

Board of Trustees

**Finance, Facilities & Technology Committee**

October 30, 2024 – 9:00 am to 12:00 pm  
Zoom Meeting – No Physical Location Available

The public is invited to view the meeting on YouTube. The link to the Board of Trustees YouTube page can be found the Board website: <https://www.maine.edu/board-of-trustees/>

**AGENDA**

- 9:00am – 9:05am Call the meeting to order and Roll Call
- 9:05am – 9:35am **EXECUTIVE SESSION**  
The Finance, Facilities, & Technology Committee will enter Executive Session under the provision of: 1 MRSA Section 405 6-C
- 9:35am – 9:40am  
TAB 1 Capital Center Space Renovation Project Budget Increase, UMA
- 9:40am – 9:55am  
TAB 2 Data Integration System Purchase, UMS
- 9:55am – 10:05am  
TAB 3 Ground Lease Authorization, UM, Sigma Chi Fraternity
- 10:05am – 10:15am  
TAB 4 Zebrafish Facility, UM
- 10:15am – 10:25am  
TAB 5 Greenhouse Renovation thru Replacement, UMFK
- 10:25am – 10:35am  
TAB 6 Reimbursement Resolution, Equipment – Master Lease Agreement Financing
- 10:35am – 10:45am  
TAB 7 UMS Reserve Policy Update
- 10:45am – 10:55am  
TAB 8 Strategic Plan Tracking
- 10:55am – 11:45am  
TAB 9 Offsite Locations Presentation, UM
- 11:45am – 12:00pm  
TAB 10 IT Project Updates

Action items within the Committee purview are noted in green.  
Items for Committee decisions and recommendations are noted in red.

*Note: Times are estimated based upon the anticipated length for presentation 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 Committee.*

University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** Capital Center Space Renovation Project Budget Increase Request, UMA

**CAMPUS PRESENTER(S):** Jenifer Cushman, Aili Robinson, Jonathan Henry, Shannon Gauvin

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:** X

**BOARD POLICY:**

701 – Budgets, Operating & Capital

**UNIFIED ACCREDITATION CONNECTION:**

UMA's distance model and geographic location provide opportunities for state-of-the-art nursing simulation professional development opportunities throughout UMS. The facility will enhance support for remote cohorts at UMA's designated Centers as well as the cohorts at the University of Maine at Farmington and University of Maine Machias. Nursing leadership across the system has worked hard to align nonclinical courses, and the transferability of credits has contributed to an increase in enrollment. The requirement to take clinical courses to achieve the Holistic Nurse Certification supports the need for additional space to meet the demands of lab and simulation needs. Collaboration is underway with the University of Maine to establish a holistic component in its program, further adding to the need for additional space to meet student learning needs.

**UMS STRATEGIC PLAN CONNECTION:**

This request relates to the UMS Strategic Plan through Commitment 1 (serving the state of Maine, its constituents, and its economy) and Teaching Action 2 (expansion of access to course offerings).

**BACKGROUND:**

**a. Summary of the request**

The University of Maine System acting through the University of Maine at Augusta (UMA) requests an increase in the authorization for the completion of the Nursing space in the leased Capital Center by no more than \$850,000.

**b. Overall requested budget and funding source(s):**

On January 10, 2024, the Board of Trustees approved UMA to spend up to \$6.3M to renovate the newly leased Capital Center in Augusta, Maine for the Nursing program using two (2) federal earmarks.

The University of Maine System received an initial federal earmark of \$4.5M in 2022 that was

10/21/24

divided between five (5) campuses to “Improve Access to Care and Patient Outcomes across Maine.” After completing all 5 projects, there is approximately \$850,000 remaining from the initial earmark funding. The new project budget will not exceed \$7.15M.

**c. Is the project included or reflected in the Master Plan, Long Term capital plan or 1-year capital plan most recently approved by Trustees? If not, please explain why.**

This project was initially approved by Trustees in 2023 and is included on the Master Plan.

**d. Detailed explanation of rationale for project and metrics for success of the project (ROI or other)**

The space will be utilized by UMA to create the Capital Center for Nursing. Relocation of the UMA Nursing program to this site will enable the Nursing program to increase the entering student cohort from 64 to 72 in the first year and to 80 in subsequent years. Additionally, this facility allows the UMA Nursing program to research the possibility of an accelerated track for students already having earned a baccalaureate degree, adding additional students/graduates. In the most recent graduating class, 50 of the 51 graduates remained in the state of Maine

The two phases will renovate the 20,130 square feet of space and may include demolition; plumbing; fire protection; HVAC; electrical; framing; doors and door hardware; interior finishes; mechanical systems; audio/visual components; and equipment.

Due to inflation, UMA underwent a value engineering exercise, to stay within the initial budget. By adding the additional grant funding to the project, several key construction components can be built back into the plan, thus making the space more functional for students and conferencing.

**e. Explanation of the scope and substance of the project as needed to supplement (a) through (d) above. Note: scope includes an explanation of community impact, how the project ties to the University’s mission, etc.**

None

**f. Changes, if any, in net square footage or ongoing operating costs resulting from the project**

At its April 26, 2023, meeting, the Finance, Facilities & Technology Committee approved the lease of 20,130 square feet of space at “The Marketplace” in Augusta. This lease was subsequently approved by the Board of Trustees at its May 21-22, 2023, meeting. UMA’s FY24 operating budget was developed with these additional operating expenses included.

**g. Alternatives that were considered to meet the need being addressed by this project**

None

**h. Project Timeline for: 1. Start 2. Occupancy and 3. Completion**

The project is currently underway with a substantial completion of summer 2025. Nursing classes are planned for Fall 2025.

**i. Timeline for any further consideration or action anticipated to be needed by the Board or its committees regarding this project if full authority is not being requested from the outset.**

No other consideration or action is anticipated if full authority is given.

**j. Additional information that may be useful to consideration of the item.**

10/21/24

**Note:** For items over \$5M, indicate when the item was originally presented as an information item.

If UMA is not able to use this funding for the Capital Center, it will need to be returned to the federal government.

**TEXT OF PROPOSED RESOLUTION:**

That the Finance, Facilities and Technology Committee, approves the following resolution to be forwarded for Board of Trustee consent agenda at the November 17-18, 2024, Board Meeting.

That the Board of Trustees accepts the recommendation of the Finance, Facilities, and Technology Committee and authorizes the University of Maine System, acting through the University of Maine at Augusta to increase its project budget by \$850,000, making the Capital Center total budget \$7,150,000, for the completion of the Nursing space within the leased facility.

University of Maine System  
Board of Trustees

## AGENDA ITEM SUMMARY

**NAME OF ITEM:** Data Integration System Purchase

**CAMPUS PRESENTER(S):** Robert Placido

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:** X

**BOARD POLICY:**

[BOT Policy 701](#)

**UNIFIED ACCREDITATION CONNECTION:**

This will enable UMS to be faster at the adoption and integration of systems to support unified accreditation.

**UMS STRATEGIC PLAN CONNECTION:**

The Strategic plan has several objectives that require new systems. These critical systems need to be integrated with existing systems.

**BACKGROUND:**

**a. Summary of the Request**

We are requesting approval to purchase and implement the Boomi Integration Platform to enhance our data integration capabilities across the university's various systems and departments. Boomi will enable seamless connectivity between our on-premises and cloud applications, improving data accuracy, operational efficiency, and supporting our strategic objectives in digital transformation.

**b. Overall Requested Budget and Funding Source(s)**

- **Total Budget Requested:** \$2,499,583.49 over a 5-year period.
- **Yearly Breakdown:**
  - **Year 1 Subtotal:** \$499,935.52
  - **Year 2 Subtotal:** \$499,935.52
  - **Year 3 Subtotal:** \$499,904.15
  - **Year 4 Subtotal:** \$499,904.15
  - **Year 5 Subtotal:** \$499,904.15
- **Funding Sources:**
  - **Operational Budget:** \$499,583.49 from the operational budget. We reduced our overall budget to cover these costs, so no new money is needed.
  - **Anticipated Savings:** Additional soft cost (salary time) savings from decommissioning legacy systems and reducing manual processes.

**c. Inclusion in Existing Plans**

This project is not currently included in the Master Plan, Long-Term Capital Plan, or the 1-Year Capital Plan most recently approved by the Trustees. The need for a unified integration platform became urgent due to recent expansions in our digital infrastructure and the pressing requirement to improve data interoperability. We are bringing this proposal forward now to address these emerging needs promptly.

10/21/24

**d. Rationale and Metrics for Success**

- **Rationale:**
  - **Operational Efficiency:** Boomi will automate data flows between critical systems (e.g., Student Information Systems, HR, Finance), reducing manual data entry and errors.
  - **Strategic Alignment:** Supports our mission to leverage technology for enhancing educational delivery and administrative services.
  - **Scalability:** Provides a scalable solution to accommodate future growth and technological advancements.

**e. Scope and Substance of the Project**

- **Scope:**
  - Implement Boomi across all enterprise systems to integrate over 50 disparate applications.
  - Train IT staff and end-users on the new platform.
  - Decommission redundant systems and consolidate data repositories.
- **Community Impact:**
  - Enhances the ability of faculty and staff to access real-time data, improving decision-making and student services.
  - Facilitates better collaboration between departments through unified data access.
- **Alignment with University's Mission:**
  - Promotes innovation in administrative processes.
  - Supports academic excellence by ensuring reliable and timely data is available for educational planning and student support.

**f. Project Timeline**

1. **Start:** October 2024
2. **Deployment Phases:**
  - **Phase 1: Implementation, training, initial integrations during Q4 2024**
  - **Phase 2:** Core system integrations completed in Q1 2025
  - **Phase 3:** Full system roll-out by Q3 2025
3. **Completion:** Project finalized with current enterprise systems integrated in Q4 2025

**g. Timeline for Further Board Consideration**

- **Progress Updates:** We will provide an update to the Board on project completion.
- **Additional Approvals:** No further Board actions are anticipated unless project scope or budget adjustments are required.

**h. Additional Information**

- **Vendor Selection Process:** Boomi was selected through a Higher Ed cooperative agreement as assessed and recommended by University subject matter experts. This approach aligns with the University of Maine System's procurement policies (APL VII-A) for efficient and cost-effective acquisition of goods and services.
- **Risk Management:** The vendor has provided a SOC 2 report and executed a Data Processing Agreement, which serve as foundational components of our risk management strategy. These documents offer assurance on the vendor's security controls and data handling practices, addressing key areas of potential risk in our Boomi implementation.
- **Compliance:** The platform complies with all relevant data protection regulations, including FERPA and HIPAA where applicable.

