



**BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
APRIL 22, 2025**

**OPEN SESSION
AGENDA**

- I. MEETING MINUTES**
 - A. Minutes (Meeting of January 8, 2025)
- II. DISCUSSION ITEMS**
 - A. Facilities Preliminary Master Planning Leading To Master Planning
- III. ACTION ITEMS**
 - A. Approval of the FY27-FY31 State Capital Budget Proposal
 - B. Approval of the Annual Facilities Condition Report
- IV. INFORMATION ITEMS**
 - A. Historic St. Mary's City Commission Report
 - B. College Managed Capital Projects
 - C. Marine Science Vessel
 - D. Prince George Hall Design Build Update
 - E. Information Technology Report

The Committee does not expect to close any portion of this meeting.



**BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE**

**OPEN SESSION
MINUTES**

Date of Meeting: January 8, 2025

Status of Minutes: Approved

Committee Members Present: Committee Chair Donny Bryan '73, Committee Vice-Chair Talib Horne '93, Board Chair John Bell '95, Lex Birney, Hudson Christensen '25, President Tuajuanda Jordan, Danielle Troyan '92

Committee Members Absent: Peg Duchesne '77

Staff Member: Amir Mohammadi

Others Present: Betsy Barreto, Mary Broadwater, David Cannavo, Paula Collins, Carolyn Curry, Jonathan Dobry, Kevin Emerson, Brandon Engle, Darry Green, Mary Grube, David Hautanen, Jerri Howland, Shannon Jarboe, Brad Newkirk, Jenell Sargent, John Seidel, David Taylor, Charlie Wilson, Anna Yates

Executive Summary

Technology, Buildings, and Grounds Committee Chair Donny Bryan '73 called the open session meeting to order at 4:00 p.m. Participation was via videoconference.

Discussion Items

Preliminary Campus Master Plan Progress and Master Plan Update

The Preliminary Master Planning Committee identified and prioritized a total of 30 projects, which will be shared with executive leadership at Historic St. Mary's City and the St. Mary's County Government to support collaboration between all entities and avoid duplication of efforts. A consultant will be hired in Spring 2025 to assist with developing the Campus Master Plan, which has an expected completion date of Fall 2025

Residence Hall Refresh Program

Refreshing and modernizing the residence halls will occur in three phases, short-, mid-, and long-term, to enable improvements to be performed strategically. During the Thanksgiving and winter breaks, short-term upgrades were performed in the traditional residence hall main lobbies and recreation rooms that included new flooring, furniture, paint, and lighting.

Mid-term renovation plans will begin in 2025 and span over a three-year period. This phase will include modernizing restrooms, installing day lighting in the corridors, and upgrading all finishes throughout the residence halls. Electrical, mechanical, life safety, and IT systems will be bid as add alternates.

The long-term renovation plans will be incorporated into the 2025-2035 Campus Master Plan to ensure students have a diverse range of housing choices that support a safe, engaging, and inclusive living-learning environment.

Interim Vice President and CFO Amir Mohammadi reviewed three possible funding models for the renovation of the Prince George Hall restrooms. VP Mohammadi also shared with the Committee the College's participation in SMECO's EmPower Program. Through participation in this program, the College was able to realize an 80% savings on the lighting upgrades within the residence halls, lowering the total cost from \$187K to \$25K.

Campus Exterior Signage

The Office of Capital Planning, Design, and Construction is managing a campus exterior signage project that will begin in Spring 2025 and span three years. New directional signage will be placed throughout the campus and will include building, street, and parking lot names, and directional signage for vehicles and pedestrians.

Office of Information Technology Report

The Office of Information Technology is required to conduct a Cybersecurity Assessment each year to identify cybersecurity risks and to develop mitigation strategies. A Change Management Plan to address the Cybersecurity risk and outline the steps, timeline, and responsibilities for implementing changes is under development. New security measures have been implemented to protect data and system requirements.

The Anthology student module went live on October 8, 2024, and was integrated with the HR and finance system on October 24, 2024. The student portal, with access to spring schedules, financial aid, and student accounts/billing, was available on November 22, 2024.

