



..... For all 2-year, 4-year, public or not-for-profit private institutions of higher education .....

# MASTER PROPERTY PROGRAM

*A Midwestern Higher Education  
Compact Program*

[MHEC.ORG/MPP](https://mhec.org/mpp)

# Master Property Program

A Midwestern Higher Education Compact Program

## MISSION STATEMENT

*To maintain its leadership position as the premier property insurance program for MHEC and its program partners by continually striving for superior program value, coverage, loss control, knowledge sharing, and stability.*



Dear Prospective Member:

Thank you for your interest in the MHEC Master Property Program (MPP). As a collaborative effort by institutions of higher learning, the MHEC MPP is unique in the property market for its efforts to advance education through cooperation.

As a university risk manager, I recognize that one of the challenges is effectively protecting the assets of your institution. This challenge as with many challenges in higher education is not unique to a specific college or university. The collaborative MHEC MPP offers a member led property insurance program focused on program value, coverage, loss control, knowledge sharing, and stability. Members of the program's Leadership Committee, generally composed of higher education risk managers and business officers, meets four times per year to discuss ways to enhance the MHEC MPP for the benefit of its member institutions. This fosters the opportunity to reach out to peers at other institutions facing the same or similar challenges. The members provide input and collaborate to determine which coverages make the most sense for higher education.

MHEC also invites all members to attend the Annual Loss Control Workshop. This is an excellent forum for you and other administrators to learn from others in reducing losses on campuses as well as meet and interact with other MHEC MPP members, engineering service vendors, and experts in many fields affecting higher education.

Please feel free to reach out to me, as a participating MHEC MPP institution, for a reference when considering this collaborative property insurance program.

Sincerely,

A stylized, handwritten signature in black ink, appearing to read "JR".

Joseph Rayzor, J.D.  
Chair, MPP Leadership Committee and  
Director of Risk Management  
University of Northern Iowa

105 Fifth Avenue South, Suite 450 Minneapolis, MN 55401  
(612) 677-2777 office (612) 767-3353 fax [MHEC.ORG](http://MHEC.ORG)

## MASTER PROPERTY PROGRAM ADMINISTRATORS:



The logo for Captive Resources features a circular arrangement of small, multi-colored dots to the left of the text "CAPTIVERESOURCES" in a serif font, with the tagline "Insurance, reimagined." in a smaller font below it.

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## MISSION, GOALS, AND STRUCTURE

The Master Property Program (MPP) was **ESTABLISHED IN 1994** to broaden property insurance coverage, reduce costs, and encourage improved asset protection strategies for colleges and universities in the 12 member states of the compact.

Since its inception, the program has evolved to be a premiere property program for institutions of higher education focused on strategic growth, program stability, and creating member value.

The goals of the program are to secure broad insurance coverage and services to meet the special needs of its participating member institutions; to reduce program costs; to stabilize costs over time; and to provide dividend returns when loss experience is favorable.

Coverage and service are the hallmarks of the Midwestern Higher Education Compact (MHEC) Master Property Program. The program is responsive to higher education's unique property exposures while remaining flexible to meet individual member needs.

The program provides excellent engineering and loss control services tailored to the requirements and interests of each member institution as well as to the group as a whole. These services help institutions safeguard their capital assets and protect the long-term stability of the program.

The program prides itself on assisting institutions with quality and timely claims service when catastrophic and non-catastrophic claims occur. While the current program is sponsored by MHEC, it is overseen and directed by a committee of representatives, the Leadership Committee, from the member institutions. Leadership conducts ongoing evaluations of carrier responsiveness to incurred losses, recovery processes, and settlements.

The Program is underwritten by insurance companies selected by the participating institutions and administered by the service team of Marsh and Captive Resources. MHEC provides program coordination, member advocacy, and staff support.

The program carriers and service team have served the program exceptionally well over the past several years and have achieved an excellent record of maintaining outstanding coverage and services at competitive rates.

