

5-27-1968

## Board of Trustees May 27, 1968

University Of Maine System

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The University of Maine

Board of Trustees

Augusta, Maine  
May 27, 1968

The first official meeting of the Board of Trustees of the statewide University system (the University of Maine) was held in the State Office Building in Augusta at 10:30 A.M., May 27, 1968.

Present were Hayden Anderson, Arthur Benoit, Herbert Ross Brown, Vaughn Carrier, Lawrence Cutler, Robert Haskell, William Logan, James Page, Helen Pierce, Alan Sampson and Nils Wessell. Mr. Wakely and Mr. Warren from the Max Wakely Company and Assistant Attorney General Jon Doyle were present by invitation.

The minutes of the previous meeting were accepted as presented.

It was moved by Dr. Cutler, seconded by Mr. Anderson and voted to elect Mr. Logan Chairman Pro-tem.

It was moved by Dr. Cutler, seconded by Mr. Brown and voted to elect Mrs. Sampson Secretary Pro-tem.

It was moved by Dr. Cutler, seconded by Mr. Wessell and voted to elect Miss With Wilson as Clerk Pro-tem.

A By-Laws Committee, consisting of Sidney Wernick, Arthur Benoit and Herbert Brown was appointed.

It was moved by Mr. Carrier, seconded by Mr. Haskell and voted:

"RESOLVED, that the Trustees of the university of Maine, accept, on behalf of the University of Maine, and acknowledge receipt of, all the assets, tangible and intangible, real, personal and mixed, of, or used in connection with, the institutions now or formerly known as Gorham State College, Farmington State College, Aroostook State College, Washington State College, Port Kent State College, respectively, except such as are in trust or subject to limitations purporting to restrict their transferability or assignability, all as vested in the University of Maine by virtue of P. & S. L. 1967, Ch. 229. This acceptance includes all equipment, and all personal property as more fully set forth in the property inventories for the institutions now or formerly known as Gorham State College, Farmington State College, Aroostook State College, Washington State College, and Port Kent State College, which inventories are dated December 31, 1967 and April 9, 1967 (2); April 19, 1968 and May 4, 1968 (2); March 15, 1968; May 24, 1968 and February 16, 1968, respectively.

"FURTHER RESOLVED, that the University does accept the assets of the State Colleges and does assume the care, control and disposition of said property together with all the duties and legal obligations and management of the former affairs of the State Colleges, including any obligations in connection with inventories for dormitories and dining facilities.

"FURTHER RESOLVED, that copies of this Resolution, duly certified, be filed with the Director of Finance and Administration of the State of Maine; the State Controller of the State of Maine; the Director of the Bureau of Public Improvements of the State of Maine; the Commissioner of Education of the State of Maine; and the Attorney General of the State of Maine.

"FURTHER RESOLVED, that certified copies of this Resolution be filed in all Registries of Deeds in the State of Maine in which real property formerly of the State Colleges is located."

It was moved by Mr. Currier, seconded by Mr. Brown and voted that the President of the University of Maine and the Chairman of the State College Administrative Board act jointly as pro-tem chief administrative officers of the new statewide university system and act for the board as provided in Chapter 229, Private and Special Laws of 1967.

It was moved by Mr. Page, seconded by Mr. Haskell and voted:

"RESOLVED, that the Department of Finance and Administration of the State of Maine, through the Bureau of Accounts and Control is appointed, empowered and authorized to act as fiscal and accounting agent of the University of Maine in relation to the fiscal affairs of the former state colleges in substantially the same fashion in which those duties have heretofore been performed. The Department of Finance and Administration, through the Bureau of Accounts and Control shall have authority as agent of the University of Maine to exercise the rights, powers and duties conferred by law on the State Controller, so far as they relate to the financial administration and general accounting control of the former state colleges, which were effective on May 1, 1968. This authority includes, but is not limited to, the keeping of general accounts, the auditing before payment of all bills and vouchers, the processing and payment of all bills, payrolls and contracts and the authorizing of all claims against the University of Maine, for which appropriations have been made.

"FURTHER RESOLVED, that the Department of Finance and Administration, through the Bureau of Accounts and Control, shall segregate and set apart the property of the University of Maine; all monies appropriated to the former state colleges, said monies to be held for the University of Maine to be expended at its direction.

"FURTHER RESOLVED, that the Department of Finance and Administration, through the Bureau of Accounts and Control and the State Controller, together with the Governor of the State of Maine and the Treasurer of the State of Maine shall have authority to sign, make and endorse in the name of the University of Maine, all checks, notes, drafts, bills of exchange and other instruments for the payment of money and pay out and dispose of same and receipt therefor, under the direction of the Trustees of the University of Maine. The Department of Finance and Administration, through the Bureau of Accounts and Control, shall have authority to do all those acts necessary to the carrying out of its agency in the financial administration and general accounting control of the property, debts and assets of the former state colleges.

"FURTHER RESOLVED, that said agency and authority to act shall commence on May 26, 1968 and terminate on June 30, 1968 unless earlier extended and that the Department of Finance and Administration is not authorized to do any acts contrary to law or the provisions of P. & S. L. 1967, Ch. 229."