New uninterruptible power supply systems were installed in Baltimore Hall, telecommunications (VOIP system), and the Schaefer Hall data center. The new uninterruptible power supply systems have battery run times of 24 hours, as compared to the old systems which had a run time of only 30 minutes. These new systems will ensure continuous operation and improve overall system resilience.

Information Items

Marine Science Vessel

Vessel construction is approximately 10% completed. The IP based systems and engineering modeling are approximately 30% complete. The engine and transmission units have been ordered and are in the process of being built and paired by the manufacturer. Composite is currently converting 2D drawings into a 3D model. Invoices paid to date total \$316K. When the vessel reaches 40% completion, Committee Chair Bryan and Interim Vice President and CFO Mohammadi will make a site visit to the boat builder. The total cost of the vessel is \$1.393M.

Historic St. Mary's City Commission Report

Executive Director/CEO John Seidel provided an update on behalf of the Commission, including remarks on the status of the Maryland Heritage Interpretive Center. Historic St. Mary's City is collaborating with the Piscataway Conoy Tribe and the Piscataway Indian Nation with regard to

developing exhibits for this new building.

Action Items

II.A. Approval of the FY26 Plant Fund Budget

The Technology, Buildings, and Grounds Committee is charged with the responsibility to establish priorities for capital projects. A cost breakdown of the FY26 plant projects by priority categories was provided to the Committee for its consideration. The proposed FY26 plant fund budget, in the amount of \$1.587M, is primarily funded from the student facility fee.

Committee Chair Donny Bryan '73 asked for a motion to approve the action item as presented. A motion was made by Trustee Lex Birney and seconded by Trustee Danielle Troyan '92. The motion passed unanimously.

The meeting adjourned at 4:49 p.m.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
April 22, 2025
DISCUSSION ITEM II.A.
FACILITIES PRELIMINARY MASTER PLANNING LEADING TO MASTER
PLANNING**

PRELIMINARY MASTER PLAN

The College is currently engaged in an internal preliminary master planning phase as a prelude to hiring a consulting firm to develop the next master plan. The focus of this preliminary phase is to involve the campus community, build upon previous planning goals and objectives, and to identify new initiatives and building projects. This effort will culminate with a preliminary conceptual plan in Spring 2025. We anticipate hiring a consulting firm in Summer 2025 with a goal of completing the 2025–2035 Campus Master Plan by Spring 2026.

CAMPUS MASTER PLAN

The Facilities Master Plan establishes a framework for campus development. Based on the Academic and Strategic Plans, an assessment of space needs and building conditions, the Facilities Master Plan sets forth the requirements and objectives to be achieved within the planning timeframe, including a specific set of capital projects. The projects included in the Plan are also tested against potential funding capacity, including the state's capital budget funding requirements.

The Facilities Master Plan also establishes the land use parameters and the character of the campus through the development of planning principles and campus site plans. The College has placed significant effort on these qualitative issues to ensure that the campus has an identity fitting in its place. This emerged from architect and urban planner Jaquelin Robertson's vision of an "academic tidewater village." The College's consistent treatment of campus architecture is an intentional outcome guided by a history of master planning dating back to 1986. As a result of this honorific stewardship of the buildings and grounds through time, the College has created a memorable and cherished legacy for attracting generations of students to come.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
APRIL 22, 2025
ACTION ITEMS III.A.
APPROVAL OF THE FY27-FY31 STATE CAPITAL BUDGET PROPOSAL**

RECOMMENDED ACTION

The Technology, Buildings, and Grounds Committee recommends approval by the Finance, Investment, and Audit Committee of the FY27-FY31 State Capital Budget Proposal. The Finance, Investment, and Audit Committee will review and consider approval of the proposed capital budget submission at its May 6, 2025 meeting.

The proposed FY27-FY31 state-funded capital budget request includes funding of various campus infrastructure improvements, funding for the design and renovation of Montgomery Hall, and Schaefer Hall.

RATIONALE

The attached chart summarizes the College's FY27-FY31 state capital budget request and provides a comparison to the governor's Five-Year Capital Improvement Plan (CIP).