**Note:** As the total expenditure is above \$500,000 and below \$5 million, this proposal is being presented for full Board approval in November.

**TEXT OF PROPOSED RESOLUTION:**

10/21/24

That the Finance, Facilities, and Technology Committee, approves the following resolution to be forwarded for Board of Trustee approval at the November 18, 2024 Board Meeting.

That the Board of Trustees accepts the recommendation of the Finance, Facilities and Technology Committee and authorizes the University of Maine System to spend \$2,499,583.49 over a 5-year period to purchase and implement the Boomi Integration Platform.

10/21/24



University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** Ground Lease Authorization, UM, Sigma Chi Fraternity

**CAMPUS PRESENTER(S):** Joan Ferrini-Mundy, President, and Vice Chancellor for Research & Innovation; Kelly Sparks, Vice President of Finance & Administration & Chief Business Officer

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:** X

**BOARD POLICY:**

802 – Disposition of Real Property

**UNIFIED ACCREDITATION CONNECTION:**

Standard Five of the NECHE Standards for Accreditation states that, "As appropriate, the institution provides co-curricular activities and supports opportunities for student leadership and participation in campus organizations and governance." Fraternities and sororities enhance the quality of student life at the University of Maine. Their commitment to the ideals of the social Greek-letter community promotes and provides for their members' academic support, leadership development, avenues in which to develop life-long friendships, and opportunities to participate in service to the community. These community standards and efforts are an important contribution to the excellence of the University of Maine and the University of Maine System.

**UMS STRATEGIC PLAN CONNECTION:**

Commitment Four, Action Three of the UMS Strategic Plan states that the University of Maine System will, "Deliver student life and co-curricular programming that brings students together, fosters social cohesion, and is responsive to all students— traditional and adult, commuter and residential— regardless of instructional format." We are also committed to "Support[ing] community social and cultural gatherings and events to promote collegiality, fun, and a sense of institutional affiliation." The University of Maine's Office of Fraternity and Sorority Affairs under the Division of Student Life supports the UMS Strategic Plan in this area.

**BACKGROUND:**

**a. Summary of the request:**

The University of Maine System, acting through the University of Maine requests authorization of renewal of a ground lease for thirty years with Sigma Chi Chapter House Association for the land located at 101 College Ave in Orono, Maine.

This request is pursuant to Board Policy 802, Disposition of Real Property, which requires leases with a total value of over \$100,000 and with a term greater than 5 years to be considered by the Board of Trustees or its Finance, Facilities, and Technology Committee. In this case, given the duration of the lease, the committee recommendation will be forwarded to the Consent Agenda at the November 17-18, 2024, Board meeting.

10/21/24

The chapter is in good standing with the University Office of Fraternity and Sorority Life. The proposed lease carries a term of thirty years with an annual rent of \$1. The Sigma Chi fraternity was founded at UM in 1902.

As of Fall 2024, ownership of the Sigma Chi Fraternity will transfer from the University of Maine to the Sigma Chi Chapter House Association. This sale will take place under the option agreement signed between the University and Phillip H. Morse in October 2022. The building was last appraised in 2015 for \$510,000 and at the January 2016 meeting of the UMS Board of Trustees, it was approved for sale.

- b. Overall requested budget and funding source(s):**  
N/A
- c. Is the project included or reflected in the Master Plan, Long Term capital plan or 1-year capital plan most recently approved by Trustees?**  
N/A
- d. Detailed explanation of rationale for project and metrics for success of the project (ROI or other).**  
N/A
- e. Explanation of the scope and substance of the project as needed to supplement (a) through (d) above. Note: scope includes an explanation of community impact, how the project ties to the University's mission, etc.**  
N/A
- f. Changes, if any, in net square footage or ongoing operating costs resulting from the project.**  
N/A
- g. Alternatives that were considered to meet the need being addressed by this project**  
N/A
- h. Project Timeline for: 1. Start 2. Occupancy and 3. Completion**  
N/A
- i. Timeline for any further consideration or action anticipated to be needed by the Board or its committees regarding this project if full authority is not being requested from the outset.**  
N/A
- j. Additional information that may be useful to consideration of the item.**  
N/A

**TEXT OF PROPOSED RESOLUTION:**

That the Finance, Facilities, and Technology Committee, approves the following resolution to be forwarded to the Consent Agenda for Board of Trustee approval at the November 17-18, 2024, Board Meeting.

10/21/24

That the Board of Trustees accepts the recommendation of the Finance, Facilities, and Technology Committee and authorizes the University of Maine System, acting through the University of Maine, to enter into a ground lease for the land at 101 College Ave, Orono, Maine with Sigma Chi Chapter House Association for the term of thirty years with all final terms and conditions subject to review and approval of the University of Maine System Treasurer and General Counsel.

10/21/24

University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** Zebrafish Facility, UM

**CAMPUS PRESENTER(S):** Joan Ferrini-Mundy, President, and Vice Chancellor for Research & Innovation; Kelly Sparks, Vice President for Finance and Administration & Chief Business Officer

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:** X

**BOARD POLICY:**

701 – Budgets, Operating & Capital

**UNIFIED ACCREDITATION CONNECTION:**

The University of Maine’s new zebrafish facility will increase access to system research and development facilities and promote both recruitment and retention of undergraduate and graduate students to benefit the entire University of Maine System. It aligns with our institutional mission and purposes, as required under NECHE Standard One. NECHE Standard 6.20 further states that “Consistent with its mission and purposes, the institution provides support for scholarship, research, and creative activities. Faculty and students undertake research to an extent reflective of the level and nature of the degrees awarded.”

**UMS STRATEGIC PLAN CONNECTION:**

This project is directly aligned with UMS Strategic Plan Commitment 1 and will support the advancement of the state of Maine through teaching (Teaching Actions, Action 2; Goal 1.1), enhanced research facilities through external government funding (Research Actions, Action 1, Goal 1.2), and service (Service Actions, Action 1, Goal 2.1). Additionally, this project will strengthen our System through financial sustainability and effective infrastructure portfolio management (Effective Infrastructure Portfolio Actions, Action 1, Goal 1.1) by reducing energy consumption (Financial Sustainability Actions, Action 3, Goal 3.3) and reducing deferred maintenance.

**BACKGROUND:**

**a. Summary of the request**

The University of Maine System, acting through the University of Maine (UMaine), requests authorization to spend up to \$875,000 for renovations of an area within the Hitchner Hall '87 wing for the expansion of the Zebrafish facility. This request is pursuant to Board policy 701 which requires Board approval for projects with a value of \$500,000 or greater.

**b. Overall requested budget and funding source(s):**

Two funding sources are secured totaling \$875,000. COBRE Grant for \$300,000 and \$575,000 from E&G Indirect Research funds.

10/21/24

- c. Is the project included or reflected in the Master Plan, Long Term capital plan or 1-year capital plan most recently approved by Trustees?**  
No, this project is a renovation of existing space that, due to cost increases and inflation in construction, this project has increased over the \$575,000 threshold that would not have been included in the past 1-year capital plans.
- d. Detailed explanation of rationale for project and metrics for success of the project (ROI or other)**  
Renovation of an existing lab space in Hitchner Hall (Room 184) to create a new zebrafish lab adjacent to the current lab in Hitchner Room 183. The new lab space will provide a significant increase in zebrafish capacity and allow for growth of the zebrafish facility. Additional capacity will increase research productivity and provide flexibility for all faculty whose labs use the zebrafish system.
- e. Explanation of the scope and substance of the project as needed to supplement (a) through (d) above. Note: scope includes an explanation of community impact, how the project ties to the University's mission, etc.**  
N/A
- f. Changes, if any, in net square footage or ongoing operating costs resulting from the project**  
This project will not increase the square footage of the university nor increase ongoing operating costs.
- g. Alternatives that were considered to meet the need being addressed by this project**  
The project was considered as part of the SAWIC facility. However, due to several research requirements for both research facilities, it was determined the SAWIC facility is not a viable location for the zebrafish facility.
- h. Project Timeline for: 1. Start 2. Occupancy and 3. Completion**  
The project is in the design phase with construction estimated for early spring 2025 and completion by the end of 2025.
- i. Timeline for any further consideration or action anticipated to be needed by the Board or its committees regarding this project if full authority is not being requested from the outset.**  
N/A
- j. Additional information that may be useful to consideration of the item.**  
N/A

**TEXT OF PROPOSED RESOLUTION:**

That the Finance, Facilities, and Technology Committee, approves the following resolution.

That the Finance, Facilities, and Technology Committee authorizes the University of Maine System, acting through the University of Maine to expend up to \$875,000 for renovations within Hitchner Hall for the expansion of the Zebrafish facility.

10/21/24

University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** Greenhouse Renovation thru Replacement

**CAMPUS PRESENTER(S):** President Deb Hedeem, UMFK  
CBO Pam Ashby, UMFK

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:** X

**BOARD POLICY:**

Delegation of Board of Trustees Authority to the Finance, Facilities & Technology Committee Matrix – Increases in space through construction, if not dedicated to research activities, require board approval.

**UNIFIED ACCREDITATION CONNECTION:**

Dr. Kennedy Rubert-Nason’s summer research activities have included graduate students from other campuses, and he intends to expand research partnerships with these campuses in the future.

**UMS STRATEGIC PLAN CONNECTION:**

Goal 2.1: Continue to target low-net asset value buildings for removal.

Goal 3.1: Deliver student life and co-curricular programming that fosters social cohesion and engages all students.

**BACKGROUND:**

Summary: The current greenhouse is only 581 square feet, has a renovation age of 38 years, and is attached to a science lab in Cyr Hall on the second floor, supported only by posts. The greenhouse is a vital part of UMFK’s natural sciences programming and research, and requires significant repairs, including all windows, ventilation, and structural support. The recommendation is to raze the existing structure and rebuild a new 1,200 square foot greenhouse at ground level. This modest increase of approximately 619 square feet will be offset by the razing of the Gagne House (1,597 square feet), resulting in a net reduction of 978 square feet. Since only approximately 50% of the activities within the greenhouse are dedicated to research, board approval for the greenhouse expansion is required.

