ST. MARY'S
COLLEGE of MARYLAND

BOARD OF TRUSTEES
OPEN SESSION
MINUTES

Date of Meeting: July 1, 2026 **Status:** APPROVED

Board Members Present: Chair John Bell ’95, Vice Chair Paula Collins, Treasurer John Wobensmith ’93, Secretary Nicolas Abrams ’99, Anirban Basu, Susan Bass, Peter Bruns, Antoinette Coleman, Susan Dyer, Judith Fillius '79, Elizabeth Graves '95, Bonnie Green '74, Kristen Greenaway, Talib Horne '93, Rep. Steny H. Hoyer, Kimberly B. Kelley, Micheline Lopez-Estrada, Heidi Murdy-Michael, Julia Rapier, Melanie Rosalez '92, Michele Shipley '92, Danielle Troyan '92, President Rhonda Phillips

Board Members Absent: Jesse Price ’92, Aaron Tomarchio ’96, Raymond Wernecke

Others Present: Robert A. Artiga-Valencia, Donny Bryan '73, Kathryn C. Dao, Brandon S. Engle, David L. Hautanen, Jerri D. Howland, Samantha J. Katz, Eileen E. Petula, Gretchen D. Phillips, S Wilson.

Executive Summary

The St. Mary’s College of Maryland Board of Trustees held an open session special meeting on July 1, 2026. Participation was virtual. Board Chair John Bell presided. The meeting opened at 8:05 am.

Chair Bell noted that the Board would have several action items during the meeting. He asked that any Trustee making a motion or offering a second state their name clearly for the record.

The Board voted to move into closed session in accordance with the written closing statement. After completing the closed session agenda items, the Board returned to open session and considered Human Resources policy items. The Board approved the Paid Family and Medical Leave Policy, deferred a second Human Resources policy for regular committee review, and adjourned the meeting.

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Motion to Close the Meeting

Chair John Bell stated that the Board would meet in closed session pursuant to Maryland General Provisions Article § 3-305(b)(1) and § 3-305(b)(14), for the purposes set forth in the written closing statement. The Board would discuss personnel matters involving an appointee, employee, or official over whom it has jurisdiction and, before a contract was awarded or bids were opened, matters related to negotiation strategy or the contents of a bid or proposal concerning the ERP contract, where public discussion or disclosure would adversely affect the College's ability to participate in the competitive bidding or proposal process.

Trustee Talib Horne moved to enter closed session. Trustee Susan Dyer seconded the motion, which carried unanimously. The Board entered closed session at 8:10 a.m.

Closed Session Summary

During the closed session, the Board received an update from the Enterprise Resource Planning Working Group regarding the proposed transition from Anthology to Workday, including the revised contract structure and Phase Zero ("0") pre-implementation approach. Following discussion, Trustee Micheline Lopez Estrada moved to approve proceeding with the transition from Anthology to Workday, consistent with the revised contract structure and Phase 0 approach presented by the ERP Working Group. Trustee Susan Dyer seconded the motion, which carried unanimously.

The Board also considered the proposed elevation of the Assistant Vice President for Communications and Marketing position to Vice President for Communications and Marketing. Chair John Bell '95 moved to approve the elevation of the position. Trustee Judy Fillius '79 seconded the motion, which carried unanimously.

Return to Open Session

Chair John Bell requested a motion to return to open session. Vice Chair Paula Collins moved to return to open session. Trustee Danielle Troyan seconded the motion. The motion carried unanimously. The Board returned to open session at 9:02 a.m.and continued with the following updates:

Paid Family and Medical Leave Policy

Vice President for Business and CFO Eileen Petula presented the proposed Paid Family and Medical Leave Policy, which establishes paid, job-protected leave for eligible employees in accordance with Maryland law. The policy provides up to 12 weeks of leave for qualifying family and medical reasons, or up to 24 weeks in certain circumstances involving both an employee's serious health condition and parental leave.