Campus Infrastructure Improvements

This budget request continues to fund infrastructure improvements annually in multiple phases. The projects proposed for FY27-FY31 include the Kent Hall HVAC replacement, masonry restoration and slate roof replacement for the historic campus area, Hilda C. Landers Library/OIT generator and transfer switch replacement, and other projects. The total request for infrastructure projects is \$8.0M.

Montgomery Hall Renovation

Montgomery Hall was constructed in 1979 and currently supports programs in English and the fine and performing arts. Except for the Bruce Davis Theater renovation in 2010, Montgomery Hall has only received minor renovations and cosmetic improvements.

This renovation project remains core to the College's strategic planning efforts to provide adequate facilities for academic programs, as identified in the 2012-2027 Master Plan. With the completion of the Learning Commons and the Nancy R. and Norton T. Dodge Performing Arts, the College's music department was relocated from Montgomery Hall, freeing space for other disciplines. An extensive renovation of the entire 45-year-old building is anticipated to improve energy efficiency, update code compliance, and address programmatic space deficiencies.

The governor's CIP provided \$2.84M in FY25 to begin the design process. The funding to continue design was initially requested by the College for FY25 and has been deferred to FY27 by the Department of Budget Management (DBM) as this aligns with the revised project schedule.

Further, DBM recently approved \$23.3M for construction support in FY28 which includes the deferred final design funding, and the remaining \$34.06 in construction and equipment funding in FY27 to finish the renovation. Total project costs are forecasted at \$60.2M.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF APRIL 22, 2025
ACTION ITEM IIL.B.
ANNUAL FACILITIES CONDITION REPORT APPROVAL**

RECOMMENDED ACTION

The Technology, Buildings, and Grounds Committee recommends approval by the Board of Trustees of the Annual Facilities Condition Report (attached).

RATIONALE

The Technology, Buildings, and Grounds Committee is charged with conducting an annual evaluation of the campus facilities and reporting its findings to the Board of Trustees. The Committee presents the attached annual report to the Board for approval.

2025 ANNUAL REPORT ON THE CONDITION OF CAMPUS FACILITIES

1. *St. Mary's Hall*

1906 (1994)

3,227 NASF

Function: Small auditorium seating 216. The facility primarily supports music events, theater coursework, and lectures.

Condition: Fair (FCI = 5.9%)

Deferred Cost: \$180K

A project to repoint deteriorated mortar joints was completed in 2015. Carpeting was replaced in 2014. Water infiltration problems that caused mold growth in the basement were corrected in 2013 and basement restoration was completed in 2014. Upholstered seating repairs are ongoing to address deterioration. Structural damage was identified in the summer of 2019 with repairs being completed in the fall of 2019. In the Spring of 2021, a restoration project was completed on the exterior of the building's windows and doors.

Future: Plant funds will be used in coming years to address deteriorating conditions to the building's envelope. Interior renovations will be integrated into how St. Mary's Hall will be utilized in future plans.

2. *St. Mary's Hall Annex (Animal House)* *1907 (2012)*

119 NASF

Function: Unisex bathroom to support St. Mary's Hall and outdoor events in the Garden of Remembrance and lab space for the Department of Anthropology. Painting of wood trim will be needed in the future

Condition: Good (FCI = 3.7%)

Deferred Cost: \$9K

No work in the last five years.

Future: Painting of wood trim will be needed in the future.

3. *May Russell Lodge*

1909

1,422 NASF

Function: Guest lodging and meeting facility.

Condition: Good (FCI = 1%)

Deferred Cost: \$15K

The windows were replaced in 2014. The floors were repaired and refinished, and the screened porch was repaired and painted in 2013. The HVAC system was replaced in 2017. Renovation of the porch was completed in early Spring 2019. A new domestic water line was installed for the lodge from Kent Hall in 2024.

Future: Restoration of building masonry and slate roof replacement will be needed within 5-7 years.

4. *Calvert Hall*

1924 (1987)

16,428 NASF

Function: Administrative offices on the main (1st), second floors, and third floors. The ground floor (basement), renovated in 2012 with a light renovation in 2023, houses the campus archives and the Office of Planning, Design, and Construction.