- a. Request: Greenhouse expansion of 619 square feet, to be offset by razing of 1,597 square foot Gagne House.
- b. Funding Source: This renovation through replacement will be well below the \$500,000 FFT approval threshold and will be funded by deferred maintenance bond funds.
- c. Plans: The recommendation to “replace the outdated greenhouse on the second floor” was part of the UMFK Master Plan Report of 2017. Renovation of the “science wing, including the greenhouse” is included in both the one-year and five-year Capital Plan.

10/21/24

- d. Rationale: By only providing the necessary updates and repairs, UMS would be investing in a tiny greenhouse in a problematic location. The greenhouse is only accessible through a second-floor science lab, which is disruptive to other programming and dysfunctional when loading and unloading plants and supplies. Leaking and air-quality issues created by a second-floor greenhouse location negatively affects usage of space adjacent and below and needs to be addressed before upgrading those areas. A greenhouse on the ground would allow direct exterior access and be more practical than a greenhouse suspended in the air. If we only relocate the greenhouse without at least a minimal increase, we would be doing a disservice to our students by keeping the size limited to only 591 square feet.
- e. Scope: Proceeding with this project will enable us to improve research space, improve classroom environment, and is the first step in Cyr Hall upgrades and anticipated window replacement.
- f. Changes in square footage: 619 square foot increase, to be offset by 1,597 square foot decrease through razing of Gagne House, resulting in a net reduction of 978 square feet.
- g. Alternatives: Consideration of only updating the greenhouse has resulted in the conclusions addressed above in Rationale.
- h. Project Timeline: The desired timeline is as soon as possible in calendar year 2025, subject to coordination with programmatic and research needs.
- i. Timeline for any further consideration or action anticipated to be needed by the Board or its committees: N/A
- j. Additional information: Please see photos attached.

**TEXT OF PROPOSED RESOLUTION:**

That the Finance, Facilities, and Technology Committee, approves the following resolution to be forwarded to the Consent Agenda for Board of Trustee approval at the November 17-18, 2024, Board Meeting.

That the Board of Trustees accepts the recommendation of the Finance, Facilities, and Technology Committee and authorizes the University of Maine System, acting through the University of Maine at Fort Kent, to increase the Cyr Greenhouse square footage by approximately 619 square feet.

Additional information attachment:



10/21/24



University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** Reimbursement Resolution, Equipment – Master Lease Agreement Financing

**CAMPUS PRESENTER(S):** Tracy Elliott, VP of Finance and Controller

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:** X

**BOARD POLICY:**

701 – Budgets, Operating & Capital

712 – Debt Policy

**UNIFIED ACCREDITATION CONNECTION:**

N/A

**BACKGROUND:**

The University of Maine System requests that the Board approve the Resolution for Reimbursement of Project Expenditures, which will allow the University to use subsequent financing proceeds to reimburse project expenditures made prior to debt issuance. This resolution facilitates financing using the Master Equipment Lease/Purchase Agreement with Banc of America Public Capital Corp (BAPCC or Bank), as lessor, which the Board approved at its July 15, 2024 meeting.

The Lease/Purchase Agreement allows for the acquisition, purchase, financing and leasing of various equipment pursuant to the negotiated contract terms with BAPCC. Each project will have its own Bank Schedule that will detail the specific project and financing terms. As BAPCC requires each financing to be at least \$200,000, the University will group projects for financing purposes as needed. Prior to financing, the University may fund the expenditures internally and later be reimbursed from financing proceeds.

Before initiating project expenditures or financing, management will seek BOT approvals, when required, for capital equipment expenditures of \$500,000 or more consistent with BOT Policy Manual section 701 which addresses Operating and Capital Budgets.

**TEXT OF PROPOSED RESOLUTION:**

That the Finance, Facilities, and Technology Committee, approves the following resolution to be forwarded for Board of Trustee approval at the November 18, 2024, Board Meeting.

That the Board of Trustees accepts the recommendation of the Finance, Facilities, & Technology Committee and declares official intent for System reimbursement from the

proceeds of tax-exempt obligations for certain capital expenditures funded by the System prior to the issuance of such tax-exempt obligations.

**Attachments:**

[Reimbursement of Project Expenditures Detailed Resolution – Equipment Other than Energy Savings Projects](#)  
[Previously Approved AIS - Request for Proposal – Financing Services Award, July 15, 2024](#)

Reimbursement of Project Expenditures Detailed Resolution – Equipment Other than Energy Savings Projects

6.1

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UNIVERSITY OF MAINE SYSTEM, EXPRESSING THE SYSTEM’S INTENTION TO BE REIMBURSED FROM THE PROCEEDS OF TAX-EXEMPT OBLIGATIONS FOR CERTAIN CAPITAL EXPENDITURES TO BE PAID BY THE SYSTEM PRIOR TO THE ISSUANCE OF SUCH TAX-EXEMPT OBLIGATIONS.**

**WHEREAS**, the University of Maine System (the “University System”), expects to incur capital expenditures, excluding Energy Service Company (ESCO) agreements/ Energy Savings Projects, aggregating approximately **\$1,000,000** for the acquisition and installation of various equipment, including but not limited to motor vehicles, research equipment, athletic equipment, technology equipment, and furnishings, as generally budgeted for in the operating or other appropriate budgets adopted by this Board of Trustees of the University System from time to time (collectively referred to herein as the “Project”); and

**WHEREAS**, funds for the Project will be provided on an interim basis from existing cash resources or temporary borrowings by the System (the “Temporary Advances”); and

**WHEREAS**, pursuant to the budgetary and financial policies and practices of the System, the Temporary Advances are not available to fund the Project on a long-term basis; and

**WHEREAS**, it is reasonably expected that the Project will be financed on a long-term basis with the proceeds of one or more issuances of tax-exempt obligations (each, “Tax-Exempt Obligations”) to be issued by the University System under applicable laws of the State of Maine; and

**WHEREAS**, except for any architectural, engineering and similar preliminary expenditures, this Resolution is being adopted **prior to or within 60 days after** the date of the payment of the capital expenditure to be reimbursed;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the System:

Section 1. Official Intent. The Board hereby declares official intent for the purposes of Section 1.150-2 of the Treasury Regulations, as follows: it is reasonably expected that (a) Temporary Advances for the Project will be reimbursed, in whole or in part, from the proceeds of the Tax-Exempt Obligations; (b) the aggregate principal amount of the Tax-Exempt Obligations will not exceed **\$1,000,000** for the Project; (c) such reimbursement from the proceeds of the applicable Tax-Exempt Obligations for all or any part of the Project **shall occur within 18 months** following the later of (i) the date the capital expenditure to be reimbursed was paid, or (ii) the date on which the related Project is placed in service, but not later than three years after the date of such capital expenditure for the related Project; and (d) the authorization and terms of the Tax-Exempt

Obligations shall be subject and pursuant to subsequent action and approval by the Board, if such approval is required and has not already been obtained.

Section 2. Effective Date. This Resolution shall take effect immediately upon its adoption.

**DONE AND RESOLVED** by the Board of Trustees of the University of Maine System, this 18 day of November, 2024.

6.1

University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

6.2

**NAME OF ITEM:** Request for Proposal – Financing Services Award

**CAMPUS PRESENTER(S):** Tracy Elliott, VP for Finance and Controller

**INITIATED BY:** Dannel P. Malloy, Chancellor

**BOARD INFORMATION:**

**BOARD ACTION:** X

**BOARD POLICY:**

701 – Budgets, Operating & Capital  
712 – Debt Policy

**UNIFIED ACCREDITATION CONNECTION:** Maximize Financial Resources

**BACKGROUND:**

The University of Maine System (UMS) recently completed a Request for Proposal (RFP) process for Financing Services. The goal of the competitive process was to ensure that the UMS continues to receive favorable terms and conditions for ongoing capital equipment financing and Energy Services Contracts (ESCOs) with a qualified financial firm. The RFP requested pre-negotiated terms and conditions including:

- A fixed basis point markup above a publicly available index with tax-exempt and taxable financing terms.
- Financing terms of 2 years up to 10 years for capital equipment and up to and including 20 years for ESCOs, not to exceed the useful life of the property.

Based on a careful review and scoring of the proposals, the UMS Sourcing Committee recommends re-awarding the financing agreement to the incumbent, Banc of America Public Capital Corp (a wholly owned subsidiary of Bank of America, National Association (the “Bank”)) (“BAPCC”).

Once approved by the BOT, the UMS will work with the vendor to finalize the Master Equipment Lease/Purchase Agreement and any Terms and Conditions. Additionally, before completing individual financing schedules or agreements, management will seek BOT approvals, as required, for ESCOs and for capital equipment expenditures of \$500,000 or more consistent with BOT Policy Manual section 701 which addresses *Operating and Capital Budgets*.

As stated in its proposal, BAPCC’s Government Finance team is one of the tax-exempt industry’s largest financial solutions providers, with a nationwide presence in the municipal equipment financing realm. BAPCC structures, implements and distributes tax-exempt financing solutions to complement the current and long-term financial strategies of tax-exempt entities.

7/05/24

Further, BAPCC Energy Services is one of the nation's largest providers of tax-exempt, tax credit, and taxable lease purchase and direct placement financial solutions to public sector entities for energy efficiency and renewable energy projects. Their dedicated Energy Services team includes specialties in Transaction Management, Pricing, Contracts, and Legal and they are able to work with customers and ESCOs to model savings cash flows.

**Key terms and features of the BAPCC proposal include:**

**Annual Funding Amount:** The line of credit will be in place for one year with annual extensions, if requested, subject to annual credit and annual index pricing review.

**Interest Rates:** BAPCC uses the Secured Overnight Financing Rate (SOFR) Swaps Index plus a spread determined by the taxable or non-taxable nature of the financing and the lease term. Interest rates are held for 15 business days unless UMS requests a rate lock.

**SOFR Defined:** SOFR is a benchmark interest rate that measures the cost of borrowing cash overnight using Treasury securities as collateral. It is calculated daily by collecting repo data, averaging it, and publishing the result on the next business day. SOFR is used by financial institutions to set interest rates for other businesses and borrowers.

**Rate Lock:** UMS may lock rates for up to 180 days. Pricing for rate locks are market sensitive and are available upon request.

**Maximum Funding:** \$10 million with increased funding amounts available, subject to BAPCC review and approval.

**Minimum Schedule Size:** Minimum Financing Schedule amount is \$200,000.

**Pre-payment for Capital Equipment:** Pre-payable in whole and **NOT** in part during the first half of the term of financing at 102% of the principal balance, and thereafter pre-payable at par.