It was moved by Mr. Haskell, seconded by Mr. Currier and voted:

"RESOLVED, that the Commissioner of Education of the State of Maine and such person or persons as he may designate are appointed, authorized and empowered to act as agent(s) for the University of Maine and its Board of Trustees as construction contracting officer(s), in relation to the affairs of the former state colleges, for the purpose of:

- A. The selection of general contractors
- B. The preparing of necessary Executive Council Orders
- C. Executing contracts
- D. Payment of contractual obligations
- E. Executing change orders on construction contracts and projects
- F. Reviewing requests for capital improvements for the next biennium, which are to be submitted before August 1, 1968

"FURTHER RESOLVED, that the Commissioner of Education and such person or persons as he may designate shall have authority to do all things necessary to the carrying out of the above purposes and to carry out all of the duties heretofore incumbent upon them in relation to construction contracts by or for the former state colleges. Said authority and agency shall be for the period May 26, 1968 through June 30, 1968."

It was moved by Mr. Haskell, seconded by Mrs. Pierce and voted:

"RESOLVED, that the Director of the Bureau of Public Improvements of the State of Maine and such person or persons as he may designate are appointed, authorized and empowered to act as agent(s) of the Board of Trustees of the University of Maine, for the period May 26, 1968 through June 30, 1968, for the purposes of care and maintenance of the properties of the former state colleges.

"FURTHER RESOLVED, that the Director of the Bureau of Public Improvements and such person or persons as he may designate shall have authority to do all things necessary for the carrying out of the above purposes. It is the intention of the Board of Trustees that said purposes be accomplished in substantially the same manner as has heretofore been applicable to the state colleges."

It was moved by Mr. Haskell, seconded by Mr. Page and voted:

"RESOLVED, that the Commissioner of Education of the State of Maine, and such person or persons as he may designate are appointed, authorized and empowered as agent(s) for the University of Maine and its Board of Trustees, for the period May 26, 1968 through June 30, 1968 for the purpose of approval and administration of all contracts other than construction contracts in relation to the former state colleges.

"FURTHER RESOLVED, that the Commissioner of Education and such person or persons as he may designate shall have authority to do all things necessary for the carrying out of the above purposes. It is the intention of the Board of Trustees that said purposes be accomplished in substantially the same manner as has heretofore been applicable to the former state colleges."

It was moved by Mr. Haskell, seconded by Mr. Currier and voted:

"RESOLVED, that the Commissioner of Education of the State of Maine and such person or persons as he may designate are appointed, authorized and empowered to act as agent(s) of the University of Maine and its Board of Trustees as certifying officer(s) for the purpose of approving all disbursements for the former state colleges, as applicable, for the period May 26, 1968 through June 30, 1968. It is the intention of the Board of Trustees that said duties shall be discharged in substantially the same fashion in which they have been heretofore performed."

It was moved by Mr. Haskell, seconded by Dr. Cutler and voted that the Board of Trustees appoint Harry W. Gordon, Treasurer of the old University of Maine, as its fiscal agent responsible, among other functions, for the investment of endowment in accordance with a sound fiscal policy for the institution, until such time as the Board appoints a finance committee of the Board of Trustees.

It was moved by Mrs. Pierce, seconded by Mr. Haskell and voted:

"RESOLVED, that the scope of the independent audit for the entire University of Maine, as of June 30, 1968 and for the fiscal period then ended, shall include all of the properties, assets and liabilities of the former state colleges transferred pursuant to P. & S. L. 1967, Ch. 229, and the transaction of the five state colleges from May 26, 1968, through June 30, 1968."

It was moved by Dr. Cutler, seconded by Mr. Brown and voted that the present chairman of the board write to each state college employee welcoming him into the new statewide University of Maine system and assuring him that every effort is being made and will be made to protect his rights under the law. The letter should also state that in the best interests of all concerned the board has voted that no election pertaining to employee benefits, personnel characteristics, salary level, tenure rights or retirement system shall be permitted until such time as the employees have been fully informed of the alternative elections available to them under the law. The date of such elections will be October 11, 1968. A similar letter will be sent to employees of the old University of Maine.

It was moved by Mr. Brown, seconded by Mrs. Pierce and voted to accept the informal report of the Commissioner of Education concerning several matters, including the following:

- A. That notification to Federal agencies has been given as to change in administration and as to other appropriate matters.
- B. That all transferred records, as appropriate, are accurate, complete and up to date.
- C. That appropriate changes in names have been made.
- D. That inventories of supplies and equipment and equipment reports are accurate, complete, up to date and have been reconciled with applicable State records.

E. That appropriate funds have been properly closed out.

F. That authorizations to approve bills, etc., as appropriate, have been cancelled.

G. That appropriate notification has been given to the State Insurance Advisory Board and to other boards, agencies and authorities.

H. That motor vehicles registrations, as appropriate, have been cancelled and reissued.

I. That proper assignments of all building contracts, including Federal grants, have been made.

J. That transferred student accounts, loans, etc., have been appropriately handled.

and to instruct the Commissioner of Education to file a formal report when these actions have been completed.