Condition: Good (FCI = 1.1%)

Deferred Cost: \$240K

Floor tiles in both stair towers were replaced in 2013. Doors and asbestos floor tiles on the 2nd and 3rd floors need replacement. Bathroom facilities on the 2nd and 3rd floors need renovation. There remains a need for Americans with Disabilities Act (ADA) access throughout the building. Both north and south porch roofs and substrates were renovated in 2013. Bathrooms in the basement and on the 1st floor were converted to ADA compliant restrooms, stair towers were renovated, and the second floor was converted to office and lounge space in support of Advancement and Alumni

operations in 2015. FY22 and FY23 State Capital Infrastructure funds were used to replace the building's heating and air conditioning systems, upgrade the electrical system, replace the fire alarm system, replace the building's windows, replace the roof, and repair the masonry façade. Restoration work, post-fire, resulted in the replacement of carpeting throughout the building and new paint throughout the first, second, and third floors. Plant funds were used to replace the interior doors and install access control on the first floor near the central staircase.

Future: Plant funds will be needed to address the deteriorating aesthetic of the central staircase.

5. Lucille Clifton House

1928 (2017)

1,233 NASF

Function: The facility is currently occupied by DeSousa-Brent Scholars and Equity Programming staff

Condition: Fair (FCI = 5.4%)

Deferred Cost: \$32K

Exterior siding and substrates were replaced in 2014. Water infiltration problems exist in the basement (unoccupied). An interior finish renovation with ADA upgrades was completed in 2016. In addition, a new entry portico was added to the building. In 2020, the roof was replaced. Basement ventilation and a new basement sump pump were installed in 2021 to help control moisture intrusion. The building's heating system was decommissioned, and a new heat pump was installed in 2021. A complete window replacement and slight redesign of the interior space was also completed in 2021 to accommodate the IDE(A)₂ Faculty and Staff.

Future: Plant funds will be used to waterproof the building's basement and improve the electrical system in FY25.

Deferred cost and FCI includes existing deferred components and approved/funded projects

6. Admission Welcome Center

1936 (1986)

2,032 NASF

Function: Offices and support space for the Office of Admission.

Condition: Good (FCI = 1.1%)

Deferred Cost: \$27K

Gutters and downspouts were repaired in 2015. Basement windows and interior walls were sealed to address water infiltration problems and exterior walkways were refurbished in 2014. A geothermal heat pump system was installed, which included new attic and crawl space insulation in 2013. Asbestos flooring abatement and carpet replacement were completed in and around the kitchen area in 2013. Minor repointing was completed on the building foundation in 2016. The lobby, sunroom and entry corridor saw a limited renovation with new furniture added in 2019. The building's exterior has been painted, and the front porch handrails have been replaced. In 2021, the main visitor's restroom was renovated, and the roof was replaced. New furniture, paint, and window treatments were part of a modest renovation in the fall of 2023.

Future: Refurbishment of window frames and associated trim and seals are needed.

7. Kent Hall**1940 (1998)****11,668 NASF**

Function: Office and instructional space for the departments of history, business, environmental studies, economics, and political science.

Condition: Fair (FCI = 5.6%)

Deferred Cost: \$990K

Vinyl Composition Tile (VCT) on the 2nd and 3rd floors and the columns at the west entrance were replaced in 2016. In 2017, first floor corridors, stairwells and classroom flooring were replaced. Upgrades to variable air volume boxes in the ventilation system were completed in 2011. The fuel-fired domestic hot water heater was replaced with an electric hot water heater in 2008. R-22 availability is no longer produced and has become very expensive for packaged AC units that support data closets. Although these units are functional, replacements should be considered soon. FY23 Capital funding was used to replace the cooling tower, economizer, and all associated pumps for the building's main cooling system.

Future: The State Infrastructure Improvements Capital Project will fund the remaining upgrades needed for the HVAC systems and the restoration of building masonry. Plant funding is scheduled to replace AC units supporting OIT data closets.

Deferred cost and FCI includes existing deferred components and approved/funded projects

8. Cobb House**1948 (2017)****2,879 NASF**

Function: The building houses the office of Alumni Relations.