## PROGRAM STRUCTURE

1:

Each member institution retains an individual deductible<sup>1</sup> that is applied to each claim. Excess of the member deductible, the group loss fund is responsible for the next \$2.5 million of loss per occurrence subject to an annual aggregate, determined annually.

2:

Any loss above the loss fund is the responsibility of the program insurers. If the loss fund is depleted in any given year, the primary insured layer automatically drops down and provides primary insurance directly in excess of the members' individual deductible. In addition, there is no mid-term assessment.

<sup>1</sup> Refer to page 12 for minimum program deductibles

Since its **INCEPTION IN 1994**, colleges and universities of all sizes and types have joined the program. The group shares a common commitment towards excellence in campus risk management practices and a desire to work together for the mutual benefit of all members and the program.

Public and private not-for-profit colleges, universities—including community and technical colleges—in MHEC Compact states are invited to apply for admission to the MHEC Master Property Program. Acceptance is contingent upon approval by the program's Underwriting Subcommittee.

For institutions in New Jersey, New York, and Pennsylvania, eligibility to participate may be afforded to these states as associates of MHEC in accordance with the policies and procedures approved by the Commission (MHEC's governing board). Please see details at: [MHEC.ORG/MEMBERSHIP](https://www.mhec.org/membership).

[illegible]

### NON-COMPACT STATES



Currently the program has 99-member institutions, which equates to **160+ CAMPUSES**, participate in the program. The endorsed program underwriters provide insurance coverage for the participating institutions with total insured values of nearly **\$81.82 BILLION**.

Under the auspices of the Midwestern Higher Education Compact, MHEC periodically issues a Request For Proposal (RFP) on behalf of the participating institutions. Proposals are reviewed and endorsed carriers, vendors, and/or service providers are selected by the participating institutions.

..... **MEMBER RETENTION** .....

The Master Property Program is proud to boast a **92.9 PERCENT +** member retention rate.

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**PROGRAM COSTS**

*Rate*

The base program rate typically benchmarks below industry averages. The rate reflects all costs for participation in the base program, which includes potential total limits of \$501 million. Also included in this rate is the cost for loss control services and risk reports that are for the member’s property.

Members also have the option to purchase additional layers up to \$1.75 billion, based on their needs. The costs of these layers are allocated based upon member participation and typically benchmark below industry averages.

*Allocation*

A key feature of the program is that the members own the allocation process and the program leadership is tasked with ensuring that costs are allocated equitably among members.

*Benchmarking*

MHEC members enjoy low rates relative to their peers. This is demonstrated by Marsh’s proprietary benchmarking database, one of the largest in the industry.



## DIVIDEND DISTRIBUTION

Underwriting profit in the Master Property Program is a direct result of the participating institutions' efforts to control and manage their property claims. The Leadership Committee is proud that the participants of this program are able to realize a positive gain from their insurance expense dollars. Continued management of property exposures and claims that do occur should continue to produce returns for all members.

2017	<b>\$860,520</b>	56 eligible institutions
2016	<b>\$1,238,582</b>	58 eligible institutions
2015	<b>\$1,779,902</b>	58 eligible institutions
2014	<b>\$2,265,008</b>	53 eligible institutions
2013	<b>\$55,951</b>	50 eligible institutions
2012	<b>\$384,048</b>	50 eligible institutions
2011	<b>\$50,900</b>	46 eligible institutions
2010	<b>\$904,469</b>	46 eligible institutions
2009	<b>\$1,360,208</b>	47 eligible institutions
2008	<b>\$1,574,787</b>	36 eligible institutions
2007	<b>\$1,863,801</b>	37 eligible institutions
2006	<b>\$3,086,806</b>	36 eligible institutions
2005	<b>\$2,576,309</b>	36 eligible institutions
2004	<b>\$1,707,865</b>	33 eligible institutions
2003	<b>\$418,294</b>	23 eligible institutions

**TOTAL DIVIDENDS PAID: \$20,127,450**

## MPP COVERAGE

Due to the size of the insured group, the Master Property Program is able to provide a very broad coverage form, with opportunities for individual members to acquire additional coverage to meet special needs and circumstances. Currently, the base program for all members includes:

### *Program Limits Available*

<b>BASE PROGRAM</b>	<b>OPTIONAL EXCESS LAYERS</b>
Up to \$500M for Real & Personal Property and Business Interruption	\$500M Excess of \$500M \$750M Excess of \$1B
Up to \$400M for Fine Arts	No Excess Coverage
Up to \$750M for Terrorism	No Excess Coverage

“As one of the smaller institution members in the Master Property Program, we're able to access coverage and service that we couldn't afford otherwise. The Loss Control Workshop also provides a great forum to learn from others and allows me to network with my peers.”

— **THOMAS D. CLAYTON**  
*Insurance and Risk Manager,  
Johnson County Community College, KS*

## Program Sublimits

<b>Coverage</b>	<b>Applicable Sublimit</b> <i>(Sublimits apply per occurrence unless otherwise specified.)</i>
Accounts Receivable	\$100M
Boiler & Machinery coverage, subject to sublimits of \$5M for each of the following – Perishable Goods; Hazardous Substance; EDP (including data restoration); Expediting Expense and CFC Refrigerants \$100M Automatic Coverage for 90 days	\$100M
Broadcast and Cell Towers	\$10M scheduled towers, \$250K unscheduled towers
Civil Military Authority (30-day period)	\$50M
Computer Systems Damage	\$1M aggregate
Construction and Renovation Projects	\$25M, except \$50M for projects reported prior to 7/1/2019. Additional limits available through the Masters Builders Risk Program.
Contingent Time Element	\$25M
Debris Removal	\$100M
Earthquake, limits are shared by all members, excluding locations in California	\$100M
Errors and Omissions	\$100M
Expediting Costs	\$5M
Extra Expense	\$100M
Flood, limits are shared by all members, further sublimit of \$25M for locations situated wholly or partially within an area identified as a Special Flood Hazard Area (SFHA) by the Federal Emergency Management Agency (FEMA)	\$100M
Increased Cost of Construction	\$100M
Ingress/Egress (30-day period)	\$50M
Land and Water Contaminant Clean-up	\$5M aggregate
Land Improvements	\$10M/\$1M for trees and shrubs subject to a maximum of \$5K per tree or shrub
Leasehold Interest	\$100M
Miscellaneous Unscheduled Property, in the United States or Canada	\$25M
Mold, occurring as a direct result of a covered loss	\$25M
Personal Property of Students and Patients	\$2.5M occurrence/ \$2,500 per person
Personal Property, situated outside the United States and Canada	\$5M
Professional Fees	\$5M
Research Animals	\$2.5M occurrence/ \$100K per animal
Resultant Damage from Defective Design or Specifications, Faulty Material, or Faulty Workmanship	\$1M occurrence/ \$5M aggregate
Service Interruption, property damage and time element	\$25M
Soft Costs	\$10M
Tenants Prohibited Access	\$1M
Transit	\$25M
Upgrade to Green	\$1M
Valuable Papers and Records	\$100M

## Program Sublimits (continued)

Coverage	Time or Distance Limit
Gross Earnings	24 months
Ordinary Payroll	180 days
Research and Development (R&D), Greater limits available upon request and subject to review of a completed Business Interruption worksheet and understanding of R&D exposure.	12 months/\$10M maximum

## Program Deductibles

Member chosen (subject to minimum required as detailed on page 12) for all losses per occurrence **EXCEPT FOR:**

1. **Convective Storm (hail and/or tornado):** Greater of member deductible or **\$300,000**
2. **Water Damage:** Greater of member deductible or **\$100,000**
3. **Earth Movement:** 5% of the value per of insurance subject to a minimum of \$250,000 per occurrence for locations in the State of Washington (counties of Clallam, Island, Jefferson, King, Kitsap, Mason, Pierce, San Juan, and Thurston); 3% of the value per unit of insurance subject to a minimum of \$250,000 per occurrence for locations in the counties of Skagit, Snohomish, and Whatcom in the state of Washington.
4. **Flood:** Greater of member deductible or **\$100,000** per building, subject to a maximum of **\$1M** per occurrence, except: locations in a Special Flood Hazard Area (100-year): 2% of the property damage and time element values at the location where the loss occurred, subject to a minimum of **\$1M** per building and a combined maximum of **\$5M** per occurrence; locations in a Moderate Flood Hazard Area (500-year): a minimum of the greater of **\$500,000** or the member deductible per building and a combined maximum of **\$2.5M** per occurrence.

