of Southern Maine hosted by UMS

Attachments:
UMPI BOV Membership List
Financial Update
- Managed Investment Pool
- Pension Fund
- Operating Fund
UMPI Master Plan
FY2019 Committee Work Plans
- Academic & Student Affairs Committee
- Finance, Facilities, Technology Committee
- Human Resources & Labor Relations Committee
Agenda Calendar
UM Tenure Background Information (Confidential)
Policy 311- Proposed Revisions
Employee Health Plan Task Force Scorecard Executive Summary
Stevens Commons Presentation, UMA
UMA Housing Cost Analysis Sheet

Reports:
UMS Interactive Dashboard
Capital Project Status Executive Summary
Capital Project Status Report

Presentations:

Tabs noted in red text are action items.
Note: Times are estimated based upon the anticipated length for presentations or discussion of a particular topic. An item may be brought up earlier or the order of items changed for effective deliberation of matters before the Board.
AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Establishment of the Dr. Robert Vinton Akeley Chair of Agricultural Science & Agribusiness, UMPI

2. **INITIATED BY:** James H. Page, Chancellor

3. **BOARD INFORMATION:**

   **BOARD ACTION:** X

4. **OUTCOME:**

   **BOARD POLICY:** 711- Named Chairs & Professorships

5. **BACKGROUND:**

   The Dr. Robert Vinton Akeley Chair of Agricultural Science & Agribusiness 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.

   A native of Presque Isle, Dr. Robert Vinton Akeley, started his career with potatoes at an early age since he was raised on a potato farm. He attended the University of Maine, graduating in 1937 with a B.S. degree in Agronomy, and in 1942 received the M.S. degree in Botany. Akeley was associated with the Federal Program of Potato Investigations as early as 1932, including conducting the Potato Breeding Program at the Aroostook Farm in Presque Isle. In 1956, he was transferred to Maryland as leader of the National Potato Breeding Program. Akeley was directly or indirectly responsible for the release of numerous new potato varieties, including but not limited to Boone, Cherokee, Delus, Early Gem, Kennebec, Merrimack, Pungo, Plymouth, Saco, and others. His work in potato breeding received international recognition, and he authored more than eighty publications. In 1967, the University of Maine recognized Dr. Akeley’s leadership and conferred on him an Honorary Doctor of Science degree and the Potato Association of America presented Dr. Akeley for Honorary Life Membership.

   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. The endowed resources will guarantee a strong future for the program, providing the person holding the Chair with additional resources for research (to include financial support for student research), industry partnership, and program development and delivery.
The position will be awarded to an outstanding scholar recruited to the University of Maine at Presque Isle or awarded on a competitive basis. Associate or full professors with specialization in any area of agricultural research and agribusiness shall be eligible. Successful candidates will have shown a consistently outstanding record of teaching, research, service to industry, and scholarship within the agricultural sciences field.

Appointments shall be for a term of five years, renewable. Current and previous holders of the chair are eligible without prejudice. Selection will be based on the professional credentials of the applicant and on the anticipated positive and meaningful impact of their future research endeavors. The Chair holder will be expected to maintain regular and substantive involvement in the University of Maine at Presque Isle’s greenhouse and Agricultural Science & Agribusiness Department. Application letters will identify proposed contributions to research and scholarship in the field, both at UMPI and externally.

A selection committee will be formed and charged according to the University of Maine’s standard policies and practices for such committees. This committee will include at least two University of Maine at Presque Isle faculty members, one representative from University of Maine Cooperative Extension, and one member of the University of Maine at Presque Isle Agricultural Advisory Council, to represent local agribusiness interests.

The principal shall be endowed and the distributions, as established by the Board of Directors of the Foundation of the University at Presque Isle, shall be used to support the needs of the Chair of the Agricultural Science and Agribusiness Program. Additionally, during the first four years of the new academic program, UMPI can request a distribution not to exceed the maximum amounts established in the gift agreement. Distributions from the endowed portion will begin to be paid out in the fifth year of the new program (FY2023). The administration of the fund shall be by the Dean of the College of Arts & Sciences, in consultation with the Chair of the Agricultural Science and Agribusiness Program.

Should it ever become impossible or impractical to carry out the purposes of this fund as described above, an alternative purpose that best fits the donor’s intent and wishes shall be designated by the President of the Foundation at the University of Presque Isle in its sole discretion after consulting with the President of the University of Maine at Presque Isle.

The Finance, Facilities and Technology Committee approved this recommendation to be forwarded to the Consent Agenda for Board of Trustee approval at the September 16-17, 2018 Board meeting.

6. TEXT OF PROPOSED RESOLUTION:

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

1. NAME OF ITEM: Meeting with UMPI Board of Visitors

2. INITIATED BY: James H. Page, Chancellor

3. BOARD INFORMATION: X

4. OUTCOME: BOARD POLICY:
   102 Charter, Section 4B.5

5. BACKGROUND:

   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 UMPI BOV will meet with the BOT for a discussion of campus BOV strategic goals and concerns.

Attachment:

UMPI BOV Membership List for 2018-2019 (confidential)

9/7/18
AGENDA ITEM SUMMARY

1. NAME OF ITEM: Financial Update

2. INITIATED BY: James H. Page, Chancellor

3. BOARD INFORMATION: X BOARD ACTION:

4. OUTCOME: BOARD POLICY:
   Enhance fiscal positioning

5. BACKGROUND:

   Vice Chancellor for Finance and Administration and Treasurer Ryan Low will provide a brief financial update at the September 16 & 17, 2018 Board of Trustees meeting.

Attachments:

Managed Investment Pool Flash Reports
Pension Fund Flash Reports
Operating Fund Flash Reports

9/7/18
AGENDA ITEM SUMMARY

1. NAME OF ITEM: Master Plan Acceptance, UMPI
2. INITIATED BY: James H. Page, Chancellor
3. BOARD INFORMATION: BOARD ACTION: X
4. OUTCOME: BOARD POLICY: Master Planning
5. BACKGROUND:

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.

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. Six of seven such campus master plans are either completed or in progress, including the plan from UMPI which is before the committee here.

In summary, the UMPI Campus Plan was developed from several concept alternatives that explored different configurations and responses to planning goals and drivers. The merits of each alternative were discussed with the Campus Master Plan Steering Committee and shared with the larger UMPI community through multiple open forum sessions held throughout the process. The preferred components of each alternative were assembled into a campus plan that was further refined into the final plan.

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.

9/7/18
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 Finance, Facilities and Technology Committee approved this recommendation to be forwarded to the Consent Agenda for Board of Trustee approval at the September 16-17, 2018 Board meeting.

6. TEXT OF PROPOSED RESOLUTION:

That the Board of 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.

Attachments:
UMPI Master Plan
AGENDA ITEM SUMMARY

1. NAME OF ITEM: Lease Request, UM, Cooperative Extension

2. INITIATED BY: James H. Page, Chancellor

3. BOARD INFORMATION: BOARD ACTION: X

4. OUTCOME: BOARD POLICY:
   Increase enrollment
   802 – Disposition of Real Property

5. BACKGROUND:

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 represents an annual increase in revenue to the University, the lessor in this instance, and recognizes changes that have been separately approved and implemented related to the unification of certain Foundation and Development office staff.

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 foundation in the past has leased approximately 350 square feet at the site from the University and also has use of common spaces that are shared with the University’s cooperative extension offices at the same site. The original lease started in 2011 and has been extended and modified from time to time since then as provided in the original agreement. The current annual cost after annual increases as provided in the lease is approximately $13,500.

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.

9/7/2018
The Finance, Facilities and Technology Committee approved this recommendation to be forwarded to the Consent Agenda for Board of Trustee approval at the September 16-17, 2018 Board meeting.

6. **TEXT OF PROPOSED RESOLUTION:**

That the Board of Trustees approves the recommendation of the Finance, Facilities and Technology Committee to authorize 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.
AGENDA ITEM SUMMARY

1. NAME OF ITEM: Short-Term Housing, UMA
2. INITIATED BY: James H. Page, Chancellor
3. BOARD INFORMATION: BOARD ACTION: X
4. OUTCOME: BOARD POLICY: Increase enrollment 801 - Acquisition of Real Property
   Improve student success and completion
5. BACKGROUND:

   The University of Maine System acting through the University of Maine at Augusta (UMA) requests approval to enter a lease for a 38-bed student housing facility located at 2 Coos Lane, Hallowell, Maine. The lease costs are to be paid by the University from student housing fees from residents of the facility and from tuition revenue associated with increases in credit hours resulting from the availability of the facility.

   This request is pursuant to Board of Trustee Policy 801, which requires Trustee approval for any real property lease of more than five years’ duration and $100,000 in value. The proposed lease would have a cost of approximately $1.5 million over the first five years. With optional renewals, the total cost and term could reach $5.3 million and 15 years.

   This effort is consistent with the priority outcomes set forth by the Board of Trustees to increase enrollment and improve student success and completion. In particular, the lease provides student residential housing for UMA’s Augusta campus and is intended to support enrollment growth in key academic programs including Aviation, Architecture, Music and Nursing. For example, assuming a 92 percent occupancy rate with 20 percent out of state students, this initiative is projected to yield an incremental 918 credit hours and approximately $300,000 in tuition and revenue annually.

   This request is also before Trustees in connection with the increase in space at UMA, albeit privately-owned leased space with termination options for the University and not an increase in permanent University-owned space. The proposed lease would involve a three-story, brick masonry, 18,000 square-foot building in a historic district.

   This initiative and request to enter this lease is also further consistent with the update provided to the FFT Committee in July 2018 and the guidance provided by the FFT Committee regarding housing at UMA in April of 2017.

   The lease would make available 20 furnished student residential units containing a total of 38 beds within the Stevens Building at the Stevens Commons, which is the former Stevens School Campus just off Winthrop Street in Hallowell. Thirty-two beds will be available on August 1, 2019 and the remaining beds will be move-in ready by January 1, 2020.
This student housing proposal is the result of a public, competitive solicitation (RFP2018-81) which was advertised by the University on May 24, 2018, and to which multiple responses were received. An award to Mastway Development, LLC, contingent on Trustee approval and other considerations, was issued on August 10, 2018.

This particular proposal emerged as the top-scoring proposal in that public, competitive process. The facility is in close proximity to Augusta’s I-95 interchanges and only 5 miles to the University of Maine at Augusta, with an average drive time of 10-12 minutes. The Kennebec Explorer also regularly stops within walking distance of Stevens Commons and also stops at the UMA Augusta campus.