Condition: Fair (FCI = 5.4%)

Deferred Cost: \$123K

The building has undergone a partial interior finish upgrade, roof replacement, addition of entry vestibule and deck, and ADA improvements in 2017. Storm windows were replaced in 2009. The floors in the basement are delaminated in various areas because of a pipe leak and need repairs. One heat pump system was replaced in 2013. Repairs and painting of sections of the soffits, fascia, and substrates were completed in 2016. Gutters require repair or replacement. Dehumidification in the basement was installed in Summer 2019. Plant funds were used in the fall of 2024 to replace all windows on the second floor of the Cobb House.

Future: Plant funds will continue to be used to replace the windows throughout the building.

9. Margaret Brent Hall**1950 (2011)****2,903 NASF**

Function: The building includes a classroom, office space, and therapy spaces for Counseling and Psychological Services.

Condition: Good (FCI = 0.8%)

Deferred Cost: \$30K

In the summer of 2024, the Philosophy Department was relocated to Montgomery Hall. The addition of new flooring, new lighting, new paint, and sound attenuation around various doors was completed to create a new space for counseling services.

Future: The fire alarm system will need to be replaced within the next five years.

10. Vacant – Old Anne Arundel Hall**11. Queen Anne Hall****1965 (2005)****23,343 NASF**

Function: Traditional residence hall.

Condition: Good (FCI = 1.2%)

Deferred Cost: \$350K

Installation of a new HVAC system, including central air-conditioning was completed in summer 2016. The roof is in fair condition. An ADA entrance to the first floor was completed in 2018

under the program Access Maryland. The building's boiler was removed and replaced with two standalone water heaters in 2019. The building's main lobby was renovated in December 2024 to include new paint and new flooring. The recreational spaces on the lower level were painted and the flooring was replaced in 2024.

Future: The replacement of the roof has been designed and will be replaced within the next 5 years. Also, minor interior renovation is planned for the next 1-3 years to refurbish the front and back apartments. New furniture is scheduled to be delivered in August of 2025.

12. Campus Center

1966 (2000)

31,672 NASF

Function: The facility includes food service, campus bookstore, lounges, meeting rooms, a theater, campus mailboxes, student and staff offices, and space for student organizations.

Condition: Good (FCI = 1%)

Deferred Cost: \$433K

A gender-neutral bathroom was created on the first floor across the hall from the Cole Cinema in 2016. Upgrades to Variable Air Volume box (VAV) controllers were completed in 2012-2014. The loading dock concrete deck and block walls showed deterioration at various joints and were repaired in 2014. Chimney flashing and cap repairs were assessed in 2015 and appear to be resolved. Floors in the dish room were repaired in 2016 to address the water infiltration problems. Two roof top R-22 AC condensing units are recommended for replacement. Replacement of the Daily Grind flooring is recommended. Common areas were repainted in 2018. Structural repairs were needed near the entrance to the Great Room in the summer of 2019. The building's main grease interceptor was replaced in 2019. The kitchen floor was replaced with an epoxy membrane floor system in 2020. The flat roof and main rooftop air handling units were replaced in May 2023.

Future: Air handling equipment dedicated to the kitchens should be replaced using Plant funds within the next 5 years. Various items within the kitchen will need to be replaced within the next 5 years including but not limited to the pizza ovens and sneeze guards.

13. Hilda C. Landers Library

1968 (1990)

38,006 NASF

Function: This facility includes the library, media services, the Center for Inclusive Teaching & Learning, the Writing Center, and the Office of Information Technology.

Condition: Fair (FCI = 8.6%)

Deferred Cost: \$4,170K

In 2017 the building Fire Alarm system & Air Handler 5 were replaced. Lighting and bathroom fixture upgrades under the campus energy performance contract were completed in 2006 and a new boiler installation was completed in 2007. Repairs to the copper roof were completed in 2007. A new emergency generator was installed in 2008. The chiller and the second-floor carpet were replaced in 2011 and 2012. Air Handler Unit 5 needs refurbishment or replacement. Two condenser units for the server room were replaced in 2012. Carpets and upholstery were replaced in the media room (321) and the wood stairs were refinished in 2014. Additional classrooms, offices and 3rd floor carpets need replacement. The second floor was repainted. Upgrades to the building control system in FY19 and roof replacement in FY 20 were funded by the State Infrastructure Improvements Capital Project. Space has been renovated and constructed to house the new Center for Inclusive Teaching and Learning on the first floor as well as a new Writing Center. Portions of the first-floor flooring were replaced in 2021. The critical HVAC units in the main server room were both replaced in FY25.