## ENGINEERING SERVICES

The MPP Engineering Services have been custom designed to meet the needs of all members with the following goals in mind:

1. Promote Property Risk Control, Loss Prevention, and Fire Protection Awareness
2. Reduce Total Cost of Property Risk
3. Obtain Property Insurance Data
4. Drive Code Compliance and Insurance Acceptance
5. Be Owner Driven and Contain Maximum Flexibility for Members
6. Provide a Common Sense and Practical Approach to Property Loss Control
7. Create Cost Savings and Reduce Administrative Time, Frustration, and Money

Engineering services are managed by members through the MPP Loss Control Subcommittee. The administration of services and consulting is supported through Marsh Risk Consulting. The program utilizes Global Risk Consultants (GRC) and Zurich Risk Engineering to provide inspection services and support.



## Property Loss Prevention/Control Surveys

Property Risk Control Surveys are a fundamental component of the Engineering Services program. The primary purposes of these surveys are to identify risk exposures and provide risk advice that supports the programs goals and objectives. These surveys also help collect appropriate property insurance risk control data, including COPE (Construction, Occupancy, Protection, and Exposure) information, develop loss estimates for underwriting purposes, report current conditions at each location, and make appropriate recommendations for improvement based on applicable industry (NFPA, FM, etc.) or higher education guidelines/best practices.

### LOSS PREVENTION/FIRE PROTECTION SURVEYS

for members are provided based on the following criteria\*:

CAMPUS AND TIVS	VISIT FREQUENCY TO CAMPUS	BUILDINGS TO BE SURVEYED (BY TIV)
<b>MAIN &amp; SATELLITE CAMPUS</b>		
More than \$1B	Annually	\$100M+ annually \$50M+ every 2 years \$25M+ every 3 years
\$500M-\$1B	Annually	\$25M+ annually \$10M+ every 2 years
<b>MAIN CAMPUS</b>		
Less than \$500M	Annually	\$5M+
<b>SATELLITE CAMPUS</b>		
\$50M-\$500M	Annually	\$5M+
\$25M-\$50M	Every two years	\$5M+
<\$25M	Every three years	\$5M+
\$5M-\$25M	Once, upon entry into program	\$5M+

\*Actual buildings visited during the survey may be adjusted based on key risk factors such as natural hazards exposures, new construction/renovation, completed recommendations, and occupancy considerations.

Electronic follow-up on all **OUTSTANDING OPEN RECOMMENDATIONS** is provided to all members. This includes a request for responses to these recommendations through inspection company's web-based interface. An e-mail is sent to local risk management of each campus with a link to the website within days of the survey report transmission asking for responses within 30 days (per MPP guidelines). Additional e-mails are sent at 60 and 90 days if responses are not received and include notification to MPP Leadership Committee.

## New Construction/Renovation Project Reviews

### SPECIFICATION DEVELOPMENT INPUT

The MPP Leadership Committee has requested that members provide engineering drawings/specifications at the start of large projects, and that members utilize the plan review service for all major remodel and new construction projects. The primary purpose of this activity is to allow for property insurance-related input for the project in advance of the project's further plan development. These initial project reviews can help to prevent potential costly revisions to plans and/or later retrofits, and can also identify other loss prevention best practices that should be considered as part of any major project.