The proposed lease would have an initial lease term of 5 years and would have a maximum estimated cost of approximately $1.5 million over that period. Two optional renewals of 5-years each are contemplated, and the maximum cost could reach $5.3 million if both are exercised. The cost includes an $84,132 cap in annual operating costs.

The initial term of the lease before Trustees today would commence on August 1, 2019. A security deposit of $25,650 is also due upon execution of the lease. In addition to the lease commitment, the University will also invest approximately $25,000 to furnish two common rooms and a small fitness area.

If the University chooses to terminate the lease before 5 years, it would be responsible to pay a termination fee as follows: after year 1, $220,000; after year 2, $165,000; after year 3, $110,000; and, after year 4, $55,000.

A protest was received in this matter from a non-selected bidder and the University’s determination has been upheld. That determination can yet be appealed under university policy. Barring any such further appeal being received by the University within the period allotted by policy, the text of the proposed resolution is below.

While the University at this time has not executed an agreement, pending Trustee approval, the private developer of the winning proposal may submit materials to the municipal planning board as soon as September 5 or shortly thereafter in order to present the project to that board at its meeting September 19, 2018. Those steps are intended to help achieve the timeline for UMA occupancy outlined in this document.

The Finance, Facilities and Technology Committee approved this recommendation to be forwarded to the Consent Agenda for Board of Trustee approval at the September 16-17, 2018 Board meeting.

6. TEXT OF PROPOSED RESOLUTION:

That the Board of Trustees approves the recommendation of the Finance, Facilities and Technology Committee to authorize the University of Maine System acting through the University of Maine at Augusta to enter a lease for student residential space with Mastway Development, LLC or its successor organization for an initial 5-year period, an initial cost of approximately $1.5 million and with optional renewals for a maximum term of 15 years and cost of up to $5.3 million, subject to review and approval of the final terms and conditions by the University of Maine System General Counsel and Treasurer.

Attachments:
Stevens Commons Presentation, UMA
UMA Housing Cost Analysis Sheet

9/13/18
AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Academic Program Approval: B.S. in Agriculture Sciences and Agribusiness at UMPI

2. **INITIATED BY:** James H. Page, Chancellor

3. **BOARD INFORMATION:**

   **BOARD ACTION:** X

4. **OUTCOME:** Relevant Academic Programming

5. **BOARD POLICY:** 305.2

6. **BACKGROUND:**

   The Vice Chancellor granted temporary approval to The University of Maine at Presque Isle (UMPI) for the new Bachelor of Science in Agriculture Sciences and Agribusiness, since the program meets a workforce development demand in the State of Maine. UMPI is proposing to modify the existing Sustainable Agriculture program from a concentration in Environmental Science to a B.S. in Agriculture Sciences and Agribusiness. The change was unanimously endorsed by the Chief Academic Officers Council. The new academic program is a partnership with The University of Maine (UM), UM Cooperative Extension, and many local agribusiness stakeholders and sectors in which UMPI can play an important role in utilizing land resources that will be a catalyst for food and fiber development in the Northeast United States. It is anticipated that the new B.S. program will substantially grow enrollment (goal of 10-15 students per cohort by 2020) and serve local and regional needs.

   UMPI’s proposal encompasses a solid agronomy foundation, application of technology and decision-making tools, and agribusiness to provide the basis for a career in production agriculture or agribusiness. This combination differentiates the program from other agriculture programs in the state, and furthermore presents the opportunity for continued collaboration with resources and expertise at UM, including UM Cooperative Extension, UM Department of Economics, UM Sustainable Agriculture, and the UM School of Biology and Ecology.

   This item will be discussed at the September 11, 2018 Academic and Student Affairs Committee meeting, and if approved by the Committee it will be forwarded to the Consent Agenda for Board of Trustee approval at the September 16-17, 2018 Board meeting.

7. **TEXT OF PROPOSED RESOLUTION**

   That the Board of Trustees approves the recommendation of the Academic & Student Affairs Committee and authorizes the creation of the Bachelor of Science Degree in Agriculture Sciences and Agribusiness for the University of Maine at Presque Isle.

9/7/18
AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Acceptance of Minutes

2. **INITIATED BY:** James R. Erwin, Chair

3. **BOARD INFORMATION:**
   - **BOARD ACTION:** X

4. **OUTCOME:**
   - **BOARD POLICY:**

5. **BACKGROUND:**
   
The following minutes will be presented to the Board of Trustees for approval at the September 16 & 17, 2018 Board meeting:

   July 16, 2018 – Board of Trustees Meeting
   August 20, 2018 – Finance, Facilities, Technology Committee Meeting

   The Board of Trustees website link to the minutes is: [http://www.maine.edu/about-the-system/board-of-trustees/meeting-minutes/](http://www.maine.edu/about-the-system/board-of-trustees/meeting-minutes/)

6. **TEXT OF PROPOSED RESOLUTION:**

   That the Board of Trustees approves the minutes as presented.

9/7/18
AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** UM Tenure at Time of Hire Request: Dr. Pascal Berrill

2. **INITIATED BY:** James H. Page, Chancellor

3. **BOARD INFORMATION:**
   - **BOARD ACTION:** X
   - **BOARD POLICY:** 310

4. **OUTCOME:** Relevant Academic Programming

5. **BACKGROUND:**

   The University of Maine (UMaine) has requested immediate tenure in the hiring of Dr. Pascal Berrill for the position of Associate Professor of Silviculture in the School of Forest Resources. Support letters from the Provost, President and peer committee will come forward with the full employment packet.

   Dr. Berrill currently holds the position of Silviculturist at Humboldt State University at the rank of Professor with tenure. Dr. Fred Servello, Dean of the College of Natural Resources, and Dr. Stephen Shaler, Director of the School of Forest Resources, have indicated that this hire is “keystone to a forest resources undergraduate program and critical to our graduate programs and forestry research.” Dr. Berrill has a strong record of research and grant support, including the ability to transfer $350,000 in existing funding to UMaine. Further, he has demonstrated excellence in the classroom and a track record of effective student mentoring. The School of Forest Resources is enthusiastic about this Dr. Berrill’s impressive background, as well as the opportunity to demonstrate UMaine’s commitment to supporting this industry sector in Maine.

   This request is in accordance with BOT Policy and the UMS Administrative Procedures Manual for Section 310; however, section 310 is written for granting tenure to a seasoned professional at the rank of full professor; specifically,

   “At the time of initial appointment, exceptionally qualified individuals may be awarded tenure at the rank of full professor, with the approval of the appointment by the Trustees. In other cases, as the institutions deem appropriate, full professors may receive an initial appointment without..."
tenure but, with Trustee approval at the time of their appointment, may be given the opportunity to apply for tenure during the second year of their appointment.

UMaine has indicated that Dr. Berrill’s record of activity “would easily exceed expectations for promotion and tenure in the School of Forest Resources…,” and recommends the rank of Associate Professor.

This item will be discussed at the September 11, 2018 Academic and Student Affairs Committee meeting, and if approved by the Committee it will be forwarded for approval by the Board of Trustees at the September 16-17, 2018 meeting.

6. **TEXT OF PROPOSED RESOLUTION:**

That the Board of Trustees accepts the recommendation of the Academic and Student Affairs Committee and approves tenure at the rank of Associate Professor of Silviculture in the School of Forest Resources at the University of Maine to Dr. Pascal Berrill with tenure to be effective (date), in accordance with Board Policy.

Attachments:
**UM Tenure Background Information (Confidential)**
AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Review of Proposed Revisions to Board of Trustee Policy 311

2. **INITIATED BY:** James H. Page, Chancellor

3. **BOARD INFORMATION:** X

   **BOARD ACTION:**

4. **OUTCOMES:**
   - Increase Enrollment
   - Improve Student Success & Completion

   **BOARD POLICY:**
   - 311 – Intra-system Student Exchange

5. **BACKGROUND:**

   Removing barriers to student access to university resources and programs across the System is a key goal of the Board’s student success priority outcome within the framework of the System’s One University initiative.

   To that end, Vice Chancellor for Academic Affairs Robert Neely has reported to the Board over the last year on efforts to implement pilot cross-listings of courses between UMS campuses. The goal of these efforts is to have courses from one System university catalog appear as courses in another System university catalog to facilitate the ability of students enrolled at one university to easily take courses from another System university. The key advantage for students is that cross-listing will allow them to seamlessly enroll in courses from other UMS campuses in the same manner as they would for a course on their home campus, i.e., no application process, no transfer requirements, and no financial aid impact. In addition, course cross-listing will facilitate automation of other administrative processes, such as tuition revenue sharing.

   Progress on the cross-listing initiative has been challenging and sporadic. The Board has been informed in recent meetings that current digital learning management systems software and the System’s MaineStreet student information system, as well as student financial aid requirements, operate in such ways as to frustrate or impede progress, and it is not apparent that all academic administrative stakeholders understand the Board’s resolve in this matter.

   By resolution at its July 2018 regular meeting, the Board of Trustees noted that existing Board Policy 311 addresses a UMS student’s ability to take courses at System universities other than the campus where he or she matriculated. Policy 311 was adopted in November 1990 and has not been substantively changed since then. Board minutes state that, at the time the policy was adopted, a UMS student from one System university who wished to take a course from a different UMS university was able to do so, but was treated as a transfer student and was required to wait to register until all students at that university had registered. The policy, stated in its entirety below, was adopted then to provide that students matriculating at one UMS
university be allowed to pre-register for courses at another UMS university and have the same privileges as students matriculated at that other university.

**Policy 311:**

*When a student in good standing who is matriculated at one University of Maine System institution registers for a course or courses at another University of Maine System unit, that student is to be afforded the same rights and privileges, including pre-registration and payment of tuition and fees, at the host institution as a student who is regularly matriculated at that unit. This policy does not alter any residency requirements that may be in effect at the student’s home institution.*

The Board noted too that the State University of New York System Board of Trustees in November 2016 adopted resolutions to update cross registration policies to permit SUNY students to take courses from any SUNY university without administrative burden or impact on financial aid eligibility. The SUNY Board Resolution recognizes that such cross registration enhances access, completion, and student success. (See [http://www.suny.edu/about/leadership/board-of-trustees/meetings/webcastdocs/Tab%2020%20Cross%20Registration%20Policy.pdf](http://www.suny.edu/about/leadership/board-of-trustees/meetings/webcastdocs/Tab%2020%20Cross%20Registration%20Policy.pdf))

The Board shares these same goals as reflected in its Priority Outcome to improve student success and completion within the One University framework.