Future: Design of the Hilda C. Landers Library revisioning project is scheduled for completion in late spring of 2025 with construction slated to begin in the fall of 2025. State Capital funds will be

used to renovate portions of the first and second floors of the library, as well as the Center for Inclusive Teaching & Learning, formerly the Writing Center.

Deferred cost and FCI includes existing deferred components and approved/funded projects

14. *Dorchester Hall*

1968 (1988)

22,742 NASF

Function: Co-ed traditional residence hall.

Condition: Good (FCI = 0.8%)

Deferred Cost: \$240K

Stair tower renovations, entrance door replacement, window replacement and masonry waterproofing were completed in 2013. Gutters were replaced and a drain tile system was installed in 2014. Replacing ceilings, replacing asbestos floor tiles, replacing exterior doors, upgrading recreation room furniture, lobby restorations, and study furniture and wireless internet upgrades were completed in 2014. The removal of the remaining asbestos insulation in heating piping, replacing interior doors, and installation of a new HVAC system, including central air-conditioning, were completed in 2015. Building Automation System upgrades were completed in 2017. The first-floor communal kitchen was renovated in early 2021. The building's fire alarm system was replaced in 2022. The Maryland Department of Disabilities (MDOD) Access Maryland program helped fund the installation of a new ADA ramp for the main entrance. A modest renovation to the lobby was completed in 2023 to include new flooring, new furniture, and painted walls. The third-floor bathrooms were renovated in the summer of 2023 to help transition the building to a coed dormitory. The recreational spaces on the lower level were painted and the flooring was replaced in 2024.

Future: Replacement of ceramic tile floors to be considered under future plant budgets. Also, a minor interior renovation is planned for the next 1-3 years to refurbish the front and back apartments. The installation of a building wide sprinkler system should be funded via Plant funds in the next 1-5 years.

15. *Maintenance*

1968 (1981)

9,202 NASF

Function: Physical Plant administrative offices and support space, as well as art storage for the College art collections.

Condition: Fair (FCI = 6.8%)

Deferred Cost: \$218K

The building HVAC system is in poor condition. The building is inadequate for current levels of maintenance and grounds operations.

Future: All deficiencies are to be considered for funding through the plant budget. The building's main electrical room will need renovations in 1-3 years.

16. *Michael P. O'Brien Athletic and Recreation Center* 1968 (2005) 81,680 NASF

Function: Athletic and recreational facility.

Condition: Good (FCI = 1.1%)

Deferred Cost: \$1,080K

Most interior spaces are in good condition. The exterior double doors to the recreation court were replaced and repairs to the pool chemical and acid rooms were completed in 2014. An elevator system to facilitate chemical transport to the pool mechanical deck was installed in 2015. The flooring around the pools and seating in the natatorium needs replacement or renovation. A feasibility study to add air-conditioning to the recreational gym was completed in 2011. The recreational courts were upgraded in the summer of 2019. Upgrades included the removal of skylights and roof repairs, new LED lighting, the removal of the bleachers, all walls painted, the

resurfacing of the wood floor, and new ceiling fans. The 25m pool roof was replaced and was funded by the State Infrastructure Improvements Capital Project. Tennis court lighting was replaced in the summer of 2020. The air-handling units serving the 50m pool were also replaced in the summer of 2020. Locker room renovations were completed in 2021 to create additional space for Cross Country programs. The baseball infield was replaced in July of 2021 and the scoreboard was replaced in early 2022. The main chemical feeder system for both pools was replaced in the spring of 2023. The baseball field infield and outfield playing surfaces were renovated in 2021 and 2023. Lighting for the natatorium was replaced in the summer of 2023 with the support of the GSMRF. The tennis courts underwent a comprehensive renovation in 2024. The roof over the recreation courts was recovered in 2024.