The Board's approval is required because the policy establishes institution-wide employee compensation, benefits, leave entitlements, and employment protections. The policy was reviewed by Assistant Vice President for Human Resources Kathleen Dao and Assistant Attorney General Mary Broadwater.

Trustees discussed the policy's potential applicability to employees of Historic St. Mary's City and its relationship to the College's existing parental leave benefit. Ms. Petula and Ms. Dao agreed to review those matters and return to the Board if revisions are necessary.

Criminal Background Check and Credit History Check Policy

Ms. Petula noted that a second Human Resources policy, Criminal Background Check and Credit History Check Policy, was outdated and in need of review. The materials had been drafted with the expectation that the item would proceed first through the Finance, Investment, and Audit Committee before coming to the full Board, but was presented at this meeting in conjunction with PFML.

As the policy was not urgent, the Board agreed to defer the item and allow it to proceed through the regular committee review process for consideration at a future meeting. No vote was taken.

Adjournment

There being no further business, Chair Bell requested a motion to adjourn the July 1, 2026 special meeting of the St. Mary's College of Maryland Board of Trustees. Trustee Anirban Basu moved to adjourn, Trustee Susan Dyer seconded the motion, and the motion carried unanimously. The meeting adjourned at 9:14 a.m.

Action Items

Action Item 2627-01: Approval of Enterprise Resource Planning Transition from Anthology to Workday

The ERP Working Group recommended that the Board approve proceeding with the College's transition from Anthology to Workday, subject to completion of a 22-week Phase Zero ("0") pre-implementation period beginning August 3, 2026. Phase 0 would address remaining implementation-readiness needs related to staffing, governance, technology, business processes, and project management before the College proceeds to full implementation.

The proposed contract structure included a 10-year Workday subscription and phased implementation services through Cognizant/Collaborative Solutions. The College would provide monthly progress reports to the ERP Working Group and return to the Board with a readiness briefing before exercising the option to proceed to Phase 1.

Action Item 2627-2: Approval of elevating AVP to VP Communications and Marketing

The President recommended that the Board of Trustees approve elevating the Marketing and Communications position from Assistant Vice President to Vice President. The recommendation reflected the growing importance of this work to St. Mary's College of Maryland's enrollment, reputation, visibility, and public mission. Elevating the role would provide the scope, authority, and institutional alignment needed to support the President and Cabinet on matters directly affecting the College's reputation, positioning, and long-term success. The change recognized Marketing and Communications as a strategic institutional function and aligned the position with the level of responsibility and leadership required.

Action Item 2627-03: Approval of the Paid Family and Medical Leave Policy

The Committee recommended that the Board of Trustees approve the Policy on Paid Family and Medical Leave as presented, effective July 1, 2026, to establish the College's institutional paid family and medical leave benefit in compliance with the Annotated Code of Maryland, State Personnel and Pensions Article, § 9-1003 et seq.

The new policy establishes institution-wide rights and obligations for eligible employees, including paid, job-protected leave, continuation of benefits, return-to-work protections, coordination with other leave programs, and procedures for leave determinations, reconsideration, and appeal. Because the policy governs employee compensation, benefits, and employment rights and is required by Maryland law, Board approval is required before institutional adoption.

Trustee Susan Dyer moved to approve the Paid Family and Medical Leave Policy, effective July 1, 2026, to establish the College's institutional paid family and medical leave benefit in compliance with Maryland law. Trustee Judy Fillius seconded. The motion carried unanimously.

Action Item 2627-04: Additional Human Resources Policy

The Board considered a proposed policy governing criminal background checks and, when appropriate, credit history checks for employees and other affiliated individuals. The policy is intended to promote campus safety, protect College resources, and ensure fair and legally compliant screening practices. It provides that background information will be evaluated based on job-relatedness and business necessity and will not automatically disqualify an individual from employment. No vote was taken and the item was tabled until the next meeting.