Board of Visitors Meeting
8:00-10:00AM
December 12, 2013
102 Wishcamper
Portland Campus
Refreshments available at 7:30AM
Free parking is available in the garage.

Agenda

I. Chair’s welcome and remarks—Denise Taaffe, Chair (10 min.)

II. President’s welcome and moving USM forward—Theo Kalikow, President (20 min.)

III. Title III Grant update—Michael Stevenson, Provost (10 min.)

IV. Internship update — Joe Austin, Direction of Community Based Learning (15 min.)
   • Overview and value of high quality internship
   • Student Experience

V. Review the evolving USM model for internships – Mary Sylvester, Special Assistant for Internship Development & Cecile Aitchison, VP Advancement & President, USM Foundation (25 min.)
   • Review of the evolving USM model for internships
   • Highlights to perceived benefits to employers and the community
   • Discussion

VI. Close

Next meeting:
NEW LOCATION
Friday, February 7, in the President Dining Room and Faculty Dining Rooms,
Gorham Campus

Absent: (12) Bill Bennett, Bob Blackwood ’78, ’82, Maria Chambers, Betsy Hart, Jerry LaSala, Chip Morrison, Bob Petitt, Lisa Dixon, Joe Grey, Chris Joyce, Nancy Magee ‘82 and Mark Bessire

Staff: (7) Theo Kalikow, Michael Stevenson, Cecile Aitchison, Bob Caswell ‘74, Dick Campbell ’73, ’89, Susan Campbell ‘80 and Sharoo Wengland ‘10

Guests: (4) Joe Austin, Mary Sylvester and Students Jennifer and Heath

I. Chair’s welcome and remarks—Denise Taffee ‘78, Chair
   - Tony Payne is participating as a representative of the USM Board of Visitors on a task force designed by the Chancellor to receive input from all of the System BOV's
   - If you haven't already, please consider giving a donation to USM on behalf of the Board to support scholarships

II. President’s welcome and moving USM forward—Theo Kalikow, President
   - The Chancellor will be inviting all of the Board of Visitors members to attend the January 27 Board of Trustees meeting
   - USM and many other campuses in the System are facing structural gaps
   - USM's current structural gap is $13.9M, or 8.9% of USM’s operating budget.
   - A Direction Package Advisory Board (DPAB) made up of faculty, staff, students and community advisory members has been formed and is committed to implementing solutions and strategies to lay the groundwork for the university’s successful future.
     - Rick Vail, Laurenz Schmidt, Ed Mckersie and Bob Blackwood are all participating in the DPAB
     - This Board has been through an education phase and is now breaking out into small groups to develop recommendations on a range of FY15 budget issues and development of a strategic identity and reputation. They will be looking at everything within USM’s purview.
     - The draft budget for resolving the FY15 gap needs to be completed and submitted to the System office in early March
     - The gap comes from: lower than estimated enrollments, declining demographics of high school graduates, continued commitment to increasing financial aid and increased expenses
Once the DPAB has a direction package that is ready to be shared with the community, the BOV, and the other advisory boards, will be notified and involved to assist with the implementation process.

- One thing the BOV can assist with now is increasing the awareness and importance of the University in the community. USM needs more community financial support to increase endowments, annual funds and scholarships.
- The Bond issue passed ($15.5 million) which provides USM $4M for science lab renovation for the Gorham and Portland campuses.
  - Special thanks to Tony Payne and Tom Zack for their advocacy toward this initiative.

- There are many good things taking place at USM.
  - USM’s Business School was named “Best Choice for Portland-Area Professionals” in The Princeton Review’s annual guidebook.
  - The Alumni Association started a 30 minute mentoring program and the first meeting took place last month. It had a full turnout and we have had many positive responses.
  - Professor of Theatre Wil Kilroy was named a recipient of a Kennedy Center American College Theater Festival Medallion for his commitment to excellence in educational theatre throughout the Northeast region.
  - USM Professor of Art Jan Piribeck, her students, collaborators at the Maine College of Art and others are involved in “Envisioning Change,” a community-wide project to help us visualize changes in sea levels throughout the Portland area during the last 200 or so years. USM and MECA faculty and students recently organized an awareness-raising event that coincided with the recent King tide, among the highest tides of the year. Community engagement at its finest!
  - Our Student Success Center was noted in The Chronicle of Higher Education’s recent feature “With an Eye Toward Retention, Colleges Amp Up Advising.” The story, in the December 2 edition, noted, “These days, the success centers are hubs of activity, where students can go if they need help with classes, scheduling, or career planning.” I was especially pleased to receive a note from Charlie Nutt, executive director of the National Academic Advising Association (NACADA) complimenting the Student Success Center staff on their work.

