

UNIVERSITY OF MAINE SYSTEM

Board of Trustees

Zoom Meeting

October 18, 2023

**Finance, Facilities & Technology Committee**

**Present: Committee Members:** Trish Riley Acting Chair; David MacMahon, Pat Flood, Emily Cain and Mike Michaud. **Other Trustees:** Barbara Alexander.

**Chancellor:** Dannel Malloy. **Presidents:** Leigh Saufley, Jenifer Cushman, Joan Ferrini-Mundy, Ray Rice, Joseph McDonnell, Deb Hedeem and Jacqueline Edmondson. **Faculty Representatives:** Ivan Manev, Clyde Mitchell. **System Staff:** Chancellor Malloy, Ryan Low, Kayla Flewelling, Tracy Elliott, David Demers, Gretchen Catlin, Carolyn Dorsey, Jeffrey St. John, Miriam White. **Other Participants:** Carolyn McDonough, Buster Neel, Kelly Sparks, Jude Killy, John Volin, Nate Harris, Laurie Gardner, Betsy Sawhill Espe, Nicole Vinal Harvie, Pam Ashby, Aili Robinson, Meaghan Arena and Justin Swift

**Committee Members Absent:** Lisa Eames

Trustee Katz, Chair, called the meeting to order and welcomed everyone. The Clerk performed a roll call of the Committee members present.

**Executive Session**

On a motion by Trustee Cain, which was seconded by Trustee Flood, and approved by a roll call vote of all Trustees present, the Finance, Facilities, & Technology Committee went into Executive Session under the following provisions:

- 1 MRSA Section 405 6-A to discuss the evaluation of personnel and the consideration and discussion of appointments, evaluations, employment, and duties.
- 1 MRSA Section 405 6-C to discuss the condition, acquisition or disposition of real property or economic development if premature disclosure of the information would prejudice the competitive or bargaining position of the UMS.

On a motion by Trustee Cain, which was seconded by Trustee MacMahon, and approved by a roll call vote of all Trustees present, the Committee concluded the Executive Session.

Following the Executive Session, the Committee Chair reconvened the public meeting to discuss the following items.

**Review of IT Projects with a Value of \$250,000 of Greater**

David Demers, Chief Information Officer, will provide an overview of Active Projects and a detailed report on Projects with a Value of \$250,000 or Greater. This presentation included an update on the Repaving Mainstreet project, and the HCM/ERP Cloud and CS Reimplementation updates as noted below:

**HCM Project**

- Focus on completing required data conversions and configurations for the HCM App 2.0 Review sessions.
- HCM App 2.0 Review sessions delayed to November

- Finalizing configuration decisions for streamlining position approval and leveraging HCM module for recruitment and hiring of student employees

### **ERP Project**

- ERP App 1.0 Review completed.
- Deploying configurations for forthcoming App 2.0 review, including revised Chart of Accounts. •
- ERP App 2.0 Review sessions planned to begin in early November.
- Purchasing/Expense module integrations on brief hold

### **Pending HCM/ERP Key/Critical Business Decisions:**

#### **HR Recruiting**

- Requirements and design sessions for Student Recruitment (completed); awaiting final presentation/demo.
- Final workflow design for new position/requisition/offers (awaiting sign off)

#### **HR Benefits**

- Decision on outsourcing voluntary contributions with TIAA (in progress)

#### **HR Payroll**

- Payroll costing configuration, including student work-study distribution category design, sign-off pending (in progress)

#### **ERP Purchasing/Expenses Integration**

- Final review/report from external consultant (Huron) to guide integration design/decisions (in progress)

### **CS Reimplementation:**

- Completed Business Process Assessment (BPA) sessions.
- Final delivery of initial BPA Documentation
- Conducted initial sessions to discuss requirements and options for establishing Maine Law as an independent institution within Mainstreet.
- Completed configuration design for combining UM/UMM Admissions processes; currently in production for FA24 recruitment cycle.
- Completed first official meeting of the CS Reimplementation Core Team
- Reviewed initial BPA Documents
- Discussed strategies.

### **Capital Projects Status Report and 2018 Bond Projects Update.**

This report and presentation were headed by Carolyn McDonough, Director of Capital Planning and Project Management. The report provided and included in the meeting materials provided a comprehensive update on the status of capital projects, market impacts, 2018 bond project status, research space approvals and specific project details outlined below:

#### **Key Capital Project Highlights:**

- **Total Projects:** 38 projects are currently active, with one removal since the last report at UMA.
- **Approved Project Estimates:** Over \$400 million, with nearly 63% expended to date.
- **Project Highlighting:**
  - Yellow: Current P3 projects.