**Pre-payment for Energy Transactions:** On any periodic rental payment date and following 30 days advance written notice, UMS has the option to prepay its obligations (in whole and **NOT** in part) upon payment of the then-applicable Purchase Price, which will be calculated as 102% of the outstanding principal balance.

**One-Time Optional Partial Prepayment:** From and after UMS's delivery to BAPCC of the Final Acceptance Certificate, in the event that UMS receives a grant under the Inflation Reduction Act of 2022 for the Equipment (the "IRA Grant"), on a Rental Payment Date specified in the Payment Schedule, upon not less than 30 days prior written notice, UMS may prepay a portion of the Lease/Purchase which shall include a prepayment premium of 1% on the amount of the IRA Grant.

The Finance, Facilities, and Technology Committee approved this item to be forwarded to the July 14-15, 2024 Board of Trustees meeting, for approval of the following resolution:

7/05/24

**TEXT OF PROPOSED RESOLUTION:**

That the Board of Trustees accepts the recommendation of the Finance, Facilities, and Technology Committee, and authorizes the University of Maine System to execute and deliver the Master Equipment Lease/Purchase Agreement with Banc of America Public Capital Corp, as lessor, and separate schedules for the acquisition, purchase, financing and leasing of certain equipment and ESCO agreements pursuant to the negotiated contract terms resulting from Request for Proposal #2024-062; authorizing the execution and delivery of other documents required in connection therewith; and authorizing all other actions necessary to the consummation of the transactions contemplated by this resolution.

6.2

Approved by BOT July 15, 2024

7/05/24

University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** UMS Reserve Policy Update

**CAMPUS PRESENTER(S):** Vice Chancellor Low

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:**

**BOARD POLICY:**

700

**UNIFIED ACCREDITATION CONNECTION:**

**UMS STRATEGIC PLAN CONNECTION:**

**BACKGROUND:**

Vice Chancellor Ryan Low will provide an update regarding ongoing discussions of potential changes to the UMS Reserve Policy.



University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** Strategic Plan Tracking

**CAMPUS PRESENTER(S):** Vice Chancellor Low & Gretchen Caitlin

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:**

**BOARD ACTION:**

**BOARD POLICY:**

700

**UNIFIED ACCREDITATION CONNECTION:**

**UMS STRATEGIC PLAN CONNECTION:**

**BACKGROUND:**

Vice Chancellor Low and Gretchen Catlin will provide the Finance, Facilities, and Technology Committee with an update on the Strategic Plan Tracking process, along with the latest developments in capital project reporting.

Attachment

[Strategic Plan Tracking Combined Info](#)

## **Effective Infrastructure Portfolio:**

**Effective Infrastructure Portfolio Goal 1.2: Assess the utility and return on investment of our instructional sites and centers across the state by June 2024.**

Update: Earlier this year, with the assistance of several System offices and countless hours of support from the individual institutions – largely UM and UMA – UMS completed its first comprehensive study of all of its off-site locations and centers. The report was presented to the Finance, Facilities, and Technology Committee on June 26<sup>th</sup>. Additional sessions to present further details and present an opportunity for deeper discussions will take place at the Committee’s October 30 (UM) and December 18 (UMA) discussions.

Copy of report:

[Off Site and Center Report](https://www.maine.edu/board-of-trustees/wp-content/uploads/sites/12/2024/06/FFT-Diligent-Book-June-26-2024-rev.-6.24.24.pdf)

<https://www.maine.edu/board-of-trustees/wp-content/uploads/sites/12/2024/06/FFT-Diligent-Book-June-26-2024-rev.-6.24.24.pdf>

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## **Financial Sustainability:**

**Financial Sustainability Action 1: In order to position our System for the future, each university and the law school will propose a balanced budget for each fiscal year and will conclude that year in balance without reliance on central support.**

**Financial Sustainability Goal 1.1: Budgets will be tied to realistically achievable enrollment targets derived from historical enrollment trends and a data-driven assessment of demographic conditions.**

**Financial Sustainability Goal 1.2: Mid-year budget revisions will be tied to achievable cost reductions, and will not include mid-cycle upward revisions of enrollment estimates unless clearly justified by available enrollment data.**

Update: The FY26 Budget is in the early stages of development. Final budget instructions will go out to campuses in the next few days. Campuses are already working on those plans, although we still need to provide critical information related to appropriations, bargaining impacts and other areas related to Shared Services. Budget instructions will note:

1. Each University and Law School will submit a balanced budget;
2. Enrollment calculations will be provided by System IR and any adjustments need to be explained and approved as part of budget process;
3. Budget adjustments needed to bring budgets back into balance submitted next month will be based on expenditure reductions. Any adjustments that include additional revenue, including positive enrolment increases, must be approved by Trustees.

### **FS 3.3 – Identify reductions in energy consumption, including strategic management of underused or unused buildings and offices during periods of peak energy consumption (winter & summer).**

The University of Maine System (UMS) continues to see significant benefits from its participation in the Net Energy Billing (NEB) program and strategic management of Renewable Energy Certificates (RECs). Second quarter (April through June) highlights strong financial and energy savings, while also aligning with UMS’s newly approved systemwide Carbon Commitment, which consolidates individual campus efforts into a unified approach to achieving carbon neutrality.

UMS generates kilowatt-hours (kWh) of renewable energy through partnerships with various solar, hydroelectric, and other renewable energy projects across Maine. We collaborate, through our arrangement with Competitive Energy Services, with developers who build and operate these projects, and in return, UMS receives a share of the energy produced in the form of credits.

#### **Key Performance Highlights (Q2 2024):**

- **Total Savings:** UMS saved \$885,834 this quarter, marking consistent progress in energy efficiency across the System.
- **Energy Generation:** UMS projects generated 9,077,911 kWh of renewable energy, contributing both financially and environmentally.

#### **New Systemwide Carbon Commitment:**

In June 2024, UMS streamlined the carbon commitments of all campuses into a single systemwide commitment which represents a significant step forward in the System’s sustainability strategy. This unified approach will:

- Enhance collaboration and resource sharing across campuses.
- Increase the efficiency of REC management and carbon reduction efforts.
- Align with state and national goals for reducing greenhouse gas (GHG) emissions, reinforcing UMS’s leadership in climate action within higher education.

#### **Long-term Benefits:**

Since joining the NEB program, UMS has:

- Achieved **\$7.6 million** in total savings.
- Generated **70.51 million kWh** of renewable energy.

This combination of financial savings, energy generation, and the new systemwide carbon commitment positions UMS as a leader in sustainable practices, helping to achieve net-zero greenhouse gas emissions by 2040.

## **EIP 1 - Develop a System-Wide Capital Plan and Priorities for Capital Investment by May 2024**

The FY26 5-Year Capital Plan will be presented at the December Finance, Facilities, and Technology (FFT) Committee meeting. To guide our capital investment decisions, we have established the following criteria to ensure projects are strategically selected based on their impact on net asset value, density, utilization, and property risks:

1. **Academic Facilities:** Facilities with a Net Asset Value (NAV) below 30 should undergo a utilization analysis. If utilization is high, a renovation plan should be developed; if utilization is low, options for removal should be explored.
2. **Programmatic Needs:** New programmatic needs should be met primarily through consolidation and renovation of existing spaces.
3. **New Construction:** New construction projects will only be considered if a comprehensive space utilization study confirms a lack of available capacity.
4. **Density:** Density refers to the efficient use of space within university facilities, measuring how effectively the available square footage is utilized. The goal is to increase density by optimizing existing spaces through consolidation, better layout planning, or renovations before considering new construction.
5. **Square Footage Offsets:** All new construction or additions must include identified gross square footage offsets to align with the Board of Trustees' zero-growth policy.

### **Upcoming campus capital plan presentations:**

Alongside future project proposals, each campus will now include a summary of capital projects completed in the past year. These updates will be based on the success metrics identified in previous FFT presentations, providing insights into areas such as:

- **Energy efficiencies:** Reductions in energy consumption.
- **Operational savings:** Streamlined processes that have led to reduced expenses.
- **Enrollment impact:** The effect of facility improvements on student recruitment and retention.
- **Other key success metrics:** Outcomes such as sustainability achievements, improved safety, or enhanced user experiences.

This addition aims to give a clearer picture of how our investments have contributed to achieving strategic objectives, fostering greater transparency and accountability in our capital planning.

**EIP 2 - Effective Infrastructure Portfolio Action 2: Achieve fiscal and energy efficiencies through physical space reduction.**

**EIP 2.1 Effective Infrastructure Portfolio Goal 2.1: Continue to target disused and low-Net Asset Value buildings for removal.**

Campus	Location	Property Type	Party Sold To	GSF	Revenue	NAV
UM	Sigma Chi Heritage House	Residential Property	Sigma Chi	12370	\$572,200.00	18
UMA	Sunset Drive, Bangor	Land	Bangor Housing Authority	174240	\$160,000.00	N/A
UMPI	Houlton Higher Education Center	Commercial Property	Community Living Association	15248	\$524,682.38	62
UMPI	Skyway Villa	Commercial Property	Mi'kmaq Tribe	13953	Closing Pending	67
USM	5 Chamberlain Ave., Portland	Residential Property	APT Properties LLC	5040	\$422,635.06	N/A
USM	11 Chamberlain Ave., Portland	Residential Property	Private Party	5401	\$396,845.26	23
USM	15 Chamberlain Ave., Portland	Residential Property	Private Party	5040	\$468,549.45	40
USM	19 Chamberlain Ave., Portland	Residential Property	Private Party	5040	\$446,037.56	40
USM	209 Deering Ave, Portland	Residential Property	Private Party	5218	\$501,138.50	35
			<b>TOTALS</b>	<b>241550</b>	<b>\$3,492,088.21</b>	

**\*Cost Avoidance:** These sales resulted in approximately **\$11,772,000** cost avoidance based on Gordian’s assessment of property maintenance needs.