III. Title III Grant update—Michael Stevenson, Provost

- USM received a Title III grant in the amount of $1.64M dollars over five years.
- USM must reach certain benchmarks to continue to receive this grant including increasing the retention rate by 1% a year.
- There are only 33 grants given nationally and USM is the only school in Maine to receive it and there were only 3 in New England.
Overall Objective of the grant: create a more intentional and cohesive set of curricular, academic advising and engaged learning activities across the university to improve retention and graduation rates

- There are four focus areas:
  - Implementing a strength based approach to student engagement, utilizing the book Strengths-Finder
  - The development and delivery of high-impact educational practices
  - Enhancement of faculty development programs, including support for the USM Faculty Commons
  - Widespread use of electronic tools to improve university-wide academic scheduling and the delivery of advising and related student services

- We will beginning the work this Fall with about 400 students and will build to every student participating within 5 years

IV. Internship update — Joe Austin, Direction of Community Based Learning

- Joe came to the BOV three years ago to begin the process of building internships
- A lot of progress has been made since that time
- Two students were at the meeting and they described their internship experience at USM:
  - Jennifer, majoring in Biology, and has had three internships the last one at Jackson Lab which was a 9 week internship with a $4,500 stipend with housing and meals included
  - Internships involve the professor, student and organization; all are key to a successful internship
- Since July USM has had 140 students who want an internship, all of which range in consideration of the students’ expertise and experience
- Heath Sanford, majoring media studies, served in Afghanistan and will be deployed again within the next year
- Jennifer’s Comments:
  - Jennifer came from a home school background and received her education from funding from donors because she didn't have financial aid
  - She received hands on experience that she can now put into practice and the biggest gain she received was her confidence in her work
  - For an internship to be successful the internship needs to have consistent quality mentorship.
  - Jennifer received daily communication about her projects and received guidance on how to move forward in the projects she was working on
  - The most challenging experience was trying to keep up with the opportunities. Keeping up with working full time and engaging themselves fully in the academic process
  - Internships and the academic world go hand in hand. The quality consistent mentorship is key.
• **Heath’s Comments:**
  o Did internships at both Russell French Studios and Stretch Studio in Maine
  o Heath did research online to find organizations of interest to him and then contacted them about having an internship
  o His main focus is on commercial advertising and photography
  o One of his professors approached him about doing an internship - it wasn't something he had previously considered
  o He originally was in civil engineering and always had an interest in photography.
  o Heath's goals were to learn how to run a professional business and to network. Both of these studios helped Heath do reach his goals
  o His professor is now working with the employers to negotiate some form of payment for the students
  o Heath is currently trying to get an internship with the Portland Press Herald
  o Heath is also doing a documentary and is working with Professor Gilbert on this project
  o He received a Maine Broadcast award
  o Heath's added value to the organization was the knowledge and new ideas he brought to their organization, which freed up time for them to work on extra projects

V. **Review the evolving USM model for internships – Mary Sylvester, Special Assistant for Internship Development & Cecile Aitchison, VP Advancement & President, USM Foundation**

  • Part of the role of the Advancement office is to engage the community into a partnership with the university. This allows the community to be involved in the talent pool for the region and state.
  • When Mary arrived at USM she first went to the Advancement office to learn about the companies which were already involved or active with the university
  • The original list she produced included 447 companies with 107 involved in multiple layers of relationships with the university
  • Currently USM has about 500 student internships and we continue to work to increase the number of student internships
  • USM's goal for 2016 is to have every student who graduates have had at least one experiential experience which could include an internship or volunteer experience
  • It is important for USM to provide mentorship to the students and help them set goals for the program and to understand that the company they are interning for is an operating business
  • When an organization approaches USM about an internship, USM helps them to write up the job description and create the goals of the internships. Then USM connects the appropriate faculty with the internship. USM then works to connect the students with the company.
USM continues to work at getting more student stories to the community. We are posting more student stories on the USM website and we are now sending a monthly e-newsletter from the president that shares stories about USM's faculty and students, and we are continuously looking at new ways to get the word out about the amazing things happening at USM.