So as to ensure that its System governance policies are properly aligned with and support the Vice Chancellor for Academic Affairs’ efforts to successfully implement cross-listing pilots and related System university academic collaboration efforts, and so that the System better realizes the intent of Policy 311, the Board requested that the Chancellor, acting through the Vice Chancellor of Academic Affairs, report at the Board’s September 2018 meeting with recommendations as to how Policy 311 should be revised to better support such efforts and maintain and best realize Policy 311’s intent.

Vice Chancellor Neely and Chief of Staff and General Counsel Thelen, with input from various academic stakeholders, prepared a revised policy. COS/GC Thelen circulated the draft to the Board’s Faculty and Student representatives and the UMS Presidents Council and discussed the draft with the Chief Academic Officers’ Council, all to invite input and comment in advance of discussion of the policy proposal at the September 11, 2018 Board Academic and Student Affairs Committee meeting.

COS/GC Thelen will lead a discussion of the proposed policy changes and input gathered from stakeholders, including from the September 11, 2018 ASA meeting.

Attachment:

*Proposed Board of Trustee Policy 311 - Intra-system Student Exchange*
AGENDA ITEM SUMMARY

1. NAME OF ITEM: UMPI & UMFK Nursing Cohort Update

2. INITIATED BY: James H. Page, Chancellor

3. BOARD INFORMATION: X BOARD ACTION:

4. OUTCOME: BOARD POLICY:
   Increase enrollment
   Improve student success and completion
   Relevant academic programming
   University workforce engagement

5. BACKGROUND:

   The University of Maine System is helping to lead the state response to a Maine nursing workforce shortage projected to grow to 3,200 nursing vacancies by 2025. The University of Maine at Fort Kent (UMFK) and the University of Maine at Presque Isle (UMPI) have been collaborating to launch a Bachelor of Science in Nursing (BSN) degree program in Presque Isle starting in Fall 2018 as part of the System's statewide response and to address critical local needs for healthcare professionals.

   Temporary lab space has been prepared on the UMPI campus to accommodate an initial cohort of 16 nursing students this fall. Permanent lab space and planned program and facility improvements designed to achieve an ongoing increase in nursing and healthcare education capacity and attract more students to Aroostook County are contingent on voter approval of Question 4, the University of Maine System Workforce Development Infrastructure Investment Bond which is on the ballot this November. The proposal includes more than $7 million in planned investments at UMFK and UMPI.

   The Board will get an update on the collaboration, the impact the nursing shortage is having on Aroostook County providers, and how planned investments at UMFK and UMPI will increase Maine and the region's capacity to prepare students for workforce opportunities in healthcare and the health sciences.
AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Employee Health Plan Task Force Scorecard

2. **INITIATED BY:** James H. Page, Chancellor

3. **BOARD INFORMATION:** X  
   **BOARD ACTION:**

4. **OUTCOME:**
   Primary Outcomes:
   - Enhance fiscal positioning
   Secondary Outcomes:
   - University workforce engagement

5. **BACKGROUND:**

   Chief Human Resources Officer Mr. Mark Schmelz will present the Employee Health Plan Task Force (EHPTF) Scorecard and Executive Summary.

**Attachments:**
- Employee Health Plan Task Force Scorecard Executive Summary
- Employee Health Plan Task Force Scorecard

9-11-18
## University of Maine System Managed Investment Pool

### TOTAL PLAN PERFORMANCE

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<th></th>
<th>Market Value ($)</th>
<th>% of Portfolio</th>
<th>Policy %</th>
<th>1 Mo (%)</th>
<th>YTD (%)</th>
<th>Fiscal YTD (%)</th>
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*University of Maine System Managed Investment Pool
TOTAL PLAN PERFORMANCE
July 31, 2018

Board of Trustees Meeting - Attachments

36
### University of Maine System Managed Investment Pool

#### TOTAL PLAN PERFORMANCE

<table>
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<tr>
<th>Fund Name</th>
<th>Market Value ($)</th>
<th>% of Portfolio</th>
<th>Policy %</th>
<th>1 Mo (%)</th>
<th>YTD (%)</th>
<th>Fiscal YTD (%)</th>
<th>2 Yrs (%)</th>
<th>3 Yrs (%)</th>
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**Notes:**
Fiscal YTD begins 7/1
Blended Index: 40% BC Aggregate, 30% BC U.S. TIPS 1-10YR, 10% S&P 500, 10% BC High Yield, 10% JPM EMBI+
Returns are net of manager fees
John Hancock Timber market value as of 07/31/18
Landmark market value estimated as of 07/31/18
Cash account includes $1,047 currently being held in the MetWest account and $1,113 being held in the TCW account

July 31, 2018
### University of Maine System Pension Plan

#### TOTAL PLAN PERFORMANCE

<table>
<thead>
<tr>
<th>Category</th>
<th>Market Value ($)</th>
<th>% of Portfolio</th>
<th>Policy %</th>
<th>1 Mo (%)</th>
<th>YTD (%)</th>
<th>Fiscal YTD (%)</th>
<th>1 Yr (%)</th>
<th>2 Yrs (%)</th>
<th>3 Yrs (%)</th>
<th>5 Yrs (%)</th>
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July 31, 2018
# TOTAL PLAN PERFORMANCE

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<th></th>
<th>Market Value ($)</th>
<th>% of Portfolio</th>
<th>Policy %</th>
<th>1 Mo (%)</th>
<th>YTD (%)</th>
<th>Fiscal YTD (%)</th>
<th>1 Yr (%)</th>
<th>2 Yrs (%)</th>
<th>3 Yrs (%)</th>
<th>5 Yrs (%)</th>
<th>7 Yrs (%)</th>
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<td>65% MSCI ACWI (Net) / 35% BBgBarc Global Agg</td>
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<td>65% MSCI ACWI (Net) / 35% BBgBarc Global Agg</td>
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<td>1.9</td>
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<td>60% MSCI ACWI (Net) / 40% CITI WGBI</td>
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</table>

Notes:
- Fiscal YTD begins 7/1
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- Returns are net of manager fees

July 31, 2018
## University of Maine System Operating Fund

### TOTAL PLAN PERFORMANCE

<table>
<thead>
<tr>
<th>Portfolio Composite</th>
<th>Market Value ($)</th>
<th>% of Portfolio</th>
<th>Policy %</th>
<th>1 Mo (%)</th>
<th>YTD (%)</th>
<th>Fiscal YTD (%)</th>
<th>2 Yrs (%)</th>
<th>3 Yrs (%)</th>
<th>5 Yrs (%)</th>
<th>7 Yrs (%)</th>
<th>10 Yrs (%)</th>
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<td><strong>Operating Funds Composite</strong></td>
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<td>0.6</td>
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<td>BOA General Fund</td>
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<td>Cit 3mth Treasury Bill</td>
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<td>0.1</td>
<td>0.2</td>
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<td>1.7</td>
<td>2.0</td>
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<td>Income Research + Management</td>
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<td>0.1</td>
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<td>BBgBarc US Govt/Credit 1-3 Yr. TR</td>
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<td>0.7</td>
<td>0.8</td>
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<td>BlackRock Strategic Income Opportu</td>
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<td>6.7</td>
<td>0.4</td>
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<td>3-Month Libor Total Return USD</td>
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<td>0.2</td>
<td>1.3</td>
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<td>0.8</td>
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<td>2.4</td>
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<td>3.9</td>
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<td>BBgBarc US Aggregate TR</td>
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<td>Vanguard Inflation-Protected Securities</td>
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<td>BBgBarc US TIPS TR</td>
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<td>-0.5</td>
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<td><strong>Total Return Pool Composite</strong></td>
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<td>Lighthouse</td>
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<tr>
<td>Credit Suisse Long Shrt Eqd USD</td>
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<td>1.4</td>
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<td>1.4</td>
<td>7.8</td>
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<td>5.7</td>
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<tr>
<td>Newton Global Real Return</td>
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<td>1.7</td>
<td>2.3</td>
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<td>60% MSCI ACWI (Net)/ 40% BBgBarc Global Agg</td>
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<td>6.4</td>
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<td>PIMCO All Asset</td>
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<td>8.1</td>
<td>7.7</td>
<td>7.1</td>
<td>4.9</td>
</tr>
</tbody>
</table>

**Note:** The above table represents the total plan performance as of July 31, 2018.
Notes:
Returns are net of manager fees.
The inception date for the allocation index is 07/01/2009
Fiscal YTD begins 7/1
Blended Index: 40% BC Aggregate / 30% BC U.S. TIPS 1-10YR / 10% S&P 500 / 10% BC High Yield / 10% JPM EMBI+
Composite excludes external loans.
Blackrock SIO changed its share class in May 2018 to BSIKX
1. INTRODUCTION
2. PUBLIC PROCESS AND STEERING COMMITTEE SUMMARY
3. REVIEW PREFERRED OPTION DRAFT
4. PUBLIC FEEDBACK AND COMMENTS
5. NEXT STEPS
<table>
<thead>
<tr>
<th>Master Plan</th>
<th>Drivers</th>
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</thead>
<tbody>
<tr>
<td>Program</td>
<td>Facilities</td>
</tr>
<tr>
<td>Maximize Asset Utilization</td>
<td>✓</td>
</tr>
<tr>
<td>Determine Best Use of Normal Hall</td>
<td>✓</td>
</tr>
<tr>
<td>Address Rickes Associates Space Needs</td>
<td>✓</td>
</tr>
<tr>
<td>Renovate CIL</td>
<td>✓</td>
</tr>
<tr>
<td>Renovate Student Residence Halls</td>
<td>✓</td>
</tr>
<tr>
<td>Address Deferred Maintenance</td>
<td>✓</td>
</tr>
<tr>
<td>Normal Hall</td>
<td>✓</td>
</tr>
<tr>
<td>Renovate Wieden Hall</td>
<td>✓</td>
</tr>
<tr>
<td>Enhance Campus Organization/Function</td>
<td>✓</td>
</tr>
<tr>
<td>Flag Circle/South Hall Parking Lot</td>
<td>✓</td>
</tr>
<tr>
<td>South/Preble Campus Entrance Improvements</td>
<td>✓</td>
</tr>
<tr>
<td>Connect Merriman &amp; Gentile Halls to Core Campus</td>
<td>✓</td>
</tr>
<tr>
<td>Future Building Locations</td>
<td>✓</td>
</tr>
</tbody>
</table>
• Size & Character of Campus
• Connection to Downtown Presque Isle
• Social Spaces on Campus
• Residential Experience
• Academic Experience
• Wieden Hall
• Accessibility
• Underutilized Areas
• Site / Campus Improvements
RESIDENTIAL EXPERIENCE