These reviews include items beyond those of simple building and fire codes, and are aligned with expectations of property insurance carriers. Common areas for input include fire protection, water supplies, materials of construction, hazardous processes, natural hazards, and fire hazard risk continuity and exposure arrangements with other existing buildings. This service will be tailored to each project, with the intent of providing an acceptable level of protection, at a cost-effective price.

### PROPERTY RISK PLAN REVIEWS

Fire protection system plan review services for other significant property revisions or new fire protection installation projects are also provided to members. Plans to be reviewed can include new construction addition plans, shop drawings for automatic sprinkler systems and fire pumps, fire suppression and alarm installations, and roofing projects. This service is recommended for each institution to ensure adequate property loss prevention and control measures are incorporated into each project.

The MPP Engineering Program Administrators will work with members and project representatives (architects, contractors, local authorities having jurisdiction, etc.) during the course of the project to help resolve any issues that may arise with these engineering review activities. Members may contact the MPP Engineering Program Administrators at any time to determine proper timing for these reviews.



### *Fire Protection Impairments*

Member institutions are to ensure that all out-of-service fire protection systems are managed appropriately and restored as quickly and effectively as possible. An impairment monitoring program managed by GRC or Zurich Risk Engineering is provided to members to monitor all impairments to fire protection/detection systems. Institutions have the option of using the provided program or an equivalent internal program. The impairment management program will be reviewed during the loss control survey and recommendations may be offered where improvements are needed.

### *Electrical Equipment Loss Prevention/Control Services*

The Master Property Program provides members with infrared thermography services through GRC or Zurich Risk Engineering. The exact number of days allotted under the program varies depending on the members insured values and number of campuses. Members are requested to contact the MPP Engineering Program Administrators to review their allotment. Classroom based electrical safety training is also available through GRC.

### *Boiler and Machinery Jurisdictional Inspections*

Zurich conducts boiler and machinery jurisdictional inspections for members and may utilize a third party accredited inspection company, OneCIS, to assist with inspections at times of high volume. Inspections should be coordinated by all MPP members directly through Zurich's hotline, **800-562-5814** or **[HTTPS://ESOLUTIONS.ZURICHNA.COM/S3/BOILER-INSPECTION-REQUEST-SYSTEM](https://esolutions.zurichna.com/s3/boiler-inspection-request-system)**, with reference to MHEC program membership.

### *Machinery and Equipment Risk Assessments*

Machinery and Equipment Risk Assessments may be conducted at select member facilities. These risk assessments are similar in process to the fire protection surveys, but focus specifically on critical machinery and equipment risk exposures. These evaluations are typically performed due to specific large/critical equipment, and may be necessary for underwriting purposes. These surveys services may also be requested by members, if desired. Please contact the MPP Engineering Program Administrators for more information, or to request a survey.

### *Other Property Risk Studies and Reviews*

Individual members may contract with the MPP Engineering Program Administrators to provide more specialized analysis of their individual exposures to specific or unique circumstances such as natural hazard exposures (earthquake, windstorm, flood, etc.). There may be a separate fee for these services, depending upon the studies or services requested. Please contact the MPP Engineering Program Administrators for more information.

### *Appraisal Services*

MHEC has a contract with Duff & Phelps to perform property valuation services at the request of members for a fee. Interested members can receive the latest building valuations, ranging from simple desktop reviews, to more advanced site-level building assessments and appraisals, as well as specialty services, if needed, for rare books, libraries, ornate buildings, etc.

Costs vary depending upon the level of services requested, but have been previously negotiated to be extremely competitive. All appraisal requests should be made through Duff & Phelps directly. If you have any questions regarding this service, please contact Carla Ahrens at MHEC.

## ..... LOSS CONTROL WORKSHOP .....

MHEC hosts an Annual Loss Control Workshop each year in the spring. The 2020 Workshop will be held in St. Louis, Missouri, on **THURSDAY, MARCH 5**, and **FRIDAY, MARCH 6**. All members are invited to attend and participate. Various topics from engineering vendors are presented, along with other fire protection/loss prevention/emergency response/risk management topics relating to higher education institutions. This is an excellent forum to meet and interact with other MHEC, NEBHE, and WICHE members, the engineering services vendors, as well as noted experts in many fields affecting higher education institutions.