Strategic Plan - Tracking FFT initiatives						
Commitment	Action / Goal		Responsible	FFT Update - October 30, 2024	FFT Update - December 18, 2024	
Commitment 2: The University of Maine System will advance a financially sustainable and effective academic and infrastructure portfolio at every university and our law school supported through innovative programming and strategic collaborations.						
	FS 1	Financial Sustainability Action 1: In order to position our System for the future, each university and the law school will propose a balanced budget for each fiscal year and will conclude that year in balance without reliance on central support.	RL	The FY26 Budget is in the early stages of development. Final budget instructions will go out to campuses in the next few days. Campuses are already working on those plans, although we still need to provide critical information related to appropriations, bargaining impacts and other areas related to Shared Services. Budget instructions will note each University and the Law School will submit a balanced budget.		
	FS 1.1	Financial Sustainability Goal 1.1: Budgets will be tied to realistically achievable enrollment targets derived from historical enrollment trends and a data-driven assessment of demographic conditions.	RL	The FY26 Budget is in the early stages of development. Final budget instructions will go out to campuses in the next few days. Campuses are already working on those plans, although we still need to provide critical information related to appropriations, bargaining impacts and other areas related to Shared Services. Budget instructions will note enrollment calculations will be provided by System IR and any adjustments need to be explained and approved as part of the budget process.		
	FS 1.2	Financial Sustainability Goal 1.2: Mid-year budget revisions will be tied to achievable cost reductions, and will not include mid-cycle upward revisions of enrollment estimates unless clearly justified by available enrollment data.	RL	The FY26 Budget is in the early stages of development. Final budget instructions will go out to campuses in the next few days. Campuses are already working on those plans, although we still need to provide critical information related to appropriations, bargaining impacts and other areas related to Shared Services. Budget instructions will note mid-year budget adjustments needed to bring budgets back into balance submitted next month will be based on expenditure reductions. Any adjustments that include additional revenue, including positive enrolment increases, must be approved by Trustees.		
	FS 3	Financial Sustainability Action 3: UMS will partner with the universities and law school to identify and implement by spring 2024 new operational efficiencies leading to cost reductions for each institution in the System. (w/ ASA)	RL			

		FS 3.2	Financial Sustainability Goal 3.2: Identify efficiencies in infrastructure, including optimizing the upkeep and use of primary classroom and lecture spaces, meeting and conference rooms, artistic/performance spaces, and public gathering spaces.	GC		
		FS 3.3	Financial Sustainability Goal 3.3: Identify reductions in energy consumption, including strategic management of underused or unused buildings and offices during periods of peak energy consumption (winter and summer).	GC	The University of Maine System (UMS) continues to see substantial benefits from its participation in the Net Energy Billing (NEB) program and strategic management of Renewable Energy Certificates (RECs). In Q2 2024, UMS saved \$885,834 and generated 9,077,911 kWh of renewable energy through partnerships across Maine. With the newly approved systemwide Carbon Commitment, UMS has consolidated campus efforts into a unified approach to carbon neutrality, enhancing collaboration and REC management. Since joining the NEB program, UMS has achieved \$7.6 million in total savings and produced 70.51 million kWh of renewable energy, reinforcing its leadership in sustainability and aiming for net-zero emissions by 2040.	
		EIP 1	Effective Infrastructure Portfolio Action 1: Develop a system-wide capital plan and priorities for capital investment by May 2024.	GC	The FY26 5-Year Capital Plan will be presented at the December Finance, Facilities, and Technology (FFT) Committee meeting. To guide our capital investment decisions, we have established criteria to ensure projects are strategically selected based on their impact on net asset value, density, utilization, and property risks.	
		EIP 1.1	Effective Infrastructure Portfolio Goal 1.1: Address system-wide physical plant needs in relation to other infrastructure needs (e.g. residence hall improvement).	GC		
		EIP 1.2	Effective Infrastructure Portfolio Goal 1.2: Assess the utility and return on investment of our instructional sites and centers across the state by June 2024.	RL	Earlier this year, with the assistance of several System offices and countless hours of support from the individual institutions – largely UM and UMA – UMS completed its first comprehensive study of all of its off-site locations and centers. The report was presented to the Finance, Facilities, and Technology Committee on June 26th. Additional sessions to present further details and present an opportunity for deeper discussions will take place at the Committee's October 25 (UM) and December 18 (UMA) discussions.	





University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** Offsite Locations Presentation, UM

**CAMPUS PRESENTER(S):** Joan Ferrini-Mundy, President and Vice Chancellor for Research & Innovation; Kelly Sparks, Vice President for Finance and Administration & Chief Business Officer

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:** X

**BOARD ACTION:**

**BOARD POLICY:** N/A

**UNIFIED ACCREDITATION CONNECTION:**

This presentation is applicable under NECHE Standards for Accreditation (Section 7, Physical Resources). The importance of University of Maine's centers and off-site locations is critical to our core mission of instruction, research, and service to the state of Maine.

**UMS STRATEGIC PLAN CONNECTION:**

The UMS Strategic Plan *Research Actions* support enhancing research capacity and extramural funding competitiveness through access to research infrastructure. Our strategic plan drives us to serve as an engine for innovation for Maine businesses, non-profits, state and local governments, communities, and K-12 schools while promoting and celebrating our faculty and staff's scholarship and creative activity.

**BACKGROUND:**

President and Vice Chancellor Joan Ferrini-Mundy and Vice President Kelly Sparks will deliver a brief presentation about the University of Maine's centers and off-site locations.

Attachment  
[Office Locations Presentation](#)



# The University of Maine Offsite Locations



**UMaine Centers and Off-site Locations**

	Pages
UM / UMM	2
Farms	3-14
Coop Ext. County Offices	15-47
4-H Camps	48-56
Marine Centers	57-78
Other Areas	79-87
<b>UMA</b>	<b>88</b>
Centers	89-111
Residential Halls	112-117
<b>UMFK</b>	<b>118</b>
Wilderness Camp	119-120
<b>USM</b>	<b>121</b>
Haynes Building	122-123

Prepared for the UMS Board of Trustees June 2024

**UMaine Centers and Off-site Locations**

**Farms**

	Page
Aroostook Farm	4
Blueberry Hill	7
Highmoor Farm	10
J. Franklin Witter Farm	12

**UMaine Centers and Off-site Locations**

**Extension County Offices**

	Page	Page	
Androscoggin/Sagadahoc	16	Oxford	34
Aroostook	18, 20, 22	Penobscot	36
Cumberland	24	Piscataquis	38
Franklin	26	Somerset	40
Hancock	28	Waldo	42
Kennebec	30	Washington	44
Knox/Lincoln	32	York	46

**Enabling Legislation For Cooperative Extension County Offices**

UMaine Cooperative Extension is part of the Cooperative Extension System, a publicly funded educational network. This network is composed of the United States Department of Agriculture National Institute of Food and Agriculture (USDA NIFA), 74 land grant institutions, and 3,150 counties across the United States. This partnership of federal, state and local governments was authorized by the National Extension Act of 1914. Funding is provided through the Smith-Lever Act of 1914 and subsequent amendments. This State useful and practical information on subjects relating to agriculture and natural resources, youth development, and home-economics and community life and to encourage the application of the same, there may be inaugurated in each of the several counties of the State extension work which shall be carried on in cooperation with the Trustees of the State extension work which University of Maine. [PL 1985, c. 779, §26 (AMC).]

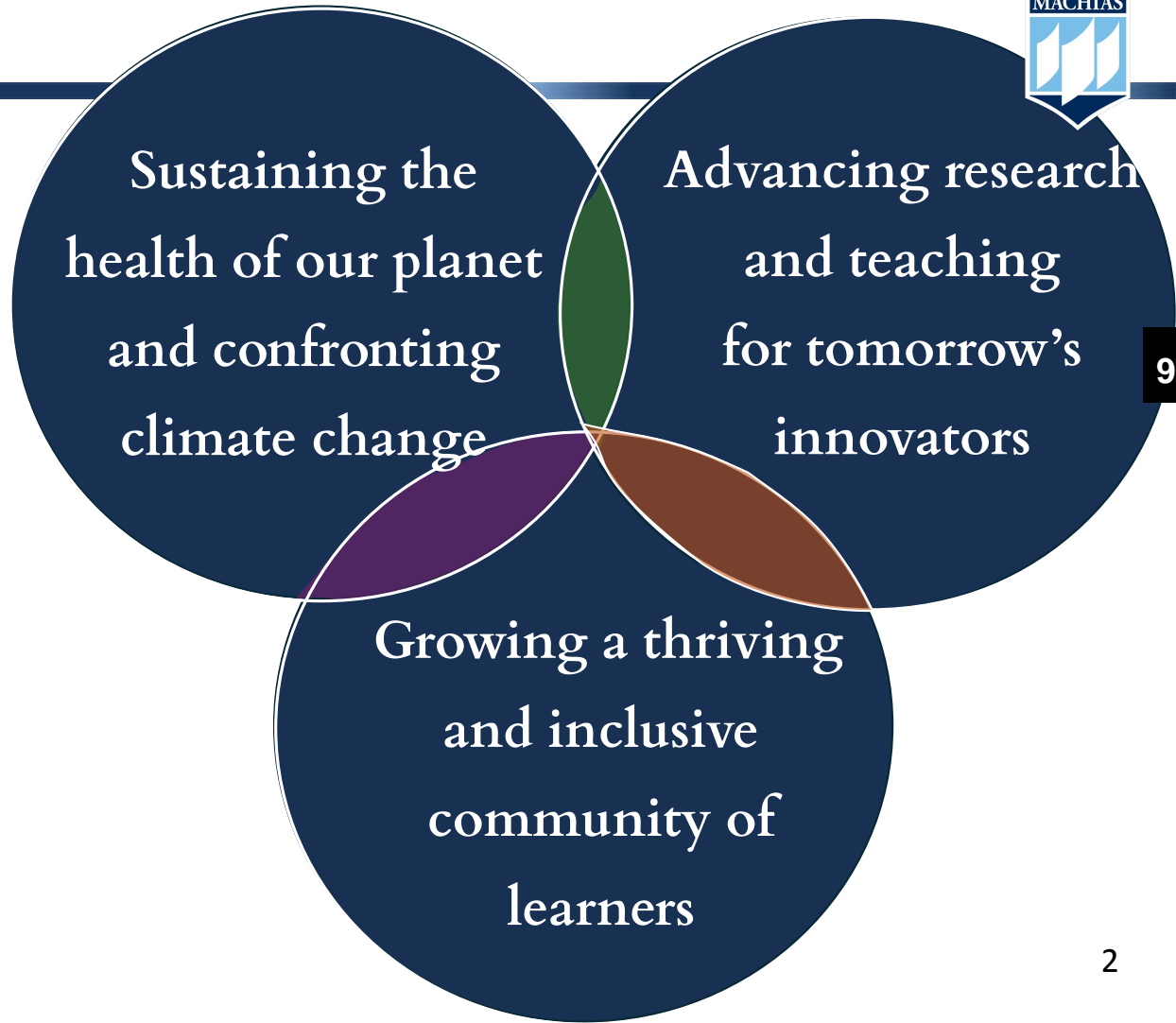
Extension is the largest outreach component of UMaine's Land Grant mission reaching more people than any other entity in the UMS. Extension has a statewide presence through 16 county offices, four 4-H camps & learning centers, and the Maine Agriculture and Forest Experiment Station. Our county offices are grassroots channels where we connect people to science-based information and education to improve their lives, their homes, their businesses and communities.