COMMUTER EXPERIENCE

THE GREAT DIVIDE
FIELDS NOT USED FOR COMPETITION
• Build Upon a Strong Existing Campus
• Improve on Site Lighting
• Address Deferred Maintenance Needs
• Increase Density & Identity From Route One
• Improve Public Assembly Spaces
• Identify Best Locations for Future Growth
• Leverage Existing and Future Facility Square Footage Wisely
• Reduce ‘2 campus’ (Residents vs Commuters) paradigm
ELEMENTS:

A. Renovate Wieden Hall
   • Phased building renovation; funding dependent
   • Focus of potential bond proceeds
   • Addresses deferred maintenance and potential nursing
     and allied health program growth

B. Greenhouse
   • Provides program space for Ag Science

C. Preble Hall Parking
   • Phased increase of spaces: 55 total
     • Phase 1: Reconfigure lot: +11
     • Phase 2: Remove Normal Hall: +40

D. Central Quadrangle
   • Develop formal central quad to better connect campus
     • Three separate options provided with variation to how
       parking is impacted
ELEMENTS:

E. Create a Student Center
   • Addresses ‘2 Campus’ paradigm
   • Phase 1: Renovations to Owls Nest (in progress)
   • Phase 2: Move Owl’s Nest to central campus locations (i.e. CIL)

F. Improve the Residential Campus
   • Redefine the residential core of campus through a series of phased projects
   • Phase 1: Renovate Park Hall, first floor
   • Phase 2: New drop-off and short-term parking
   • Phase 3: Create Residential Quadrangle
   • Phase 4: New Residence Hall; growth dependent
   • Phase 5: Renovate Emerson Hall/Complete Park Hall
   • Phase 6: Remove Merriman Hall if capacity isn’t required
ELEMENTS:

G. Improve Academic Core: Addition to Folsom Hall
   • Creates “Front Door” to Folsom Hall
   • Addresses classroom spaces in need of improvement
   • Flexible based on available funding

H. Improve Athletics Fields
   • Phase 1: Add designated pathways for improved access
   • Phase 2: Improve fields for competition events

I. Facilities Addition: Maintenance fleet garage required prior to existing building demolition

J. Parking Lots Expansion / Improved Vehicle Circulation
   • Vehicle Drop-off at Gentile Hall
   • Reshape CIL parking lot, support community events
   • Additional parking outside loop road

K. Campus Improvements:
   • Site lighting, landscaping, paths
   • Improve Campus visibility to Route 1
ELEMENTS:

G. Houlton Center:

- Address deferred maintenance
- Facility in good condition
• Developed using an inclusive, community-based process

• Planning recommendations include solutions that identify an alignment of space needs, facility needs, and campus needs

• Result is a series of elements, each of which address multiple issues simultaneously to affect transformational change on the UMPI campus

• Recommendations consider funding and potential timing for implementation

• Most recommendations are, by design, modest and practical while a few are intended to be more aspirational in nature

**SUMMARY**
THANK YOU
UMPI CAMPUS MASTER PLAN
1. INTRODUCTION

2. PUBLIC PROCESS AND STEERING COMMITTEE SUMMARY

3. REVIEW PREFERRED OPTION DRAFT

4. PUBLIC FEEDBACK AND COMMENTS

5. NEXT STEPS
<table>
<thead>
<tr>
<th>Program Facilities Campus Energy</th>
</tr>
</thead>
<tbody>
<tr>
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THE GREAT DIVIDE
OVERALL AGE & CONDITION
LOCATION OF MERRIMAN
UPPER CLASS HOUSING
LOUNGE SPACES

RESIDENCE HALLS
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IMPROVED VISIBILITY / IMAGE
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SUMMARY
**Academic and Student Affairs Committee of the Board – 2018-2019 Work Plan**

**2018**

**September ASA**

Strategic Drivers of Innovation and Academic Sustainability:
- Policy 311: Discussion re revisions
- Update: Academic Partnership
- **UMPI Academic Program Approval:**
  - Agricultural Sciences and Agribusiness
- Endowed Chair:
  - Dr. Robert Vinton Akeley Chair of Agricultural Sciences and Agribusiness
USM: Update related to Naming of Institution
Discount Rate: Overview and Discussion
NSSE Overview
Review and Discussion of ASA Work plan
Faculty Representative Discussion Topic
Student Representative Discussion Topic

**September BOT**

(Sept. 16-17)

ASA Work plan 2018-2019
Update: Academic Partnerships (tentative)
Policy 311: Discussion re revisions (first read)
UMPI Academic Program Approval:
  - Agricultural Sciences and Agribusiness

**November**

ASA

(October 30)

Fall Enrollment Report
**Awarding of Academic Degrees (annual)**
Academic Calendar: AY 20-21

Strategic Drivers of Innovation and Academic Sustainability:
- Academic Partnerships: Campus Implementation Plans and Next Steps
- **Policy 311 (second read)**
- Update: Programs for Examination
- Update: 2018-2019 Program Innovation Fund
- Adult Degree Completion: 2018 Recommendations
Update: UMS Maine Center Ventures (this may be a full BOT presentation)
Faculty Representative Discussion Topic
Student Representative Discussion Topic
November BOT Fall Enrollment Report
(Nov. 18-19)
Overview and update on Early College and Early College enrollment
Awarding of Academic Degrees (consent agenda)
Policy 311 (second read)
Academic Calendar: AY 20-21 (information item)

2019
January
ASA Strategic Drivers of Innovation and Academic Sustainability:
(January 8)
Collaborative Masters Degrees
• Market Research Update
• Workforce Development: UMS Role
Enrollment Discussion Topic: Comprehensive Overview of Admissions
Update: Jobs for Maine’s Graduates (JMG)
Student Representatives Discussion Topic
Faculty Representatives Discussion Topic

January BOT TBD
(Jan. 27-28)

March ASA Review and recommendations: tenure nominations
(Joint with HR/LR Committee)**
Strategic Drivers of Innovation and Academic Sustainability:
• Programs for Examination: 2018-2019 Outcome
• Update: Student Success
Spring Enrollment Report
Enrollment Discussion Topic: Marketing – UMS and Campus
Student Representatives Discussion Topic
Faculty Representatives Discussion Topic

March BOT Tenure Recommendations
(March 24-25) Spring Enrollment Report

May ASA Strategic Drivers of Innovation and Academic Sustainability:
• Outcome of 2018-2019 Program Innovation Fund Effort
• Report on 2017-2018 Program Innovation Fund Project Implementation
• Adult Degree Completion: Update on Implementation
  Enrollment Discussion Topic: Student Life Cycle
  Student Representatives Discussion Topic
  Faculty Representatives Discussion Topic

May BOT                  TBD
(May 19-20)

July                    Strategic Drivers of Innovation and Academic Sustainability:
ASA                    Student Representatives Discussion Topic
(tent.)                Faculty Representatives Discussion Topic
                        WE WOULD LIKE TO DISCUSS A JULY HIATUS FOR ASA DUE TO DIFFICULT SCHEDULING

July BOT                  TBD
(July 15)

**This work plan is draft and will be updated based on topics to be added by the VCAA and CSAO. Other topics will be added as needed or required for decision making. Work plan will be updated as the Faculty and Student Representatives present their individual items. Items in red are action items.
Standing Agenda

1. Finance, Facilities or Technology items requiring Committee and/or Board approval
2. Updates from staff on finance, facilities and technology informational items, as needed
3. Capital Projects Status Report (all projects requiring Committee and/or Board approval)
4. Major Technology Projects Status Report (all projects requiring Committee and/or Board approval)

Ad Hoc Agenda

- Periodic updates on the Unified Budget implementation
- Request for Appropriation (September meeting)
- Joint Meeting of the Audit Committee and the Finance/Facilities/Technology Committee (late October/early November meeting)
  - External Auditor Report including Required Communications Letter and Summary of Audit Results
  - Presentation of the Annual Financial Report (Audited Financial Statements)
  - Update on Internal Audit
- Annual State of IT Report (February meeting)
- Sightlines Report on the status of the facilities portfolio (February meeting)
- First reading of the Annual Operating, Capital Budget and Tuition Charges (March meeting)
- Approval of Annual Operating Budget, Capital Budget and Tuition Charges (May meeting)
- Multi-Year Financial & Structural Gap Analysis (May meeting)
- Review of 5-year Capital Plan (May meeting)

Note: Items in red require a vote of the Committee
Informational Reports to the Board

Every Board Meeting

Financial Update

September Meeting

Annual Report on Acquisition & Disposition of Real Property

November meeting

Annual Report on Gifts, Fund Raising and Endowments
Current Fiscal YTD Forecast to Budget

January Meeting

Maine Economic Improvement Fund Report
Student Financial Aid Report
State of IT Report
Sightlines Report

March Meeting

Student Charges Report
Current Fiscal YTD Forecast to Budget

May Meeting

Multi-Year Financial Analysis
5-year Capital Plan
Current Fiscal YTD Forecast to Budget

Meeting Schedule

The Committee meets six times during the year in advance of the Board of Trustees meetings. In March, the Committee schedules a full day meeting to review, in depth, the Annual Operating Budget and Tuition Charges for the upcoming fiscal year.

Additional meetings may be scheduled as required.
Standing Agenda:

1. Collective Bargaining Update (may occur in HR/LR Committee or in Executive Session of the Board of Trustees) – Chief Human Resources Officer
2. Human Resources and Labor Relations items requiring Committee and/or Board approval

Ad Hoc Agenda:  Note: Items in red require a vote of the Committee

- Approval of Collective Bargaining Agreements (as tentative agreements are reached)
- Collective bargaining goals and relationship for FY 19 (review as needed)
- Review Employee Health Plan Task Force Scorecard (September)
- Evaluation of Board Chair (March)
- Comprehensive Presidential Review results (as needed)
- Review progress of Human Resources Strategic Plan (January, July)
- Policy and compensation changes for non-represented employees (as needed)
- Update on significant HR initiatives (as needed)
- Briefing on compliance and regulatory issues (as needed)
- Chancellor’s Review Committee, chaired by Human Resources/Labor Relations Committee Chair, as needed

Informational Reports:

- Named Chairs and Professorships Annual Report (July)
- Report of Management Group appointments (July, November, March)
- Workforce Profile and Turnover reports (May)

Meeting Schedule:

Meetings are scheduled prior to Board of Trustees meeting as needed depending on agenda items.