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## CLAIMS HANDLING AND ADVOCACY

As with the Engineering Services, Marsh and Captive Resources in conjunction with MHEC agreed to unbundle the claims handling services to ease the reporting and documenting of claims for member institutions.

Crawford GTS is currently the program's appointed independent adjusting company who handles all property claims for member institutions.

When selecting the claims handling partner, the following **GOALS AND OBJECTIVES WERE FOLLOWED:**

- .....  
**1. Single-source reporting**  
.....
- .....  
**2. Experienced claims administrator**  
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- .....  
**3. Adjusting offices close to member institution locations**  
.....
- .....  
**4. Member advocacy by Marsh and Captive Resources**  
.....
- .....  
**5. Timely resolution of any property claim**  
.....

Each member is required to report any loss that exceeds 50% of the member's institutional deductible directly to Crawford's coordinating office. Once reported, MHEC's Crawford coordinator will assign the loss to the Crawford office closest to the loss location. In the event of a serious

or complex loss, the Crawford coordinating office will handle it in coordination with Marsh.

The designated adjuster, will contact the appropriate individual at the loss location, inspect the loss, report to interested underwriters, work with the loss location designee to arrange for experts when needed, and be the conduit through which loss payments will flow.

In the event there is a dispute over coverage, the amount of the loss, questions surrounding the claim, a need for securing interim payments, or any other issues that may arise, Marsh may be contacted to act as an advocate for the institution.

Loss information received from the carriers is continually reviewed by Captive Resources. Captive Resources also prepares and includes a loss history analysis by policy period indicating the distribution of losses falling within the MHEC captive layer.

Members may also contact Marsh in concert with Captive Resources at any time to strategize on claims issues, discuss claims that do not reach the captive or carrier layers, or even discuss claims scenarios to determine how coverage might apply.

## ADDITIONAL PROGRAM BENEFITS

1. Broad coverage template tailored specifically for higher education institutions (Zurich Edge Policy).
2. Funded deductible with potential dividend returns when loss experience is favorable; no additional funding required if loss fund is exhausted in any given policy year.
3. Exemplary engineering, claims advocacy, and risk management advisory services that are member-driven.
4. Member owned information centrally located on an engineering website tailored to the members, containing COPE data for all campuses, recommendations, and data reports.
5. Program ownership vested with participating institutions.
6. Group leveraging power to assure optimal services and reduced premium costs while maintaining member value.
7. Capacity to creatively respond to changing market conditions, which promotes program stability.
8. Information sharing and idea exchanges among participating institutions, including a program newsletter.

## UNDERWRITING GUIDELINES FOR REQUESTING A QUOTATION FROM THE MHEC MASTER PROPERTY PROGRAM

The Program Administrator will require potential members of the program to provide the underwriting information at least 60 days prior to the date in which a quote is due to be considered for the MHEC Master Property Program. MHEC may decline to quote if information is not provided 60 days in advance. Required underwriting information is as follows:

**STATEMENT OF INSURABLE VALUES (SOV)** SOV must be in an Excel format and is to include replacement cost values for buildings, contents, fine arts, and library values. Contents, fine arts and library values are to be listed with the building in which the values are located.

**COPE INFORMATION** The SOV must also include the following COPE information (refer to sample SOV):

- Construction type
- Year built
- Year of last major upgrade
- Gross square footage
- Alarms
- # of stories above grade
- # of stories below grade
- Predominant occupancy
- % of s.f. sprinklered

### BUSINESS INTERRUPTION (BI) WORKSHEET

If a worksheet is not provided, the program will compare the BI values to the building values reported and will require that the BI values be at least 13.5% of the building values.

**5-YEAR LOSS HISTORY** Loss History must be provided in an Excel worksheet, be for property only, and include 5 years of gross losses ground up.

### LOSS CONTROL REPORTS

Prospective members are asked to provide any available loss control reports.

