

**GENERAL SESSION
ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES**

MINUTES

Date: October 5, 2013
Hour: 8:40 a.m.

Site: Glendening Annex
St. Mary's College of Maryland

TRUSTEES PRESENT

Chair Gail Harmon, Cindy Broyles '79, Larry Leak '76, Molly Mahoney Matthews, Tim Broas, Jim Muldoon, Sven Holmes, Gary Jobson, Tim Heely, Elizabeth Graves '95, Glen Ives, Katharine Russell, Danielle Troyan '92, Lex Birney, Ann McDaniel, Peg Duchesne '77, Mike O'Brien '68, Donny Bryan '73, John McAllister, Michael Killius '14

TRUSTEES ABSENT

John Wobensmith '93, Marty Sullivan, Steny Hoyer, Stephanie Rawlings-Blake

OTHERS PRESENT

Interim President Ian Newbould, Sara Slaff, Maureen Silva, Chip Jackson, Gary Sherman, Beth Rushing, Bert Ifill, Dan Branigan, Alan Dillingham, Gina Faden, Susan Messitte, Taylor Schafer, Wes Jordan, Arminta Stanfield, Tommy Cable, Mac McClintock, Kate Brennan, Leslie Gomez (Pepper Hamilton), Jesse Yeatman

Chair Harmon convened the open session of the Board of Trustees at 8:40 a.m. in compliance with State Government Article, Section 10-501, the Open Meetings Act.

AGENDA AND MINUTES

The meeting agenda for October 5 and the minutes from the May 10 meeting were approved.

REPORT OF THE BOARD CHAIR

Chair Harmon welcomed Interim President Ian Newbould and noted the important work that he and the board would address in the 2013-2014 academic year. Budget and enrollment issues will continue to be a top priority in addition to the presidential search. She thanked Interim Vice President for Enrollment Management Joel Wincowski for his efforts over the summer to address the admissions shortfall. Good progress has been made in improving operational strategies, but much work remains. Harmon noted that the board would also hear from consultant Leslie Gomez regarding Title IX practices and procedures. Harmon noted that search consultant Kate Haley from Witt/Kieffer would meet with the board at the end of the morning session. She thanked all those who had provided input to the development of the profile and position description. Based on feedback regarding the merits of an open vs. closed search, the search committee decided to maintain a confidential search through the semi-finalist phase, then bring finalists to campus for meetings with the campus community.

REPORT OF THE PRESIDENT

Interim President Newbould summarized his early weeks at St. Mary's College and thanked Vice President for Business and Finance Chip Jackson for his leadership during the presidential transition. Newbould outlined his role to resolve admissions and budget issues and to prepare for the next president. He thanked the board and the senior team for their support as he undertakes his work.

COMMITTEE REPORTS

Finance, Investment and Audit

Vice President for Business and Finance Chip Jackson reported for the Finance, Investment and Audit Committee on behalf of Committee Chair John Wobensmith. FIA recommends approval of Action Item 1314-003, revision of FY 14 current fund operating budget. The action item incorporates a \$3.5M budget reduction. A motion was made and seconded to approve the action item. The motion was approved unanimously.

Academic Affairs

Committee Chair John McAllister reported that the committee met on September 18. The committee heard a report from Faculty Senate President Alan Dillingham about the work done by faculty and staff over the summer to respond to budget issues. The College's sabbatical policy is being reviewed for possible revision. Sabbatical reports will be posted so that trustees can review the work done by faculty. The committee is reviewing possible new academic programs, including an environmental studies major, a business minor, a new track in MAT for community educators, revision of the existing dual degree program in engineering with UMCP.

Admissions and Financial Aid

Committee Chair Molly Mahoney Matthews reported that the committee met on October 1. She thanked Joel Wincowski for the work done with the admissions/financial aid staff over the summer and welcomed new Vice President for Enrollment Management and Dean of Admissions Gary Sherman. She reviewed the report done by consultant Rit Fuller to review the causes of the admissions shortfall and noted that many of the problems identified had already been addressed. Going forward, weekly reports will keep the committee updated on admissions activity. Matthews thanked the faculty for their engagement in the admissions process; campus visits are now more personalized and include more interaction with faculty. More efforts are also being made to attract transfer students.

Buildings and Grounds

Committee Chair Mike O'Brien reported that the committee met on September 26. The Anne Arundel Hall project is underway with the removal of the existing building. The new parking lot next to the Campus Center is under construction. Traffic-calming on Route 5 is awaiting a permit from the State Highways Administration; the second phase of the project, which includes the boardwalk across Fisher's Creek, will require federal funding. The committee toured the residence halls, townhouses, suites and apartments and found the buildings in good condition. Dan Branigan was introduced as the new Associate Vice President for Planning and Facilities. Dan has worked at the College since 1997.