09/10/2018
UNIVERSITY OF MAINE SYSTEM
Board of Trustees
AGENDA CALENDAR

A working calendar for developing agendas and submitting various reports to the Board has been designed in order to allow maximum planning in organizing presentations and reference materials. The calendar identifies the timetable for submission of items and reports which recur every six to 24 months as well as special reports with specific time lines. It does not include general items which are ordinarily on each Board meeting agenda; e.g., reports and consent agenda. The following agenda is subject to change consistent with scheduling, reporting, and other factors that the Chancellor deems necessary to consider such matters.

The Calendar will be updated and included in the Board Meeting materials on a regular basis.

JANUARY: Academic Affairs
Academic Year Calendar
Honorary Degree Nominations
Fiscal Matters
State Research Report

MARCH: Academic Affairs
Tenure Nominations
Tenure Report
Governance/Administration
Board Calendar
Establishment of Nominating Committee
Student Affairs
Spring Enrollment Update

MAY: Fiscal Matters
Budgets and Student Charges
Multi-Year Financial Analysis
Governance/Administration
Election of Board Officers
Confirmation of Board of Visitors

JULY: Governance/Administration
Appointment of Standing Committees
Human Resources
Annual Report on Named Chairs and Professorships

SEPTEMBER: Fiscal Matters
Appropriation Request

OCTOBER: Fiscal Matters
Review of Annual Financial Report

NOVEMBER: Academic Affairs
Awarding of Academic Degrees
Student Affairs
Official Fall Enrollment Update

May 2018
EXISTING BOT POLICY
ACADEMIC AFFAIRS
Section 311 Intra-system Student Exchange
Effective: 11/12/90
Last Revised:
Responsible Office: Academic Affairs
Policy Statement:
When a student in good standing who is matriculated at one University of Maine System institution registers for a course or courses at another University of Maine System unit, that student is to be afforded the same rights and privileges, including pre-registration and payment of tuition and fees, at the host institution as a student who is regularly matriculated at that unit. This policy does not alter any residency requirements that may be in effect at the student’s home institution.

PROPOSED REVISED POLICY 311
The University of Maine System Board of Trustees is committed to the goal of providing students with System-wide access to the full array of educational opportunities available from its universities, reducing barriers to degree completion and educational attainment for Maine’s citizens. System universities must work collaboratively to ensure that programs and courses generated and provided from one university are available and accessible to individuals matriculated at any other System university on the same terms and conditions as available to those matriculated at the university from which the course is provided and subject to consistent registration, financial aid eligibility, and assessment and academic integrity standards. This form of academic collaboration will foster the most efficient use of the System’s academic program assets and resources and best serve students attending System universities.

Toward these ends, a student in good standing and matriculated at one University of Maine System (UMS) institution may register for a course or courses at another UMS institution, with the same rights and privileges at the host institution as any student regularly matriculated at that institution, including pre-registration and payment of tuition and fees. This policy does not alter any residency requirements that may be in effect at the student’s home institution.

System-wide access to academic coursework will be available through (but not limited to) the following processes in which a UMS “Host” campus delivers instruction to a matriculated student enrolled in a degree or certificate program at a different UMS “Home” Campus. Instruction may be delivered in any instructional format conducive to meeting best learning practices.

Course Cross-listing – Cross-listing occurs when two or more UMS universities have agreed to administratively share a course, such that students can enroll in cross-listed courses as native credit at their home institution, i.e., enroll and participate just as for any locally-taught course. Initiated by the participating institutions, course cross-listing requires that partnering institutions follow standard academic governance processes to cross-list courses in the Student Information System, in respective
course catalogs, and registration systems, including identification of the instructors(s) at a Host Institution as a Home institution’s instructor of record. Cross-listed courses must be identified on student transcripts.

**Campus Cross-registration** – Cross-registration is a student-initiated activity, for which the student must: apply for and obtain approval from the Home and Host campuses prior to cross-registration; meet course pre-requisites; pay special course or voluntary use fees, and notify the Home campus of any enrollment changes at the Host campus. The Home campus has the authority to deny access to coursework, on a case-by-case basis, of limited section capacity or the failure of a guest student to meet academic requirements, to complete pre-requisites, or comply with other standards.

The Board encourages the System and campus chief academic officers to continue to explore other accreditable methods to facilitate seamless sharing of courses and programs across the university system.
Employee Health Plan Task Force (EHPTF) Scorecard

Executive Summary

The EHPTF scorecard provides important highlights of how the University of Maine System’s health and welfare programs are performing. Data is tracked on a calendar year basis for the last three year period, to identify any trends over time. The scorecard combines claims and demographic data, as well as health and plan management statistics, to provide a holistic view of the program. Below is an overview of each section, what the results are and why this is important to the University of Maine System.

Section I: Claims Cost Summary

- This section provides enrollment information, as well as how claims are performing compared to national trends (provided on a per member, per month basis to normalize the data).
- Enrollment and contract size are important as they determine how many individuals are enrolled on the plan and could potentially utilize services. Enrollment and contract size have decreased over time on the plan.
- While claims have been trending up over the last several years, the graph shows that plan is consistently performing below trend. This is indicative of the proactive plan management that the University of Maine System has put in place.

Section II: Network Management

- This section contains information such as where and what type of providers members are utilizing.
- High in-network utilization helps to keep claims cost down for both the plan and the member, as care is provided at a discounted contract rate and prevents balance billing.
- Use of Cigna’s cost and quality network providers (including Centers of Excellence and Collaborative Accountable Care groups) has increased considerably over the past several years. This helps to ensure high quality outcomes while also impacting cost.

Section III: Plan Management – Consumerism Statistics

- This section provides information as to how members are utilizing the plan and if they are being good consumers of healthcare.
- Use of the emergency room has increased slightly over the years; however it is well below norms when compared to Cigna’s book of business. Also, the increase in the use of urgent care centers and telemedicine indicates that members are seeking other points of care that are more convenient and less costly to themselves and the plan.
- As the cost of prescriptions continue to rise, members are seeking ways to control their out-of-pocket cost. Generic and mail order usage can provide cost savings to the member as well as the plan, as well as offer a convenient way to receive prescriptions.
Section IV: Wellness

- This section outlines participation in the RiseUp wellness program.
- Completion of level one and two have increased over the past several years, providing a premium savings as well as cash incentive to employees and their spouses/partners to help drive engagement.
- Engaging in a wellness program can help to foster good health and lifestyle habits that benefit employees at work and at home, as well as help to curb the rising cost of health care.

Section V: Communications

- This section includes statistics on the Healthy and Maine newsletter; who is receiving it, who is opening it and who is clicking through for more information.
- While the open rates have remained relatively consistent, the click rates have seen a steady increase. This indicates that the information provided is useful to the employee and will help to communicate meaningful health and benefits information throughout the year.

Section VI: Health Improvement – Preventive Care & Compliance Statistics

- This section outlines utilization of preventive care (including annual physicals and recommended screenings) as well as adherence to medication and necessary care for certain conditions.
- Preventive care is critical for the early detection of possible health issues. In most cases, early detection can help to manage the outcome, as well as the associated cost.
- University of Maine System’s preventive care statistics are generally above Cigna norms, however there are some areas of focus in future years to continue to increase compliance.

Section VII: Overall Population Health

- This section provides an overall risk score to the UMS population in comparison to Cigna norms, as well as includes information on gaps in care and the impact that has on cost.
- Over the past several years, the percentage of members in the low risk category has decreased while those in medium or high risk categories have increased.
- As the table shows, those in a higher risk category drive more cost to the plan, as do those that have more gaps in care.
- Communications of the programs available, directing care to the most appropriate setting and ensuring compliance with medication and treatment are integral to managing the cost and moving members down to lower risk categories.
### Section I: Claims Cost Summary

<table>
<thead>
<tr>
<th>Demographics</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average # Active Enrolled EEs</td>
<td>4,403</td>
<td>4,329</td>
<td>4,324</td>
</tr>
<tr>
<td>% Change in Enrollment</td>
<td>-4.2%</td>
<td>-1.7%</td>
<td>-0.1%</td>
</tr>
<tr>
<td>Average Contract Size</td>
<td>2.2</td>
<td>2.17</td>
<td>2.17</td>
</tr>
<tr>
<td>Medical Claims PMPM</td>
<td>$470.47</td>
<td>$487.28</td>
<td>$518.82</td>
</tr>
<tr>
<td>Medical Trend (%)</td>
<td>-1.8%</td>
<td>3.6%</td>
<td>6.5%</td>
</tr>
<tr>
<td>Pharmacy Claims PMPM</td>
<td>$96.45</td>
<td>$109.49</td>
<td>$109.97</td>
</tr>
<tr>
<td>Pharmacy Trend (%)</td>
<td>13.6%</td>
<td>13.5%</td>
<td>0.4%</td>
</tr>
<tr>
<td>Total Claims PMPM</td>
<td>$566.92</td>
<td>$596.77</td>
<td>$628.79</td>
</tr>
<tr>
<td>Annual Trend (%)</td>
<td>0.5%</td>
<td>5.3%</td>
<td>5.4%</td>
</tr>
<tr>
<td>Published Trend</td>
<td>6.8%</td>
<td>7.1%</td>
<td>7.6%</td>
</tr>
</tbody>
</table>

### Section II: Network Management

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>Cigna Norm</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Network %</td>
<td>96.3%</td>
<td>97.0%</td>
<td>97.1%</td>
<td>93.3%</td>
</tr>
<tr>
<td>UMS Encourages In Network Care</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary vs Specialty Ratio</td>
<td>61.4%</td>
<td>61.1%</td>
<td>61.3%</td>
<td>55.8%</td>
</tr>
<tr>
<td><strong>UMS encourages primary care</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cigna Care Designation %</td>
<td>49.5%</td>
<td>46.7%</td>
<td>60.6%</td>
<td>N/A</td>
</tr>
<tr>
<td>Providers who meet quality and cost efficiency criteria</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Centers of Excellence</td>
<td>21.0%</td>
<td>31.0%</td>
<td>50.0%</td>
<td>N/A</td>
</tr>
<tr>
<td>Hospitals identified as providing exceptional Patient Outcomes and Cost Efficiency for specific procedures or medical conditions</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collaborative (CAC) Aligned</td>
<td>69.1%</td>
<td>71.2%</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Providers that are rewarded for improved health outcomes, affordability and experience</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Section III: Plan Management—Consumerism Statistics