### HOT WORKS PROGRAM

The program requires that a member institution has a Hot Works Program in place. If your institution has a program, you are asked to provide details on your program. If you do not, the MPP will work with you to implement a Hot Works Program should you join the program.

**DEDUCTIBLE** A prospective member is to request the deductible options to be considered, subject to the program's minimum required deductible as described in the following table:

MINIMUM DEDUCTIBLES FOR NEW MEMBERS	
TOTAL INSURABLE VALUES (TIV)	MINIMUM DEDUCTIBLE
<\$500M	\$25,000
\$500M to \$1B	\$50,000
\$1B to \$3B	\$100,000
\$3B to \$5B	\$250,000
>\$5B	\$500,000

Should a Member or prospective institution desire an annual aggregate deductible, the amount of such aggregate deductible will be based on the member's per occurrence deductible and subject to the following minimums:

MINIMUM DEDUCTIBLES FOR NEW MEMBERS	
TOTAL INSURABLE VALUES (TIV)	MINIMUM DEDUCTIBLE
< \$100,000	Not Available
\$100,000 to \$249,999	3x per Occurrence Deductible
\$250,000 to \$999,999	2x per Occurrence Deductible
> \$1 Million	1x per Occurrence Deductible

Based on the risk profile, Program Administration may require higher deductibles or offer alternatives for consideration.

**LAYER OPTIONS** The program requires that all members participate in the "base" program (\$500 million policy limit); however, additional layers are available (refer to page 6). Prospective members are to request layer options to be considered at time of submitting their information for a quote.

**NAMED INSUREDS** Should a prospective member choose to join the program, they will be required to provide the Program Administration the insureds that should be included.

**CONFIDENTIALITY STATEMENT** Prospective institution and local broker (if applicable) must sign the Program’s Confidentiality Statement before receiving any additional information and quote. If Marsh is the local broker, they are bound by the MHEC-Marsh Client Service Agreement.

**OVERVIEW** Prospective institution and local broker (if applicable) should attend program overview prior to receiving a quote.

**QUOTING FEE** Prospective institutions will receive their first quote free. In the event, they do not join and re-approach the program within three (3) years, they will be charged a quoting fee. This fee will be credited back if the member joins the program.

## FORMING A GROUP WITHIN MHEC

Institutions have the ability to form a group within the MHEC Master Property Program. By doing so, institutions can typically reduce their costs while taking advantage of the program’s broad coverage and available services.

**TO BE ABLE TO DO SO, THE FOLLOWING CRITERIA IS REQUIRED:**

1. One Named Insured (Legal Entity), where one can sign on behalf of all entities.
2. Enabling legislation (statutes) that allow (or does not prohibit) the schools to buy together and share limits.
3. The policy will be in the name of the legal entity with an endorsement naming the participating members.

If the group can meet criteria, the Program Administrator will then seek formal approval from MHEC and quote the institutions together.

## CONTACTS

**Carla Ahrens** *Midwestern Higher Education Compact*  
(612) 677-2776 carlaa@mhec.org

**Genevieve Davis** *New England Board of Higher Education*  
(617) 357-9620 x110 gdavis@nebhe.org

**Wanda Barker** *Southern Regional Education Board*  
(404) 875-9211 x258 wanda.barker@sreb.org

**Jere Mock** *Western Interstate Commission for Higher Education*  
(303) 541-0222 jmock@wiche.edu

## FREQUENTLY ASKED QUESTIONS

*Question: What if my renewal date is not July 1?*

**ANSWER:** Your program costs are pro-rated for the first year up to the July 1 renewal date; then you will be asked to modify your renewal date to coincide with the entire group (July 1).

*Question: Can I retain my local broker?*

**ANSWER:** Each institution, at their own discretion, may choose to retain a local broker to work in conjunction with the program’s administrative team. A number of member institutions solicit the services of a local broker while several others do not. The local broker does not have to be affiliated with Marsh, the program administrator. MHEC would be happy to connect prospects with a local broker and client of the Master Property Program.