Community Relations

Tim Heely reported on behalf of chair Glen Ives, who missed the committee meeting in order to greet his son, who was returning from Afghanistan. Gary Kessler, Executive Director of NAWCAD, was the special guest at the Community Relations Committee and discussed various ways in which the College and the base work together. The committee was briefed on the MOU for the River Concert Series, which was renewed for a three-year term. The structure of the River Concert Gala may be revised, and discussions are being held with the Arts Alliance.

Development

Chair Cindy Broyles reported that the committee met on September 10. In FY13, \$3.8M was raised, exceeding the goal set. The advancement team has launched a new web-based effort for small initiatives. During this interim year, the campaign work will continue in the silent phase. A revision of the case statement will be undertaken when the new president is in place. It was suggested that board members host salon-type events to cultivate donor base.

Government Relations

Chair Gary Jobson reported that the committee met on September 25. Legislative initiatives are in development and will be discussed in further detail at the next board meeting. House Speaker Busch provided a positive quote for our admissions materials.

Student Affairs

Committee Chair Lex Birney reported that the committee met on October 2. Birney meets with students for lunch before the meetings and encourages fellow trustees to attend. Consultant Leslie Gomez reported to the Board on Title IX practices and procedures. St. Mary's is comparable to most schools regarding the state of our policies and is ahead of the curve with first responders, sexual assault advocate, and peer health educators. Next steps include revision of sexual misconduct and sexual harassment policies, which require review by the Office of Civil Rights before coming to the Board. A new Title IX coordinator position will be created to handle this area.

Trustee Governance

Committee Chair Sven Holmes reported that the committee met on September 18. The committee is reviewing trustee prospects and encourages board members to suggest possible candidates. The committee will work during the coming year on ways to improve board effectiveness and efficiency.

AFFILIATED REPORTS

Faculty Senate President

Faculty Senate President Alan Dillingham reported to the Board. He noted that faculty responded throughout the summer to address issues related to budget and admissions. He thanked the board for their support, which he will convey to the faculty. Recent problems have contributed to a loss of morale; the board's quick response on leadership and decision to open the presidential search has been viewed favorably. Faculty are anxious about board discussions regarding new programs and encourage the board to support the liberal arts model. Board

members noted their goal is to provide a strategic framework within which faculty works on majors and course offerings. Conversations will continue with faculty and administration.

Student Trustee

Student Trustee Michael Killius thanked the board for their response to the expressions of student commitment to the College at the May meeting. Students are ready and eager to assist in discussions regarding budget, enrollment, and the presidential search. Students want to support lower-paid staff, but are not unanimous regarding St. Mary's Wage campaign. They are willing to update on their activities as needed and are ready to examine the use of alcohol on campus. Killius introduced SGA president Kate Brennan and student trustee-in-training Taylor Schafer.

Staff Senate

Senator Tommy Cable reported on behalf of Staff Senate President Mary Grube. Staff Senate is entering its third year. Tuition remission programs at the College of Southern Maryland and professional development workshops are giving staff opportunities to expand their skills. A monthly award named for Joe Carroll celebrates staff accomplishments. A new webpage and newsletter have been created to keep the campus informed on activities.

Alumni Council

Alumni Council President Danielle Troyan reported to the Board. Plans are underway for Reunion Weekend 2014, which welcomed back a record number of alums in 2013. An alumni reception will be held in November in New York City with Interim President Ian Newbould, and new chapters are in development in Boston and Denver.

Foundation Board/Joint Investment Advisory Committee

Susan Messitte reported that the Foundation Board and JIAC met on September 23; representatives from JP Morgan attended. The endowment stands at \$28M and has recouped losses from the economic downturn. Board members will work with Development Committee Chair Cindy Broyles and Vice President of Advancement Maureen Silva to solicit donors. Peter Green of Wyle Labs has joined the Foundation Board.

Historic St. Mary's City Commission

Executive Director Gina Faden reported to the Board. A grant has been received to bring the "Written in Bone" exhibit back from the Smithsonian. A crypt will be created in the chapel. State funds have been identified to improve Brome-Howard and Hogaboom houses. HSMC staff are teaching archaeology methods courses at the College. Visitation has increased over last year.

A motion was made to move into closed session at 11:10 a.m. The motion passed unanimously.

A motion to reconvene in open session was made at 1:20 pm. The motion passed unanimously.

A motion was made to approve the personnel items recommended in closed session. The motion passed unanimously.

Chair Harmon introduced Kate Haley of Witt/Kieffer, presidential search consultant. Haley discussed the timeline of the search and the process that will be undertaken. It is anticipated that final candidates will be brought to campus in early March, with a final decision to be announced shortly thereafter.

The meeting was adjourned at 1:45 pm.

Summary prepared by Kathy Grimes

November 5, 2013