- Green: Projects at Board approval level utilizing Harold Alfond Foundation (HAF) grant and matching money.
- Separate Table: HAF projects below Board approval level.
- **2018 Bond Funds:** A few projects funded with 2018 bond funds remain on the Capital report pending the Percent for Art process realization.

### **COVID-19 and Current Market Impacts on Capital Construction**

- Market instability, equipment delays, and labor shortages continue to create challenges for the bidding and estimating climate.
- The monthly change in the Producers Price Index (published by the US Bureau of Labor Statistics) for construction has declined over the past six months compared to the previous two years, providing hope that price increases will slow down.

### **2018 Bond Project Status Report**

- **Active Projects:** 29
- **Closed Projects:** 43
- **Total Projects:** 72
- **Funding:** Nearly all of the \$49 million in voter-approved general obligation bond funding has been allocated, with approximately \$45 million expended.
- **Supplemental Funding:** Over \$74 million, including bond funding and other resources.
- **Reporting:**
  - Projects above Board Threshold also appear on Capital Project report.
  - As projects are closed, they are moved to the closed section and will remain on the report until all projects are completed.

### **Research Space Approvals**

- No new approvals for Chancellor-approved increases in university-owned or occupied space for research purposes.

### **Specific Project Updates**

#### ***UMF Campus ESCO Project:***

- **Building Automation System and Energy Management Control Systems:** 75% complete, including the replacement of Variable Air Volume units.
- **New Biomass Boiler and Plant Addition:** In construction; expectation to fire new boiler by mid-October for campus heating.
- **Roof Top Units:** Delivery and installation ongoing and coordinated around building occupancy.
- **Completion Timeline:** Most work will be complete by Fall 2023, with some items extending to summer 2024.

#### ***UMA Handley Hall A/C Replacement Project:***

- **Scope and Budget Reduction:** This project is now complete. Due to long lead times for the initially designed equipment and a short-term deadline for expenditures of the funding, the scope of work within Handley Hall was reduced. The work included installation of split units/heat pumps to provide cooling and supplemental heating. The remaining funding was redistributed to multiple other projects at UMA and UMA-B to complete additional improvements in line with the requirements of the HEERF funding source such as, classroom technology improvements, replacement of soft furniture with hard surface furniture and heating, ventilation, and cooling projects.

### ***UMA Medical Laboratory Technology Project:***

- **Construction Update:** The best location to build this laboratory within existing UMA space was determined to be in Robinson Hall. The project is under construction now, renovating approximately 2/3 of the building for the new laboratory, while the other 1/3 remains occupied. The work is expected to be complete by the end of 2023 with a spring semester 2024 occupancy.

### ***UM Boudreau Hall Renovation***

- **Construction Update:** This project is in construction and is anticipated to be complete in time for occupancy for the upcoming Spring semester. Work includes construction of a new accessible toilet room, and upgrades to student, faculty and staff spaces.

### **Data Notes:**

#### **Explanation of Funding Categories:**

- **Direct Capital Appropriations Funds:** These consist of State capital appropriations in anticipation of UMS revenue bonding, as well as State MEIF funds. They represent specific allocations made by the State for capital projects.
- **Campus Funds:** This category may include internal loans or other funding mechanisms that are generated and managed within the University's financial structure.
- **Other Financing:** This category includes interim financing, master lease agreements, and other miscellaneous sources as available and/or expended. Due to the complexity and lower relative value of the funding sources in this category, such amounts are not reclassified if later refunded with other sources.
- **Reason for Categories:** These categories help in understanding the various sources of funding for the projects and provide transparency in how funds are allocated, utilized, and reported.

#### **April 2023 - Reclassification of Bond Anticipation Note (BAN):**

- **Details:** In April 2023, there was a reclassification of the Bond Anticipation Note (BAN) from the category "Other financing" to "Revenue Bonds & BANs."
- **Reason:** This reclassification was made to better align project funding sources and ensure that the categorization accurately reflects the nature of the BAN within the financial reporting structure.

#### **September 2022 - Adjustment to Reflect Incorrect Funding Sources:**

- **Details:** The data for September 2022 was adjusted to correct inaccuracies in the reporting of funding sources that were identified in the October 2022 report.
- **Reason:** This adjustment ensures that the historical data accurately represents the funding sources and aligns with the correct categorization and accounting principles.

### **University Capital Plan Briefings, UMPI/UMFK**

Both the University of Maine at Presque Isle and the University of Maine at Fort Kent presented brief overviews of their 1- and 5-year Capital Plans with a focus on their priorities and how those fit within the larger initiatives within the System.

Those presentations were included in the meeting materials and can be referenced for further detail.

Additional information about the meeting can be found on the Board of Trustees website:  
<https://www.maine.edu/board-of-trustees/meeting-agendas-materials/finance-facilities-technology/>

Adjournment.

Kayla Flewelling, Interim Clerk