9.1

UMS Finance, Facilities, and Technology Committee  
 August 28, 2024  
 Revised 10.1.24



As a world-class, comprehensive, R-1, D-1, land, sea, and space grant institution with a regional campus in Machias and regional sites across the state, UMaine is committed to sustained leadership within the state and system.



9.1



### Farms

University of Maine farms provide practical, how-to agricultural solutions based on university research for new and experienced farmers.

Our agriculture experts help keep Maine farms financially, environmentally, and socially sustainable.

### Cooperative Extension

UMaine Extension connects people to science-based information to improve their lives, their homes, their businesses and communities in every county in Maine.

County offices are located in each county throughout the state.

Each office operates differently, based on need and their operating budgets.

### 4-H Camps

UMaine Extension's 4-H Camps and Learning Centers' serve youth from Maine and beyond with our signature blend of outdoor skills, arts and sciences, and leadership development.

### Marine Science

Our eight Marine Centers provide innovative transdisciplinary marine research, education, and strategic partnerships, transformative solutions that improve the quality of life and enhance the social and economic wellbeing of the people of Maine and beyond.

### Forests

The University Forests Office manages the forestlands owned by the University of Maine and the University of Maine Foundation, consisting of:

**Dwight B. Demeritt Forest:** 2,700+ acres in Old Town and Orono Campus, MAFES, and Outlying Woodlands: 3,231 acres of land owned by the University of Maine

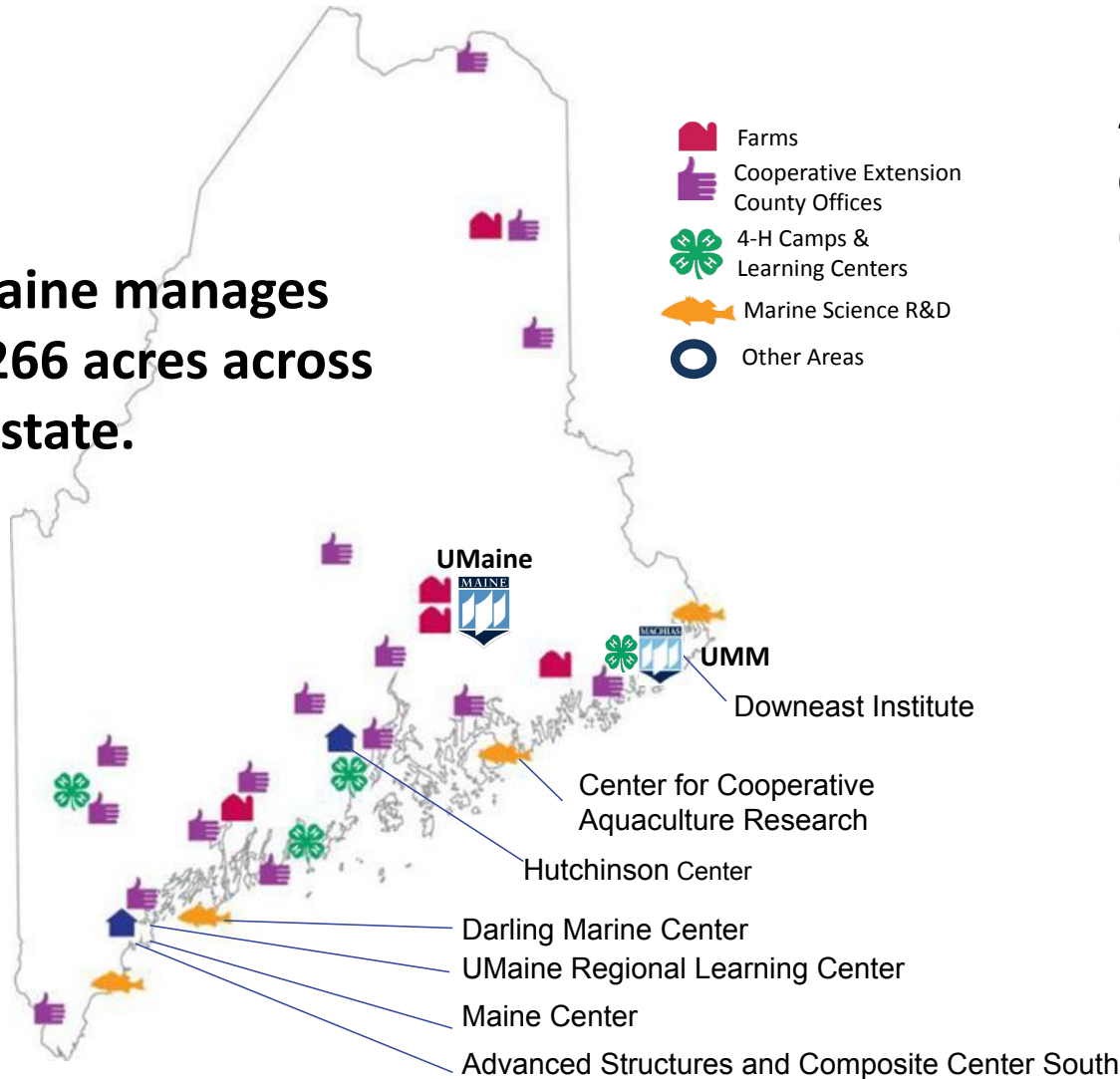
**Penobscot Experimental Forest:** 3,587 acres in Bradley and Eddington.

**Green Endowment Lands:** 3,775 acres, donated to the University Foundation for the benefit of the University of Maine.





**UMaine manages  
11,266 acres across  
the state.**



## Acreage (owned space)

### Contiguous UMaine Campus

*(Witter Farm, DeMeritt Forest, University Park)* 1,247

**UM Campus** 443

**UMM Campus** 243

### University Farms

Aroostook Farm 425

Blueberry Hill Farm 60

Highmoor Farm 278

Rogers Farm 122

J.F. Witter Center 360

**Research Facilities** 194

**University Forests** 7,894

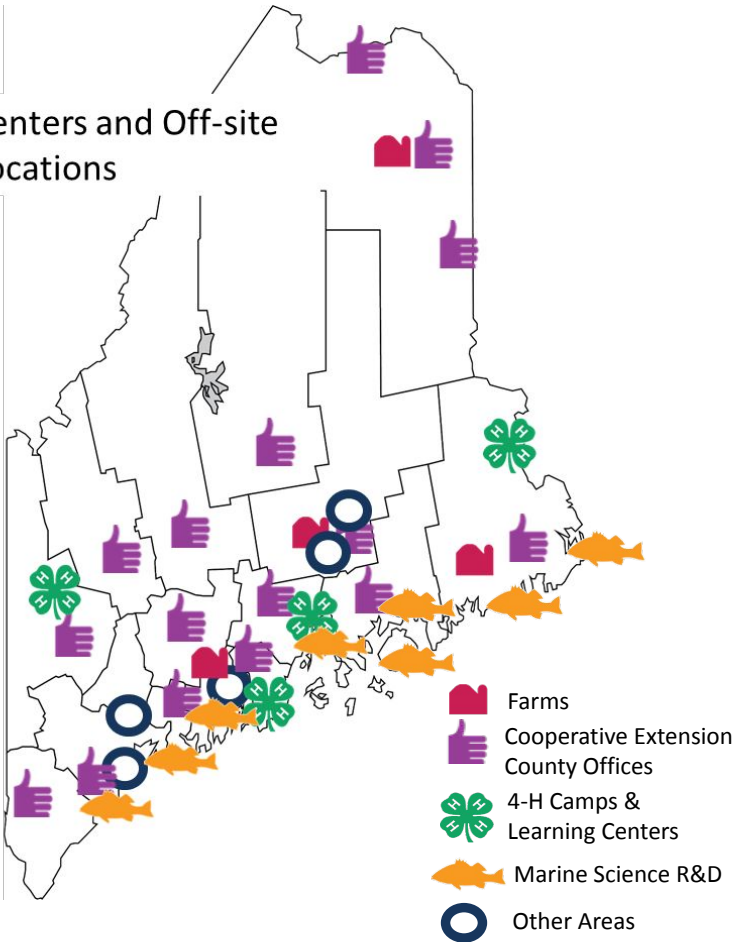
**Total 11,266 acres**

9.1



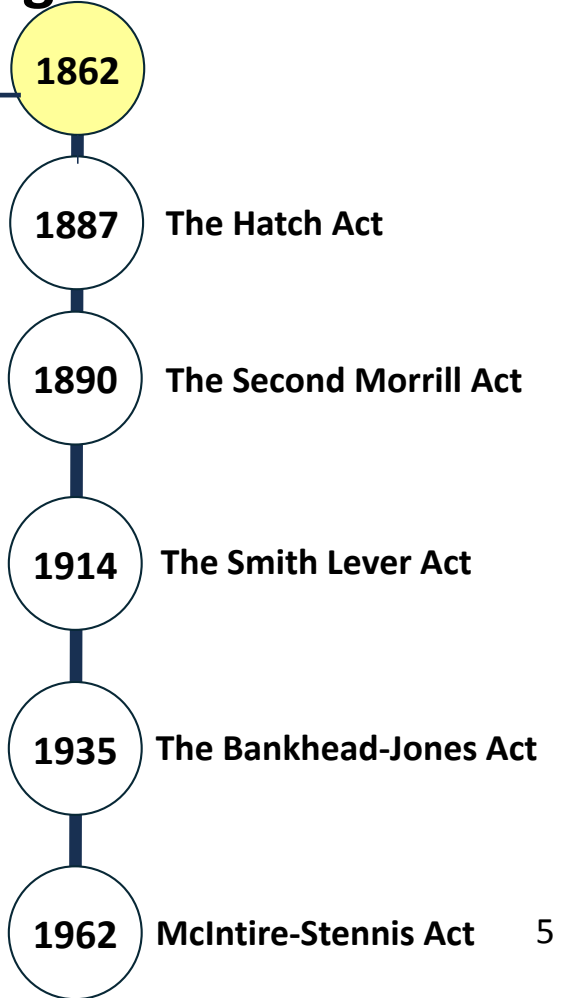
# Our offsite locations are defined by our land grant mission.