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>Cigna Norm</th>
</tr>
</thead>
<tbody>
<tr>
<td>ER Visits per 1,000 members</td>
<td>189.1</td>
<td>197.5</td>
<td>196.7</td>
<td>209.0</td>
</tr>
<tr>
<td>Urgent Care per 1,000 members</td>
<td>149.5</td>
<td>148.0</td>
<td>157.3</td>
<td>303.3</td>
</tr>
<tr>
<td>Telemedicine Visits</td>
<td>N/A</td>
<td>38</td>
<td>75</td>
<td>N/A</td>
</tr>
<tr>
<td>Generic %</td>
<td>84.4%</td>
<td>85.9%</td>
<td>88.9%</td>
<td>87.2%</td>
</tr>
<tr>
<td>Mail Order and Retail 90 %</td>
<td>45.2%</td>
<td>68.8%</td>
<td>69.2%</td>
<td>N/A</td>
</tr>
<tr>
<td>Use of EAP</td>
<td>4.0%</td>
<td>4.7%</td>
<td>5.2%</td>
<td>3.8%</td>
</tr>
</tbody>
</table>

### Section IV: Wellness

<table>
<thead>
<tr>
<th></th>
<th>2015 (#)</th>
<th>2015 (%)</th>
<th>2016 (#)</th>
<th>2016 (%)</th>
<th>2017 (#)</th>
<th>2017 (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1 Completions</td>
<td>5,375</td>
<td>84%</td>
<td>5,103</td>
<td>80%</td>
<td>5,607</td>
<td>88%</td>
</tr>
<tr>
<td>Level 2 Completions</td>
<td>3,628</td>
<td>42%</td>
<td>2,985</td>
<td>47%</td>
<td>3,108</td>
<td>49%</td>
</tr>
<tr>
<td>Engaged with Health Coach</td>
<td>3,437</td>
<td>54%</td>
<td>3,313</td>
<td>52%</td>
<td>2,587</td>
<td>41%</td>
</tr>
</tbody>
</table>

*Note: Information above includes claims experience for Actives and Under 65 Retirees only.*
## Section V: Communications

<table>
<thead>
<tr>
<th></th>
<th>Healthy &amp; Maine</th>
<th>Sent</th>
<th>Open</th>
<th>Click</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2017</td>
<td>4,080</td>
<td>2,646 (66%)</td>
<td>237 (9%)</td>
<td></td>
</tr>
<tr>
<td>March 2017</td>
<td>4,091</td>
<td>2,592 (66%)</td>
<td>249 (10%)</td>
<td></td>
</tr>
<tr>
<td>May 2017</td>
<td>4,090</td>
<td>2,501 (63%)</td>
<td>9 (1%)</td>
<td></td>
</tr>
<tr>
<td>August 2017</td>
<td>4,092</td>
<td>2,593 (65%)</td>
<td>456 (18%)</td>
<td></td>
</tr>
<tr>
<td>OE Special Ed. 2017</td>
<td>4,671</td>
<td>2,764 (61%)</td>
<td>570 (21%)</td>
<td></td>
</tr>
</tbody>
</table>

## Section VI: Health Improvement—Preventive Care & Compliance Statistics

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>Cigna Norm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preventive Visits (Adult)</td>
<td>56.0%</td>
<td>54.5%</td>
<td>56.8%</td>
<td>44.1%</td>
</tr>
<tr>
<td>Screening Compliance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mammograms</td>
<td>84.0%</td>
<td>78.0%</td>
<td>76.0%</td>
<td>64.0%</td>
</tr>
<tr>
<td>Cervical Cancer</td>
<td>54.0%</td>
<td>61.0%</td>
<td>61.0%</td>
<td>61%</td>
</tr>
<tr>
<td>Colon Cancer</td>
<td>49.0%</td>
<td>38.0%</td>
<td>45.0%</td>
<td>48%</td>
</tr>
<tr>
<td>Gaps in Care</td>
<td>74.0%</td>
<td>72.6%</td>
<td>71.7%</td>
<td>72.1%</td>
</tr>
<tr>
<td>Medication Adherence</td>
<td>82.0%</td>
<td>89.0%</td>
<td>89.0%</td>
<td>N/A</td>
</tr>
</tbody>
</table>

## Section VII: Overall Population Health

### Relative Risk Score

<table>
<thead>
<tr>
<th></th>
<th>2015 % Members</th>
<th>2016 % Members</th>
<th>2017 % Members</th>
<th>% Members Norm</th>
<th>2017 Paid PMPY</th>
<th>2017 Average Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low (&lt;1.00)</td>
<td>61.0%</td>
<td>57.9%</td>
<td>57.4%</td>
<td>69.9%</td>
<td>$1,746</td>
<td>31.0</td>
</tr>
<tr>
<td>Low Care Gap Index (0 – 2)</td>
<td>51.8%</td>
<td>49.9%</td>
<td>49.4%</td>
<td>61.7%</td>
<td>$1,597</td>
<td></td>
</tr>
<tr>
<td>Medium Care Gap Index (3 – 4)</td>
<td>7.4%</td>
<td>6.9%</td>
<td>6.3%</td>
<td>6.8%</td>
<td>$2,385</td>
<td></td>
</tr>
<tr>
<td>High Care Gap Index (+5)</td>
<td>1.7%</td>
<td>1.6%</td>
<td>1.7%</td>
<td>1.4%</td>
<td>$3,596</td>
<td></td>
</tr>
</tbody>
</table>

### Relative Risk Score

<table>
<thead>
<tr>
<th></th>
<th>2015 % Members</th>
<th>2016 % Members</th>
<th>2017 % Members</th>
<th>% Members Norm</th>
<th>2017 Paid PMPY</th>
<th>2017 Average Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medium (&gt;= 1.00 and &lt; 2.50)</td>
<td>28.8%</td>
<td>31.2%</td>
<td>31.3%</td>
<td>20.9%</td>
<td>$6,984</td>
<td>50.9</td>
</tr>
<tr>
<td>Low Care Gap Index (0 – 2)</td>
<td>16.7%</td>
<td>18.6%</td>
<td>19.1%</td>
<td>13.0%</td>
<td>$6,614</td>
<td></td>
</tr>
<tr>
<td>Medium Care Gap Index (3 – 4)</td>
<td>8.0%</td>
<td>8.5%</td>
<td>8.1%</td>
<td>4.7%</td>
<td>$6,945</td>
<td></td>
</tr>
<tr>
<td>High Care Gap Index (+5)</td>
<td>4.0%</td>
<td>4.1%</td>
<td>4.0%</td>
<td>3.3%</td>
<td>$8,848</td>
<td></td>
</tr>
</tbody>
</table>

### Relative Risk Score

<table>
<thead>
<tr>
<th></th>
<th>2015 % Members</th>
<th>2016 % Members</th>
<th>2017 % Members</th>
<th>% Members Norm</th>
<th>2017 Paid PMPY</th>
<th>2017 Average Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>High (&gt;=2.50)</td>
<td>10.2%</td>
<td>10.9%</td>
<td>11.3%</td>
<td>9.2%</td>
<td>$34,191</td>
<td>55.6</td>
</tr>
<tr>
<td>Low Care Gap Index (0 – 2)</td>
<td>3.8%</td>
<td>4.0%</td>
<td>4.1%</td>
<td>3.5%</td>
<td>$29,405</td>
<td></td>
</tr>
<tr>
<td>Medium Care Gap Index (3 – 4)</td>
<td>3.2%</td>
<td>3.4%</td>
<td>3.6%</td>
<td>2.4%</td>
<td>$35,249</td>
<td></td>
</tr>
<tr>
<td>High Care Gap Index (+5)</td>
<td>3.2%</td>
<td>3.5%</td>
<td>3.7%</td>
<td>3.3%</td>
<td>$38,832</td>
<td></td>
</tr>
</tbody>
</table>
Presentation of Stevens Commons

for University of Maine at Augusta
Introductions

• **Matt Morrill** (Mastway Development, Founder)
  • Lives in Winthrop, Wife Tammy and two children
  • Wentworth Degree in Architectural & Civil Engineering
  • Owner of Grandview Builders – Custom Home Builder for 15 years
  • Developer of Hallowell Overlook
  • Owner of Mastway Development, LLC

• **Michael Sabatini, P.E.** (Mastway Development, Member)
  • Lives in Camden, Wife Kelli and three children
  • Co-Owner of Landmark Corporation Surveyors & Engineers – 16 years
  • Project Manager of $30M worth of real estate development – 8 years

• **Traverse Fournier** (Trusted Consultant)
  • Lives in Yarmouth, Wife Sharon and two children
  • Owner of Maine Street Capital– Since 2014
  • Combined with previous banking experience closed over $1 Billion in financing
Stevens Commons

Agenda

1. What is the vision for Stevens Commons?
2. What is happening now?
3. Why is UMA-Housing a good fit at SC?
4. Our proposal and execution
5. Meeting Topics

Cultivating community through conservation, restoration, and partnership
Stevens Commons Vision

Public Gathering Space

Cultivating community through conservation, restoration, and partnership
Stevens Commons Vision

Public Access and Interconnectivity

Cultivating community through conservation, restoration, and partnership
Stevens Commons Vision

Onsite Amenities and Services

Cultivating community through conservation, restoration, and partnership
Stevens Commons Vision

New Housing Options in Historic Buildings

Cultivating community through conservation, restoration, and partnership
Stevens Commons Vision

Cultivating community through conservation, restoration, and partnership
Stevens Commons

What is happening now?
Stevens Commons

What is happening now?
Roadway and Infrastructure
Stevens Commons

What is happening now?

Baker Building
Stevens Commons

What is happening now?
Admin Building Restoration
Stevens Commons

What is happening now?

CHOM Elderly Affordable Housing
Stevens Commons

What is happening now?

Fire Station
Stevens Commons

What is happening now?

Farmers Market
Stevens Commons

Plans for the future?

- Additional office use in Baker and Admin
- Stevens Building Café and catering
- Stevens Building UMA Student Housing
- Utilize public green for events with on-site catering and boutique inn
- Multi-unit, duplex, and single family housing
- Stevens Arts and Creative Center in the Erskine Building
Why is UMA Student Housing a good fit at Stevens Commons?
Stevens Commons

Why is UMA-Housing a good fit at SC?
Near campus and Access to I-95
Less than 5 miles and a 10 minute drive
Stevens Commons

Why is UMA-Housing a good fit at SC?

Public Transportation

KVCAP Kennebec Explorer
Stevens Commons

Why is UMA-Housing a good fit at SC?