Future: Several roofs will need to be replaced within the next 1-3 years. The filtration system for both the 50m and 25m pool needs replacement in the next 1-3 years. Locker rooms previously used by the men's lacrosse program should be considered for a different use in coming years.

17. Ethel Chance Hall

1968 (1994)

2,449 NASF

Function: College Wellness Center.

Condition: Good (FCI = 4.1%)

Deferred Cost: \$130K

In 2017, all the windows were replaced. A handicap accessible restroom and sound abatement for exam rooms are needed. A flush sink for the lab was installed in 2013. Carpets in an exam room and the reception area were replaced in 2015. The need for additional therapy space has become apparent with the increase of available services. Renovations to provide a handicapped accessible bathroom were completed in 2019 under the program Access Maryland. All flooring was replaced in 2023.

Future: All other deficiencies will be considered through the Plant budget.

Deferred cost and FCI includes existing deferred components and approved/funded projects

18. Caroline Hall

1970 (1987)

24,829 NASF

Function: Co-ed traditional residence hall.

Condition: Good (FCI = 1%)

Deferred Cost: \$249K

A make-up ventilation system was installed in 2013. The boiler has been replaced with repurposed boilers from the Library HVAC replacement project. Recreation and study furniture upgrades, lobby restorations and wireless internet upgrades were completed in 2014. Repainting the interior of the building and replacing interior and exterior doors were completed in the summer of 2015. The complete replacement of all dorm room furniture was completed summer 2018. Also, minor interior renovation was completed to the front and back apartments. A new fire alarm system was installed in the summer of 2019. Also in 2019, the 50-year-old cast iron boilers will be replaced with 12-year-old repurposed boilers from the campus Library. The Caroline Hall chiller was replaced in 2020 with Plant funds. The Maryland Department of Disabilities (MDOD) Access Maryland program helped fund the installation of a new ADA ramp for the main entrance. A modest renovation to the lobby was completed in the fall of 2024 to include new flooring, new furniture, and painted walls. The recreational spaces on the lower level were painted and the flooring was replaced in 2025.

Future: The installation of a building wide sprinkler system should be funded via Plant funds in the next 1-5 years. All other deficiencies will be addressed with Plant funds.

19. Prince George Hall**1970 (1987)****22,741 NASF****Function:** Co-ed traditional residence hall.**Condition:** Poor (FCI = 12.2%)**Deferred Cost:** \$3,483K

A make-up ventilation system was installed in 2013. The boiler has been replaced with repurposed boilers from the Library HVAC replacement project. Repainting the interior of the building, replacing exterior doors, upgrading recreation room furniture, lobby restorations, and study furniture and wireless internet upgrades were completed in 2014. A modest renovation to the lobby was completed in the fall of 2024 to include new flooring, new furniture, and painted walls. The recreational spaces on the lower level were painted and the flooring was replaced in 2025.

Future: All other deficiencies such as bathroom refurbishment, balcony repairs, dormer repairs, and electrical upgrades will be addressed in the future through the Plant budget. The Prince George Hall chiller will need to be replaced in 1-3 years as we work to remove R-22 refrigerant systems from campus. Also, minor interior renovation is planned for the next 1-3 years to refurbish the front and back apartments. The installation of a building wide sprinkler system should be funded via Plant funds in the next 1-5 years. A comprehensive renovation to all restrooms and showers is scheduled for the summer of 2025.

Deferred cost and FCI includes existing deferred components and approved/funded projects

20. Montgomery Hall**1979****36,041 NASF**

Function: Fine Arts building including a theater, the Boyden Gallery, classrooms, art studios, faculty offices, and support space for the departments of Philosophy, English, Theater and Media Studies, and Art.

Condition: Fair (FCI = 9.1%)**Deferred Cost:** \$4,900K

All phases of HVAC mixing box replacements were completed in 2013 through 2016. Also, the main chiller coil was replaced. Cedar siding/fascia/soffits were repaired in some locations in 2012 but should be considered for replacement within the next few years. The elevator has reached the end of its lifecycle and needs major renovation/replacement. Vinyl tile on the second floor has been replaced. Gutters and exterior doors require repair and/or replacement. Bathroom renovations are recommended. Mechanical systems, except the chiller and cooling tower, are in poor condition. The boilers were replaced in 2013 and 2015. The replacement of sculpture studio windows, exterior trim repair and painting was completed in 2014. Some carpets in faculty offices need replacement. Given the building age, maintenance needs will grow over the next decade. Significant space shortages exist in all the departments. Art studio spaces were renovated in 2022.