Centers and Off-site Locations



## The Morrill Act

The land-grant system began with the Morrill Land Grant Act of 1862, signed into law by President Abraham Lincoln. States were to establish colleges that would focus on teaching agriculture, mechanical arts, and military tactics, along with classical studies. The primary goal was to make higher education accessible to the working class and to promote practical education in agriculture and the mechanical arts.



9.1





There are 4.9 million gross square feet of space in operation at UMaine.



9.1

University owned buildings, all locations	325	
University building area	4.9M gsf	
Combined net asset value*	48	*weighted average
Building value for university assets	\$2.307B	
Contents value for university assets	\$564M	

6





And 274,000 gross square feet at UMaine at Machias.



9.1

University owned buildings	10	
University building area	274,000 gsf	
Combined net asset value*	51	*weighted average
Building value for university assets	\$106.6M	
Contents value for university assets	\$52.2M	

7



## MAFES

The Maine Agricultural and Forest Experiment Station provides capacity support to faculty who conduct fundamental and applied research to address issues and develop opportunities for the people of Maine. As a part of the University of Maine's land, sea and space grant service missions, Experiment Station faculty also must transfer research findings to Maine's people, businesses, and communities who can benefit from this new knowledge. This integration of research with university and public education ensures that people learn the most current information, even in rapidly changing fields. These connections ensure faculty hear from the people they serve, shaping the focus of future research. Experiment stations, which were created by the Hatch Act of 1887, are a key component of the land-grant university system.

## Cooperative Extension

UMaine Cooperative Extension is the largest outreach component within UMaine's Land Grant mission. Extension is the only entity in the state that touches every aspect of the Maine Food System—where policy, research, production, process, commerce, nutrition, and food security and safety are interrelated. This work is crucial to support, sustain and grow the food-based economy in Maine. Additionally, we reach over 8,000 youth through our summer camp programs and in partnerships with K-12 schools and an additional 16,000 youth through our 4-H program, which is the state's most successful out-of-school education program. Additionally, we provide research and education programs in other areas of economic importance to the state of Maine.



## Marine Science

Our eight Marine Centers provide innovative transdisciplinary marine research, education, and strategic partnerships, transformative solutions that improve the quality of life and enhance the social and economic wellbeing of the people of Maine and beyond.

*Source: [umaine.edu/mafes/about](http://umaine.edu/mafes/about)*



# UMaine operates four research farms across the State.

## Aroostook Farm, Presque Isle



**Lease/Own:** Own

**Square Footage**

59,325 gsf  
14 buildings and 425 acres

**Operating Costs: \$397,301** (fund 12)

**Funding Source**

Fund 12 Exp. Station, research grants, Maine Jobs and Recovery Plan, some rotational crop (grain) sales, licensing fees received from the Farm improved potato varieties.

**Product:** Potato research

## Blueberry Hill, Jonesboro



**Lease/Own:** Own

**Square Footage**

10,825 gsf  
5 buildings and 32 acres

**Operating Costs: \$259,480**

fund 12 - \$166,623  
fund 23 - \$92,857

**Funding Source**

Fund 12 & 23 Exp. Station, grants estimated at \$620,000 per year, CDS, blueberry sales.

**Product:** Blueberry research

## Highmoor Farm, Monmouth



**Lease/Own:** Own

**Square Footage**

34,178 gsf  
10 buildings and 278 acres

**Operating Costs: \$195,492**

fund 12 - \$146,682  
fund 23 - \$48,810

**Funding Source**

Fund 12 and 23 MAFES, grants, apple and produce sales.

**Product:** Apples, peaches and vegetable research

## J. Franklin Witter Farm, Orono



**Lease/Own:** Own

**Square Footage**

71,500 gsf  
16 buildings, 250 acres

**Operating Costs: \$578,403** (fund 12)

**Funding Source**

Experiment Station, estimated \$200,000 grants/year, donations, milk sales, bull calf sales, students paying tuition and fees.

**Product:** dairy and equine science research

9.1



The Maine Board of Agriculture advises the Chancellor of the University of Maine System (UMS) and the President of the University of Maine on matters concerning the research conducted by the Maine Agricultural and Forest Experiment Station and the agricultural-related educational programs offered by the College of Earth, Life and Health Sciences and the University of Maine Cooperative Extension, including farm-based programs.



UMaine will continue to explore the following opportunities at our farms and forests.



9.1

## Operational Efficiency

centralize facilities management to reduce operating costs; tear down old structures; explore consolidation of farms and cooperative extension sites; increase strategic harvesting from the MAFES Forests for revenue generation

## Opportunity

further activate research due to E&G, MAFES, MJRP and CDS investment in facilities:

- licensing potato varieties
- expanded research on blueberry harvesting, irrigation, and fresh packing
- expanded research in animal science including the impact of robotic milking

## Workforce Development

expand agriculture and forestry workforce development opportunities, including our new and renovated MJRP and COS funded facilities (SAWIC, Aroostook Farm Phenotyping Lab, GEM Phase 1, Boardman Hall Renovation, Crosby Hall Renovation, Barrows Hall Renovation)

10





## Maine Agricultural and Forest Experimentation Station

**The U.S. land-grant universities founded with federal capacity funds.**

The Hatch Act of 1887 and subsequent congressional authorizations funded the creation of nation-wide agricultural experiment stations system. The USDA estimates that there are more than 13,000 scientists currently employed at Experiment Stations nationwide.

The Hatch Act is a “Capacity Grant” as the funds give states the capacity to study emerging issues in agriculture, forestry and other natural resource areas. Other capacity grants in the land-grant university system are Smith-Lever (Cooperative Extension) and McIntire-Stennis (Forestry).

**The Maine Agricultural and Forest Experiment Station (MAFES), is part of the College of Earth, Life and Health Sciences (ELH).**

- MAFES is housed in the College of Earth, Life and Health (ELH). Primarily due to the MAFES PhDs, ELH graduated 35 doctorates last year, which is 43% of the UMaine total.
- Five farms (Aroostook Farm, Blueberry Hill, Witter, Highmoor (and also Rogers and Wyman’s Center); Analytical and Soil Sciences Lab; Pilot Lab and Commercial Kitchen; Sawmill and Experimental Forest;
- Administrative home, Page Farm and Home Museum, and Orono Bog Walk
- Over 80 of the ELH faculty are MAFES members, where some of their base salary is paid with MAFES funds, presence State-wide and beyond
- MAFES funds provide critical mass and support for comprehensive agricultural and natural resource academic departments.
- MAFES supports 50 graduate student positions and leverages 18 more. Of the 68 MAFES graduate students, 32 are Ph.D.
- The MAFES faculty receive \$23 million per year in external funding

9.1

11



# UMaine collaborates with all Maine counties to operate extension offices.



The Maine Legislative Statute for Cooperative Extension states: “In order to aid in diffusing among the people of this State useful and practical information on subjects relating to agriculture and natural resources, youth development, and home economics and community life and to encourage the application of the same, there may be inaugurated in each of the several counties of the State extension work which shall be carried on in cooperation with the Trustees of the University of Maine System and the University of Maine.” [PL 1985, c. 779, §26 (AMD).]

9.1

**We operate differently in each county based on need and their operating budgets**

- University-leased Buildings:** There are three leased buildings; all others are in county or municipal buildings
- Operating Costs:** Most operating costs are covered by the county, with \$12,226 funded by CES
- Grants and Contracts:** \$5,107,847 per year
- Employees:** 88
- People Served:** 36,550
- Programs:**

<p><b>Economic and Agricultural</b> UMaine Extension's Potato Program, IPM Program, Wild Blueberry Program</p>	<p><b>Educational</b> 4-H programming including club programs, after-school programs and other special interest programming such as our 4-H Aquaponics Program</p>	<p><b>Agricultural</b> Maine Master Gardener Program, Maine Horticultural Apprentice Program, Maine Master Food Preserver Program, Small Fruit &amp; Vegetable Program</p>
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## UMaine CES operate 4-H camps and learning centers, serving more than 8,000.

- The 4-H Camps & Learning Centers are revenue-generating entities--there are no E&G investments.
- The youth that participate in the K-12 programs, grant-funded programs and summer camping programs have positive learning experiences that connect them to the University of Maine.
- Efforts are underway to formalize recruitment initiatives for the thousands of Maine youth who participate in these programs.



**Blueberry Cove, Tenants Harbor**



**Lease/Own:** Leased, \$41,632 annual cost  
**Square Footage**  
 15,151 gsf with 30 acres with 24 buildings  
**Operating Costs:** \$285,000 total, \$113,206 E&G, and \$171,794 MAFES  
**Funding Source**  
 external, including fee-based programming, grants, gifts and fundraising  
**People served at location**  
 1,900

**Bryant Pond, Bryant Pond**



**Lease/Own:** Leased, \$99,880 annual cost  
**Square Footage**  
 298 acres with 18 buildings  
**Operating Costs:** \$904,000 total, \$621,620 E&G, \$282,380 MAFES  
**Funding Source**  
 external, including fee-based programming, grants, gifts and fundraising  
**Value of Current Grants and Contracts Awarded** \$790,219  
**People served at location**  
 2,800

**Greenland Point, Princeton**



**Lease/Own:** Leased, \$800 annual cost  
**Square Footage**  
 Consisting of 45+/- acres  
**Operating Costs:** \$111,250 total, \$111,250 MAFES  
**Funding Source**  
 external, including fee-based programming, grants, gifts  
**Value of Current Grants and Contracts Awarded** \$85,000  
**People served at location**  
 300

**Tanglewood, Lincolnville**



**Lease/Own:** Leased, \$1.00 annual cost  
**Square Footage**  
 900 acres with 40 buildings  
**Operating Costs:** \$496,257 total, \$496,257 MAFES  
**Funding Source:** external, including fee-based programming, grants, gifts  
**Value of Current Grants and Contracts Awarded** \$263,593  
**People served at location**  
 2,000

9.1



UMaine will explore efficiencies and opportunities for further programming in CES.