Walkability and Site Amenities:
• Retail and Restaurants just down the hill on Water Street (via sidewalks)
• Possible on site amenities, health club, spa, café, art/maker space
• On-site walking paths, preservation land, and trails to Howard Hill preserve
Stevens Building

Why is UMA-Housing a good fit at SC?

Campus Setting
Inspiration for Architecture students
Safe and Inviting place to be
Stevens Commons

Why is UMA-Housing a good fit at SC?

Satisfies a strategic plan goal

“Explore and leverage new student housing options to grow signature programs such as Architecture and Aviation as well as attract out of state and international students”
Stevens Commons

Proposal Options and Execution
1. Options 1 & 2
2. Schedule

Topics for Discussion
1. Parking
2. Heating and electric costs for each room
3. Internet / Wifi Services
4. Student Common Areas
5. Room Layouts

Cultivating community through conservation, restoration, and partnership
Options 1 & 2

Option 1 (Formal response to RFP)
• 5-Year term
• Monthly rent per bedroom $675
• Gross Lease with expense cap
• Diminishing termination fee

Option 2 (for consideration)
• 10-Year term
• Monthly rent per bedroom $625
• Gross Lease with expense cap
• No termination clause
Schedule and Execution

• Award and Lease Negotiations is important
• Design and Permitting must begin upon award
• Execution feasibility (Design Team and Self Perform early tasks)
• Phased Delivery
Parking Needed
- 1 per bed = 38 spaces
- Café 1 space/3 seats = 13 spaces
- Total 51

Parking Provided
- Total 51
# Heating and Electric Costs

Heat and Electric Costs

- $70/Bed/Month
- Including other expenses: $96/Bed/Month
  - $1,152/Bed/Year
  - $3648/Month
  - $43,736/Year

<table>
<thead>
<tr>
<th>Description</th>
<th>Number of Units</th>
<th>Monthly 'Per Unit' Cost</th>
<th>Total 'Per Unit' Cost</th>
<th>Included in Gross Rent - Landlord Responsibility (YES/NO)</th>
<th>Not Included in Gross Rent - University Responsibility (YES/NO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Rent Amount</td>
<td>36</td>
<td>$75.00</td>
<td>$2,668.00</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0.00</td>
<td>0.00</td>
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<td>0</td>
<td>0.00</td>
<td>0.00</td>
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</tr>
</tbody>
</table>

**SECTION B**

For the items below please detail Landlord or University Responsibility. Landlord Responsibility will be as above.

<table>
<thead>
<tr>
<th>Description</th>
<th>Monthly 'Per Unit' Cost</th>
<th>Included in Gross Rent - Landlord Responsibility (YES/NO)</th>
<th>Not Included in Gross Rent - University Responsibility (YES/NO)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monthly Lease</td>
<td>678.00</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Management Fee</td>
<td>13.30</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td><strong>Operating</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water/Sewer</td>
<td>48.00</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Electric</td>
<td>30.00</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Electric</td>
<td>20.00</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Electric</td>
<td>20.00</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Fee/ Hot Water</td>
<td>50.00</td>
<td>Yes</td>
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</tr>
<tr>
<td>Administration Tech</td>
<td>0.00</td>
<td>Yes</td>
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<tr>
<td>Security - Card Access</td>
<td>6.00</td>
<td>Yes</td>
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</tr>
<tr>
<td>Internet/WIFI</td>
<td>12.60</td>
<td>Yes</td>
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</tr>
<tr>
<td>Basic Cable TV</td>
<td>6.00</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td><strong>Maintenance</strong></td>
<td></td>
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<tr>
<td>Building Maintenance</td>
<td>21.50</td>
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</tr>
<tr>
<td>Grounds Maintenance</td>
<td>5.00</td>
<td>Yes</td>
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</tr>
<tr>
<td>Snow Removal</td>
<td>5.50</td>
<td>Yes</td>
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</tr>
<tr>
<td>Trash Removal</td>
<td>1.90</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Pest Control</td>
<td>2.00</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>$1,329.00</td>
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</tr>
</tbody>
</table>
Heating and Electric Costs

Per study by ForRent.com, the average annual apartment utility costs is:

$1813/Year/Apartment

Our Proposal:

$2,084/Year/Apartment, conservatively 15% higher to account for inefficient use

Portland Student Housing:

$1,093 per Bed/Year

Our Proposal:

$1,152 per Bed/Year
Internet and Wifi Services

Per discussions with ISP, Firstlight we can provide 100 Mb/s symmetric fiber optic service for the $400/mo. We will equip the building with wifi as well as Cat6 wires in the rooms.

### Internet and Wifi Services

<table>
<thead>
<tr>
<th>Description</th>
<th>Number of Units</th>
<th>Monthly Per Unit Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Rent Amount</td>
<td>38</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0.00</td>
<td>0.00</td>
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<td>0.00</td>
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<tr>
<td></td>
<td>0</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

### Board of Trustees Meeting - Attachments

1. **Administrative**
   - Mail Lease $678.00
   - Management Fee $94.30
   - Operating Water/Sewer $8.00
   - Electric $20.00
   - Heat/Hot Water $50.00
   - Information Tech $100.00
   - Security/Card Access $6.00
   - Interns/Wifi $12.00
   - Basic Cable TV $4.00
   - Maintenance Building Maintenance $21.30
   - Grounds Maintenance $5.00
   - Snow Removal $5.50
   - Trash Removal $1.30
   - Pest Control $2.00

   **Total**: $1,900.00
Student Common Areas

2nd Floor

Student Lounge
Student Common Areas

1st Floor

Student Lounge
and
Fitness Center
Room Layouts – 2nd Floor
UMA Student Housing Suite Features

Open Layout
Private Bedrooms
Shared Kitchen, Living, Dining, and Bath
Sun Filled Rooms

Board of Trustees Meeting - Attachments
The new home of
UMA - Student Housing
University of Maine at Augusta
SHORT TERM HOUSING, UMA
Benefit/Cost Analysis -- Annual Financial Impact - Mastway
Finance/ Facilities/ Technology Committee Meeting, September 13, 2018

### Key Assumptions

<table>
<thead>
<tr>
<th>Assumption</th>
<th>Base</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total # of Beds</td>
<td>38</td>
<td>33 available in Fall 2019, remaining 5 in Spring 2020</td>
</tr>
<tr>
<td>Occupancy Rate</td>
<td>92%</td>
<td>This translates to 3 empty beds not generating revenue</td>
</tr>
<tr>
<td>% Var - Instruc Cost</td>
<td>67%</td>
<td>Leverage under utilized capacity in Gen. Ed.</td>
</tr>
<tr>
<td>% Incr Credit Hrs</td>
<td>90%</td>
<td>Housing will generate strong incremental CH</td>
</tr>
<tr>
<td>% Out of State</td>
<td>20%</td>
<td>Housing will attract a component of out-of-state students</td>
</tr>
<tr>
<td>Annual CH/ Bed</td>
<td>30</td>
<td>Housing supports FT students earning 30 CH annually</td>
</tr>
<tr>
<td>Monthly Rent</td>
<td>675</td>
<td>Direct pass-through of actual rent expense</td>
</tr>
<tr>
<td>Administrative Support</td>
<td></td>
<td></td>
</tr>
<tr>
<td># of RA's</td>
<td>2</td>
<td>Room for 2 RA's is worth: $16,200</td>
</tr>
<tr>
<td># Prof. Staff in Residence</td>
<td>1</td>
<td>Total compensation cost is: $60,746 plus housing worth $8,100</td>
</tr>
<tr>
<td>Stipends for rotating call duty</td>
<td>12,000</td>
<td>Total compensation cost is: $18,408</td>
</tr>
</tbody>
</table>

### Summary P&L

<table>
<thead>
<tr>
<th></th>
<th>Annual</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Revenue</td>
<td>259,200</td>
<td>32 beds generating revenue, assumes 92.0% occupancy rate</td>
</tr>
<tr>
<td>Tuition and Fee Revenue</td>
<td>303,124</td>
<td>90% of credit hours are assumed incremental (includes the RA's)</td>
</tr>
<tr>
<td>Less: Discount</td>
<td>(30,312)</td>
<td>Per UMS tuition discount report</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>532,011</td>
<td></td>
</tr>
<tr>
<td><strong>Memo:</strong> Incremental Credit Hours</td>
<td>918</td>
<td>90% of credit hours incremental</td>
</tr>
</tbody>
</table>

### Costs

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Rental</td>
<td>307,800</td>
<td>Per RFP Pricing; Assumes cap is not exceeded</td>
</tr>
<tr>
<td>Activities &amp; Programming</td>
<td>8,500</td>
<td>Assumes $250 per occupied bed annually</td>
</tr>
<tr>
<td>Instructional Cost</td>
<td>132,782</td>
<td>Assumes instructional costs are 67% variable</td>
</tr>
<tr>
<td>Staff Support</td>
<td>79,154</td>
<td>(Doesn't include housing benefit)</td>
</tr>
<tr>
<td>Total Costs</td>
<td>528,236</td>
<td></td>
</tr>
</tbody>
</table>

| Surplus/ (Deficit)   | 3,775  | Base Case Scenario                                                     |

### Sensitivity Analysis

<table>
<thead>
<tr>
<th>Assumption</th>
<th>Low</th>
<th>Base</th>
<th>High</th>
</tr>
</thead>
<tbody>
<tr>
<td>% Var - Instruc Cost</td>
<td>100%</td>
<td>67%</td>
<td>33%</td>
</tr>
<tr>
<td>% Incr Credit Hrs</td>
<td>80%</td>
<td>90%</td>
<td>100%</td>
</tr>
<tr>
<td>% Out of State</td>
<td>10%</td>
<td>20%</td>
<td>30%</td>
</tr>
<tr>
<td>Annual CH/ Bed</td>
<td>27</td>
<td>30</td>
<td>33</td>
</tr>
<tr>
<td>Occupancy Rate</td>
<td>90%</td>
<td>92%</td>
<td>95%</td>
</tr>
<tr>
<td>Monthly Rent</td>
<td>650</td>
<td>675</td>
<td>700</td>
</tr>
</tbody>
</table>

### Result of Varying Each Assumption Separately

<table>
<thead>
<tr>
<th>Assumption</th>
<th>Low</th>
<th>Base</th>
<th>High</th>
</tr>
</thead>
<tbody>
<tr>
<td>% Var - Instruc Cost</td>
<td>(62,616)</td>
<td>3,775</td>
<td>70,166</td>
</tr>
<tr>
<td>% Incr Credit Hrs</td>
<td>(26,537)</td>
<td>3,775</td>
<td>34,088</td>
</tr>
<tr>
<td>% Out of State</td>
<td>(23,572)</td>
<td>3,775</td>
<td>31,122</td>
</tr>
<tr>
<td>Annual CH/ Bed</td>
<td>(10,228)</td>
<td>3,775</td>
<td>17,778</td>
</tr>
<tr>
<td>Occupancy Rate</td>
<td>(8,193)</td>
<td>3,775</td>
<td>15,744</td>
</tr>
<tr>
<td>Monthly Rent</td>
<td>(5,825)</td>
<td>3,775</td>
<td>13,375</td>
</tr>
</tbody>
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Capital Status Report
Executive Summary
August 2018

Attached is the Capital Project Status Report for the September 16-17, 2018 meeting of the Board of Trustees.