*Question: How are the dividends distributed among the institutions?*

**ANSWER:** Program participants approved a formula that takes into account each individual institution’s portion of the remaining loss fund to determine the distribution of end-of-year loss fund balances and interest income. After accounting for all losses and expenses, a dividend will be available for distribution to the program participants no sooner than 12 months after the close of the underwriting year, based on the recommendation of the Master Property Program Leadership Committee. At the request of the member institutions, the MHEC service team is continuously working with the Leadership Committee to develop strategies to utilize previous and future loss fund dividends to strengthen and grow the loss fund over time. Institutions that leave the program forfeit a portion of their remaining equity (if any) based on years of participation in the Master Property Program.



## MHEC PARTICIPATING INSTITUTIONS

### Illinois

#### IPHEC (Illinois Public Higher Education Cooperative)

Chicago State University  
Eastern Illinois University  
Governors State University  
Illinois State University  
Northeastern Illinois University  
Northern Illinois University  
Southern Illinois University  
University of Illinois  
Western Illinois University

#### Roosevelt University

### Iowa

#### University of Northern Iowa

### Kansas

#### Benedictine College

#### Butler Community College

#### Johnson County Community College

#### Washburn University

#### Kansas Association of Community College Trustees (KACCTI)

Cloud Community College  
Coffeyville Community College  
Fort Scott Community College  
Garden City Community College  
Highlands Community College  
Independence Community College  
Neosho County Community College

#### Kansas Association of Community College Trustees (KACCT2)

Barton County Community College  
Cowley County Community College  
Dodge City Community College  
Hutchinson Community College  
Labette Community College  
Pratt Community College  
Seward County Community College

#### Kansas Association of Technical Colleges (KATC)

Northwest Kansas Technical College  
Wichita Area Technical College

#### Kansas Board of Regents

Emporia State University  
Fort Hays State University  
Kansas State University  
Pittsburg State University  
University of Kansas  
University of Kansas Medical Center  
Wichita State University

#### Kansas Independent College Association (KICA)

Bethany College  
Bethel College  
Friends University  
Hesston College  
McPherson College  
Newman University  
Ottawa University  
Sterling College

### Michigan

#### Ferris State University

#### Lake Superior State University

#### Northern Michigan University

#### Saginaw Valley State University

### Missouri

#### Lindenwood University

#### Missouri State System

Harris-Stowe State University  
Lincoln University  
Missouri Southern State University  
Missouri State University  
Missouri Western State University  
Northwest Missouri State University  
Southeast Missouri State University  
Truman State University  
University of Central Missouri

#### Saint Louis Community College

### Nebraska

#### Nebraska State College System

Chadron State College  
Peru State College  
Wayne State College

#### University of Nebraska System

### Ohio

#### Ohio Association of Community Colleges

Belmont College  
Central Ohio Technical College  
Clark State Community College  
Columbus State Community College  
Eastern Gateway Community College  
Edison Community College  
Lakeland Community College  
Marion Technical College  
Northwest State Community College  
Rhodes State College  
Stark State College  
Terra Community College  
Washington State Community College

## WICHE PARTICIPATING INSTITUTIONS

### Arizona

#### Pima County Community College District

### Colorado

#### Colorado School of Mines

#### The Colorado College

#### University of Northern Colorado

### Idaho

#### College of Idaho

### Nevada

#### Nevada System of Higher Education (NSHE)

College of Southern Nevada  
Desert Research Institute  
Great Basin College  
Nevada State College at Henderson  
Truckee Meadows Community College  
University of Nevada, Las Vegas  
University of Nevada, Reno  
Western Nevada College

### Oregon

#### Lewis and Clark College

#### Reed College

#### Willamette University

### Utah

#### Westminster College

### Washington

#### Seattle Pacific University

#### Whitman College

### Wyoming

#### University of Wyoming

## NEBHE PARTICIPATING INSTITUTIONS

### Massachusetts

#### Clark University

As of November 1, 2019