9.1

## Operational Efficiency

centralize facilities management to reduce operating costs; explore consolidation of farms and cooperative extension sites

## Opportunity

further regional assistance: commercial farmers and home gardeners, nutrition education, youth programs, plant disease diagnostic services, tick identification services, and pest identification services; address food security through Master Gardener volunteer projects and participation in the Maine Harvest for Hunger network and efforts

Program goals of each county extension office are derived from three sources: (1) USDA - NIFA Plan of Work (POW) which is required as part of UMaine Extension Smith-Lever Capacity grant funding; (2) needs and issues identification by UMaine Extension leadership, faculty and staff; and (3) by county extension associations, which are part of Maine Statue ([PL 1985, c. 779, §28 (AMD)]).





# UMaine has eight Marine Centers associated with our Sea Grant mission

## UNIQUE FUNCTIONS SERVING OUR SEA GRANT STATUS



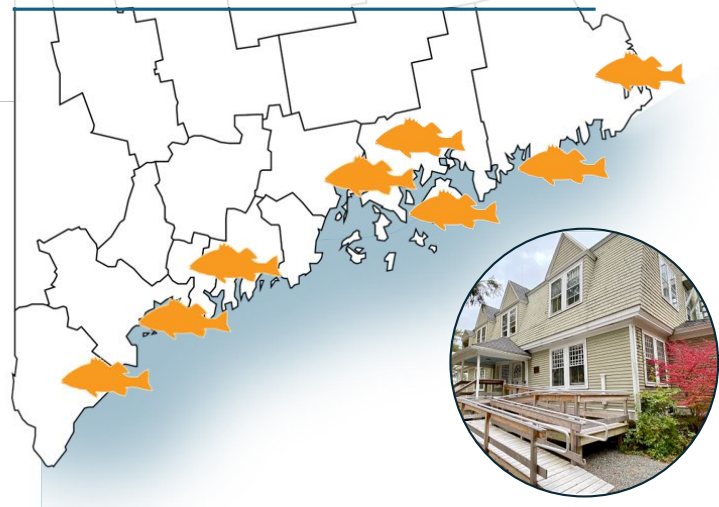
**University owned / leased buildings & GSF:**  
54 spaces totaling 169,804 gsf

**University owned acreage:** 179

**Operating costs:** \$4,192,777  
(\$200K funded by E&G with remainder funded from grants MEIF and MAFES)

**Employees:** 47

**People served:** 22,966



**Eastport Authority, Eastport**

**Wells National Estuarine Research Reserve and Sea**

**Grant Brunswick: Extension Offices & Sea Grant**

**Darling Marine Center, Walpole**  
Center of marine and environmental research and education, 179 acres

**College of the Atlantic, Bar Harbor**  
Capacity building and facilitation for coastal communities

**Downeast Institute, Beals**  
Marine Science Field Station for UMM

**Gulf of Maine Research Institute, Portland**  
access to boats and equipment needed for marine science research in Portland area

**Center for Cooperative Aquaculture Research, Franklin**  
aquaculture industry incubator and research facility

9.1



## We will explore opportunities to reduce leased space.



### **Operational Efficiency**

centralize facilities management to reduce operating costs; reduce office footprint; reduce leased space

### **Opportunity**

further activate economic development due to CDS investment in facilities at CCAR in mariculture; SAWIC and DMC for research and development, business incubator

### **Workforce Development**

expand marine workforce development opportunities at DMC, SAWIC, and other

9.1



# We lease specialized space for advanced research.

ASCC - Brunswick



The University of Maine Advanced Structures and Composites Center (ASCC) is a world-leading, interdisciplinary center for research, education, and economic development encompassing material sciences, advanced manufacturing, and engineering of composites and structures.

ASCC - Portland



9.1

ND Paper Mill, Forest Bioproducts Research Institute



The Technology Research Center (TRC), in Old Town, Maine, is a commercial-scale facility dedicated to advancing developing fuel, chemical and advanced material technologies from forest bioproducts.



## We elevate downtown Bangor with the Zillman Art Museum (ZAM).



- Only art museum in the Bangor/Maine Highland region, supports UMaine's land-grant mission of service to Maine people
- Operating in downtown Bangor for 22 years, a center of cultural enrichment and life-long learning in the visual arts
- Rotating exhibitions of a permanent collection of over 5,000 works of art and nationally significant artists
- Presents an array of annual educational programs for youth, UMaine students and adults
- State-of-the-art collections storage vault built in 2015



9.1





University of Maine System  
Centers and Off-site Locations

	Pages
UM / UMM	2
Farms	3-14
Coop Ext. County Offices	15-47
4-H Camps	48-56
Marine Centers	57-78
Other Areas	79-87
UMA	88
Centers	89-111
Residential Halls	112-117
UMFK	118
Wilderness Camp	119-120
USM	121
Haynes Building	122-123

Prepared for the UMS  
Board of Trustees  
June 2024

UMaine Centers and Off-site Locations



	Page
Aroostook Farm	4
Blueberry Hill	7
Highmoor Farm	10
J. Franklin Witter Farm	12

# Questions?



	Page	Page	
Androscoggin/Sagadahoc	16	Oxford	34
Aroostook	18, 20, 22	Penobscot	36
Cumberland	24	Piscataquis	38
Franklin	26	Somerset	40
Hancock	28	Waldo	42
Hillsborough	30	Washington	44
Kennebec	32	York	46

Enabling Legislation For Cooperative Extension County Offices

UMaine Cooperative Extension is part of the Cooperative Extension System, a publicly funded educational network. This network is composed of the United States Department of Agriculture National Institute of Food and Agriculture (USDA NIFA), 76 land-grant institutions, and 3,150 counties across the United States. This partnership of federal, state and local governments was authorized by the Act of 1914. Funding is provided through the Smith-Lever Act of 1914 and subsequent amendments, state appropriations, local county government support, and outside grants and contracts. The Maine legislative Statute for Cooperative Extension states: in order to aid in diffusing among the people of this State useful and practical information on subjects relating to agriculture and natural resources, youth development, and home economics and community life and to encourage the application of the same, there may be incorporated in each of the several counties of the State extension work which shall be carried on in cooperation with the Trustees of the University of Maine extension work which University of Maine. [PL 1981, c. 779, §26 (AM01)]

Extension is the largest outreach component of UMaine's Land Grant mission reaching more people than any other entity in the UMS. Extension has a statewide presence through 16 county offices, four 4-H camps & learning centers, and the Maine Agriculture and Forest Experiment Station. Our county offices are grassroots channels where we connect people to science-based information and education to improve their lives, their homes, their businesses and communities.



University of Maine System  
Board of Trustees

**AGENDA ITEM SUMMARY**

**NAME OF ITEM:** IT Project Updates

**INITIATED BY:** Roger J. Katz, Chair

**BOARD INFORMATION:** X

**BOARD ACTION:**

**BOARD POLICY:**

N/A

**UNIFIED ACCREDITATION CONNECTION:**

N/A

**BACKGROUND:**

Dr. Robert Placido, Chief Information Officer, will provide an overview of active Information Technology projects, emphasizing the progress, challenges, and achievements across key initiatives that support the strategic goals of the University of Maine System.

The Information Technology department is currently managing multiple critical projects designed to enhance the University's technological infrastructure and overall operational efficiency. Each project aligns with the University's mission to foster educational excellence through technology, collaboration, and service.

**Raptor Implementation for College Transcripts**

The Raptor implementation for college transcripts went live across all campuses on August 7, 2024. The deployment focuses on improving transcript processing capabilities to deliver a more efficient and user-friendly experience. Initial feedback from campuses has been largely positive, with some enhancement requests reflecting a growing interest in further customization.

During post-launch, unanticipated storage requirements surfaced, particularly affecting the Demilitarized Zone (DMZ) capacity. The IT team, in collaboration with Smart Panda and functional users, is working to resolve these storage challenges. A solution involving a 30-day retention policy for stored transcripts is being finalized, with completion expected by mid-October.

The project was primarily focused on optimizing college transcript processing for maximum return on investment, while UMaine Admissions continues to explore its use for high school transcripts. However, additional funding or capacity for this expansion has not been allocated. The project is nearing completion, with 97% of the work done and final steps in progress. All blockers have been cleared, and the remaining tasks include finalizing the storage solution and ensuring alignment between transcript degree codes and the existing Campus Solutions framework. A conversion system is being developed to standardize degree code formats between Raptor and PeopleSoft systems.

**HighPoint Course Auditor (Simulation Mode)**

The HighPoint Course Auditor is currently in its initial setup and configuration stage within the Campus Solutions test environment. The latest version was installed on October 2, 2024, with an 10/21/2024

aim to assess data discrepancies in degree audits and identify areas requiring data cleanup. Once operational in simulation mode, it will provide insights into the current state of Campus Solutions degree audit data, helping define the scope of future functional work.

The overall progress for this initiative stands at 10%, with the next major technical workshop scheduled for October 7. Post-configuration, systemwide collaboration will be essential, particularly involving Financial Aid and Student Records teams. This collective effort will focus on running the Course Auditor in simulation mode and addressing any identified discrepancies. The tentative project completion is set for May 2025.

### **Brightspace Performance Plus Learning Analytics Dashboards**

This project, aimed at deploying advanced analytics capabilities to enhance learning experiences, faced significant delays; however, renewed engagement by D2L has moved us back on track to provide the requested reports and access to the analytics dashboards by our deadlines.

Currently, technical and user acceptance testing is underway, and the University of Maine at Presque Isle (UMPI) is preparing to leverage these data insights during the upcoming fall Competency-Based Education (CBE) sessions. The project is 93% complete, with all necessary resources available to meet the anticipated completion date of October 20, 2024.

### **Parchment Transcript & Diploma Implementation**

The Parchment implementation, covering both transcript and diploma services, is on track and progressing smoothly. Technical efforts have focused on Single Sign-On (SSO) integration, project installation, system configuration, and initial testing within Campus Solutions.

To date, the UMS and Parchment technical teams have logged nearly 20 hours of collaboration, completing initial configuration testing and progressing into the validation phase. The transcript implementation is a prerequisite for the subsequent diploma rollout, scheduled for early December. Training for the diploma process will be primarily focused on functional and business activities, with no additional technical components needed.

Current progress is at 50%, with the next key milestones being the completion of transcripts configuration by October 16, the creation of training guides, and the initiation of User Acceptance Testing (UAT) by early November. The overall implementation is expected to conclude by December 10, 2024.

These highlighted projects represent our commitment to driving technological innovation, enhancing student services, and aligning IT initiatives with the strategic objectives of the University of Maine System. The IT department will continue to collaborate closely with functional users and external partners to ensure successful implementation and operational excellence across all initiatives.