The report reflects a total of 16 projects, with one project new project having been added since the previous report.

The new project is the EDA Hatchery Building Roof Replacement (5100456) which was approved for expenditures up to $562,000 at the June 2018 Finance, Facilities and Technology Committee meeting.

Two projects will be removed from the next subsequent report due to completion. They are: UMaine’s Memorial Union Bear’s Den Renovations (5100427) project, and UMM’s Card Access Project (4100036, 4100037). That removal status is indicated on the report listing.

The largest single project currently in the portfolio is the Engineering Education and Design Center. The 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 – sometimes referenced as a CM@Risk – to provide pre-construction services and serve as a team member alongside the designers and campus committee members. The committee is using the CM@Risk method of delivery for the project based on a number of factors which lend this process to this type of project including but not limited to technical complexity, cost control and schedule control. A third-party review concurred with this approach. The interested firms provided submissions for review on July 24th, 2018 and the building committee is in the selection process for a finalist.
Current number and approved cost of active major capital facility projects

Total # of BOT approved projects as of report date

Total approved BOT estimated expenditures - all funds

Total Approved Funding by Source for Active Major Capital Facility Projects

Grants
Campus funds
Gifts & Endowments
State Bonds
Revenue Bonds

Board of Trustees Meeting - Reports

9/6/2018
# Capital Project Status Report

**Board Approved Projects**

**September 2018 - Board of Trustees**

With Grand Totals and % of Current Approved Estimates

<table>
<thead>
<tr>
<th>Campus, Project Name (Project ID)</th>
<th>Funding Source(s) &amp; each source's share of expenditures to date</th>
<th>Status</th>
<th>Original Estimated Completion</th>
<th>Current Est. Completion</th>
<th>Original Approved Estimate</th>
<th>Current Approved Estimate</th>
<th>% Expended of Current Approved Estimate</th>
<th>Prior Actions, Information &amp; Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>UM</strong></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Advanced Structures and Composites Center Expansion/ASCC Equip W2 Thermoplastics Lab/ASCC Equip W2 Tow Carriage (5100316, 5100414, 5100432)</td>
<td>Grants (77%), 2010 State Energy Bond (11%), Gifts (12%)</td>
<td>Project 5100316 is Complete, Project 5100414 Design in Progress, Project 5100432 is Design in Progress</td>
<td>2014</td>
<td>2018</td>
<td>$6,400,000</td>
<td>$10,400,000</td>
<td>90%</td>
<td>Board Approved $6.4M in November, 2012. Board approved $1.6M in March 2014. Board approved increase of $871,000 in March 2015. BOT approved additional $1.5M in May 2016 for equipment project.</td>
</tr>
<tr>
<td>Cooperative Extension Diagnostic &amp; Research Lab (5100387)</td>
<td>2014 State Bond (85%), Campus E&amp;G Funds (10%), Grants (5%)</td>
<td>Substantially Complete</td>
<td>2016</td>
<td>2018</td>
<td>$9,000,000</td>
<td>$9,400,000</td>
<td>93%</td>
<td>BOT approved $9M in July, 2015. Board approved increase of $400,000 in July 2017.</td>
</tr>
<tr>
<td>Aquatic Animal Health Facility (5100440)</td>
<td>Grants (82%), Campus E&amp;G Funds (18%)</td>
<td>Substantially Complete</td>
<td>2017</td>
<td>2018</td>
<td>$2,300,000</td>
<td>$2,800,000</td>
<td>51%</td>
<td>Board approved $2.3M in January, 2017. Board approved increase of $500,000 (8.6%) in project cost in November, 2017.</td>
</tr>
<tr>
<td>Barrows Hall ESRB Lab Renovations (5100424)</td>
<td>Campus E&amp;G Funds (100%)</td>
<td>Complete</td>
<td>2017</td>
<td>2018</td>
<td>$1,900,000</td>
<td>$1,900,000</td>
<td>81%</td>
<td>Board approved $1.9M in March, 2017</td>
</tr>
<tr>
<td>***** Memorial Union Bear's Den Renovations (5100427)</td>
<td>Campus AUX Funds (100%)</td>
<td>Complete</td>
<td>2017</td>
<td>2018</td>
<td>$3,600,000</td>
<td>$3,600,000</td>
<td>90%</td>
<td>Board approved $3.6M in March, 2017</td>
</tr>
<tr>
<td>Darling Marine Center Waterfront Infrastructure (5100459, 5100460, 5100461)</td>
<td>Grants (100%), Campus Funds (0%)</td>
<td>Design in Progress</td>
<td>2017</td>
<td>2018</td>
<td>$3,000,000</td>
<td>$3,000,000</td>
<td>4%</td>
<td>Board approved $3M in July, 2017.</td>
</tr>
<tr>
<td>** Engineering Education and Design Center (5100458)</td>
<td>Bond (0%), Campus E&amp;G Funds (100%)</td>
<td>Design in Progress</td>
<td>2024</td>
<td>2024</td>
<td>$1,000,000</td>
<td>$9,000,000</td>
<td>9%</td>
<td>Board approved $1M in September, 2017. Board approved $8M in May, 2018.</td>
</tr>
<tr>
<td>Wells Commons Generator (5100433)</td>
<td>Campus Auxiliary Reserves (100%)</td>
<td>Construction in Progress</td>
<td>2019</td>
<td>2019</td>
<td>$525,000</td>
<td>$525,000</td>
<td>7%</td>
<td>Board approved $525,000 January, 2018.</td>
</tr>
<tr>
<td>*** CCAR EDA Hatchery Building Roof Replacement (5100456)</td>
<td>Campus Auxiliary Reserves (100%)</td>
<td>Construction in Progress</td>
<td>2019</td>
<td>2019</td>
<td>$562,000</td>
<td>$562,000</td>
<td>3%</td>
<td>Board approved $562K in June, 2018.</td>
</tr>
<tr>
<td><strong>UMF</strong></td>
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<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Science Labs Renovations (Preble &amp; Ricker (2100065, 2100068)</td>
<td>2013 Lab &amp; Class State Bond (100%)</td>
<td>Substantially Complete</td>
<td>2014</td>
<td>2018</td>
<td>$1,377,000</td>
<td>$1,377,000</td>
<td>89%</td>
<td>Board approved $1.377M in July 2014.</td>
</tr>
<tr>
<td><strong>UMFK</strong></td>
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<td></td>
</tr>
<tr>
<td>Forestry Geographic Info Sys Tech Labs/Nursing Lab Renov/Teleconf Ctr Upgrades (3100029 3100030 3100031)</td>
<td>2013 Lab &amp; Class State Bond (100%)</td>
<td>Substantially Complete</td>
<td>2014</td>
<td>2018</td>
<td>$1,200,000</td>
<td>$1,200,000</td>
<td>99%</td>
<td>Board approved $1.2M in May 2014.</td>
</tr>
<tr>
<td><strong>UMM</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Compressed Natural Gas Heating Conversion (4100028)</td>
<td>Revenue Bonds (100%)</td>
<td>Substantially Complete</td>
<td>2014</td>
<td>2018</td>
<td>$1,800,000</td>
<td>$1,800,000</td>
<td>84%</td>
<td>Board approved $1.8M in July 2014.</td>
</tr>
<tr>
<td>***** Card Access Project (4100036, 41000037)</td>
<td>Campus E&amp;G Funds (26%), Campus Auxiliary Funds (74%)</td>
<td>Complete</td>
<td>2018</td>
<td>2018</td>
<td>$571,000</td>
<td>$597,500</td>
<td>96%</td>
<td>Board approved $571,000 in July, 2017. Change in project cost to $597,500 (4.6% change) approved by Chancellor in October 2017 per Trustee policy 701.</td>
</tr>
<tr>
<td>Campus, Project Name (Project ID)</td>
<td>Funding Source(s) &amp; each source’s share of expenditures to date</td>
<td>Status</td>
<td>Original Estimated Completion</td>
<td>Current Estimated Completion</td>
<td>Original Approved Estimate</td>
<td>Current Approved Estimate</td>
<td>% Expended of Current Approved Estimate</td>
<td>Prior Actions, Information &amp; Notes</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------------------------------------------------------------</td>
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<td>-----------------------------</td>
<td>---------------------------</td>
<td>--------------------------</td>
<td>----------------------------------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>USM ** Athletic Field Lighting (6100289, 6100305, 6100306)</td>
<td>Campus E&amp;G Funds (44%), External Lease Financing (56%)</td>
<td>Construction in Progress</td>
<td>2018</td>
<td>2018</td>
<td>$1,780,000</td>
<td>$1,780,000</td>
<td>5%</td>
<td>Board approved $1.78M in March, 2018. Board approved execution of a tax-exempt master lease financing agreement not to exceed $1M in May, 2018</td>
</tr>
<tr>
<td>USM Center for the Arts (6100300)</td>
<td>Gifts (100%)</td>
<td>Pre-Design in Progress</td>
<td>2022</td>
<td>2022</td>
<td>$1,000,000</td>
<td>$1,000,000</td>
<td>0%</td>
<td>Board approved $1M in January, 2018.</td>
</tr>
<tr>
<td>Corthell Hall HVAC Upgrades (6100295)</td>
<td>Campus E&amp;G Funds (100%)</td>
<td>Construction in Progress</td>
<td>2018</td>
<td>2018</td>
<td>$550,000</td>
<td>$550,000</td>
<td>47%</td>
<td>Board approved $550K in May, 2018.</td>
</tr>
</tbody>
</table>

Explanatory Notes:
* Project is new as of this report.
** Details of this project include updates since the last report.
*** This project has been completed since the last report and is not expected to appear on the next report.

Funding source(s) reflects primary source(s) for project.
Calendar Year unless otherwise noted.
Percentage expended reflects total expended as of July 31, 2018 as a percentage of the current approved project estimate.