It was moved by Dr. Cutler, seconded by Mr. Page and voted to establish budget office "work programs" for purposes of allotting funds for the five state colleges for the fiscal period July 1, 1968 through June 30, 1969 under the applicable provisions of the legislative appropriations for that period.

It was moved by Mr. Benoit, seconded by Mr. Brown and voted:

"RESOLVED, that a Committee is appointed consisting of the fiscal officers of the five former state colleges and the vice-president for administration and finance of the University of Maine, and two members of the Board of Trustees, Hayden Anderson and Robert Haskell, said Committee to be assisted by Maxwell Wakely and Company, for the purposes of proposing and recommending to the Board of Trustees a capital and operating budget for the university system for the biennium ending June 30, 1971. It is the intention of the Board of Trustees that Maxwell Wakely and Company afford technical assistance in the correlation of budgets for the various campuses of the university system."

It was moved by Mr. Brown, seconded by Mr. Benoit and voted to appoint a Search Committee composed of three members of the Board of Trustees to confer with appropriate agencies and individuals regarding the selection of a Chancellor of the University of Maine and a President of the University of Maine and to recommend to the Board of Trustees the appointment of individuals to fill these posts. The three members of the Search Committee will be Mr. Wessell (chairman), Dr. Cutler and Mrs. Sampson.

It was moved by Dr. Cutler, seconded by Mr. Page and voted that with respect to the endowment funds held by the University of Maine on May 26, Harry Gordon, Treasurer Pro-tem of the University of Maine, be hereby appointed to make such security transactions as he deems feasible between this date and June 30, 1968.

It was moved by Mr. Anderson, seconded by Mr. Brown and voted that the president of the five state colleges be appointed by the Board of Trustees as its agent for the collection of all state college tuition fees and other state college revenue belonging to the State of Maine general fund, including proceeds relating to self-liquidating bond issues and proceeds collected on account of the existing state college accounts receivable. In the interest of simplicity, it was also recommended that all such monies be deposited in State of Maine bank accounts as designated by the State Treasurer.

It was moved by Mr. Anderson, seconded by Mr. Haskell and voted that the Board of Trustees instruct Herbert Fowle of the University of Maine and a designee of the Commissioner of Education from one of the state colleges to act jointly as its agents in establishing all necessary petty cash and working capital funds, making advances and other similar fund advances at the five state colleges.

It was moved by Mr. Anderson, seconded by Mrs. Pierce and voted to instruct Herbert Fowle of the University of Maine and a designee of the Commissioner of Education from one of the state colleges to act jointly as its agents for the transfer of all existing insurance, as appropriate, and for the placing of any necessary additional insurance coverage, particularly liability insurance, upon the advice of insurance counsel where deemed appropriate.

It was moved by Mr. Anderson, seconded by Mr. Haskell and voted that the Board of Trustees instruct the pertinent state college personnel that the existing purchasing and employment procedures of the state colleges are to continue until June 30, 1968, and that the Board of Trustees appoint Herbert Fowle of the University of Maine and a designee of the Commissioner of Education from one of the state colleges to act jointly as its agents in this connection, as applicable.

It was moved by Mr. Anderson, seconded by Dr. Cutler and voted that the Board of Trustees appoint Herbert Fowle of the University of Maine and a designee of the Commissioner of Education from one of the state colleges to act jointly as its agents to make certain that there is a proper transfer of titles of bank accounts, securities and all other personal property, tangible and intangible, as appropriate and that proper authorization and signatures are secured.

It was moved by Mr. Anderson, seconded by Mr. Haskell and voted that the pay periods for state college employees be continued as at present until June 30, 1968, and that the Joint Faculty Salary Committee be asked for a recommendation prior to June 30, 1968, concerning pay periods for the 1968-69 fiscal year.

It was moved by Mr. Anderson, seconded by Mr. Currier and voted to assure state college employees that they are fully covered by their existing insurance until the effective date of their election of insurance and retirement options, that their vacation and holiday pay accruals be paid as promptly as possible by the Treasurer of State, and that state college employees' sick leave accruals be honored by the University of Maine.

It was moved by Mr. Brown, seconded by Mr. Anderson and voted to accept with gratitude the letter, dated May 27, received from Senator Bennett Katz.

The board's appreciation was expressed to Assistant Attorney General Jon [redacted] for his assistance with the legal problems involved in the establishment of a statewide university system.

It was moved by Mr. Wessell, seconded by Mr. Brown and voted to accept a letter dated May 23, 1968, and a resolution from the Faculty Council of the University of Maine to the Board, to instruct Mrs. Sampson to acknowledge receipt of the letter and resolution, and to place consideration of the resolution on the agenda for the next board meeting.

It was agreed that the Board of Trustees will operate under the by-laws of the Board of Trustees of the old University of Maine until June 30, or until new by-laws are adopted.

It was agreed that the By-Laws Committee should make a recommendation at the next board meeting concerning the appointment of an attorney for the board.

The next meeting of the board will be held at 10:00 A. M. on June 10 in [redacted].

Respectfully submitted,  
*Jean Sampson*  
Jean Sampson  
Secretary Pro-tem