Future: After the Music Department's move to the Dodge Performing Arts Center, a renovation of the entire building for use by the Art Department, Performing Arts and Theater Studies, the Philosophy Department and the English Department has been approved as part of the five-year CIP. Design is underway and scheduled to be completed during FY26.

Deferred cost and FCI include existing deferred components and approved/funded projects but does NOT include approved Capital Funding for out years.

21. Vacant**Townhouse Green****22. E.D. Harrington****1987****4,816 NASF**

Condition: Good (FCI = 2.9%)

23. G. Boone

Condition: Good (FCI = 1.7%)

24. H.L. Dodge

Condition: Good (FCI = 1.6%)

25. M.W. Dodge

Condition: Good (FCI = 1.6%)

26. A.B. Morsell

Condition: Good (FCI = 2.4%)

27. B. Trueschler

Condition: Good (FCI = 1.9%)

Deferred Cost: \$111K

1987

4,128 NASF

Deferred Cost: 97K

1987

5,712 NASF

Deferred Cost: \$127K

1987

5,712 NASF

Deferred Cost: \$127K

1987

4,180 NASF

Deferred Cost: \$138K

1987

4,128 NASF

Deferred Cost: \$107K

Function: All of the above are townhouse buildings.

All the remaining bedroom carpet has been removed and replaced with a factor finished vinyl tile 2017. All remaining exterior doors were replaced. Roof and gutter repair/replacement and bathroom renovations were completed in 2011-2012. All heat pumps were replaced in 2014, and sixty-four (64) front and back exterior doors were replaced in 2014 and 2015. Portico roofs have been replaced in 4 of 6 blocks.

Future: Furniture in Homer Dodge, Maggie Dodge, and Trueschler will need replacement in 2-3 years. The complex's remaining porticos are scheduled for repair or replacement in the next 1-3 years. Interior finishes will need to be replaced using Plant funds within the next 1-3 years.

28. Daugherty-Palmer Commons

1988

2,914 NASF

Function: Great room, laundry, and space for the Office of Community Outreach and Engagement.

Condition: Good (FCI = 0.4%)

Deferred Cost: \$14K

Gutter repairs/replacement completed in 2012. Ceiling sound attenuation panels and floor repairs and interior painting were completed in 2013. Lighting fixtures were re-lamped in 2013 eliminating the requirement for additional lighting. The underground storage tank was replaced in 2015. The prep kitchen was renovated with plant funds in FY20.

Future: In the next 2-3 years, replacement of the wood floor should be implemented.

29. Admissions Annex**1992****560 NASF**

Function: Admissions offices.

Condition: Good (FCI = 0.8%)

Deferred Cost: \$4K

An upgrade to the security alarm system was completed in 2012. A vestibule at the entrance was installed in 2012 and a new geothermal heat pump system was installed in 2013.

Future: No future work is currently planned.

30. Schaefer Hall**1993****32,925 NASF**

Function: Laboratory and classroom building for the departments of biology, physics, and math and computer science.

Condition: Good (FCI = 2.7%)

Deferred Cost: \$1,881K

Foundation waterproofing and drain tile system was completed in 2013 to address the water infiltration problems in the south side of the north wing basement. HVAC controls upgrade was completed in 2014. The river pit pumps should be evaluated for sustainable replacement, and various ceilings, window and light replacements are recommended. The 80-ton chiller has reached the end of its lifecycle and costs of repairs exceed the value. A design was recommended for replacement with a larger capacity system; however, supplemental cooling was installed in 2014 in critical laboratories eliminating the need. The replacement of the burner for boilers and additional window replacements were completed in 2014 and 2015. Initiatives to complete system balancing/commissioning were complete in 2015. New ceilings in labs and classrooms are recommended. Additional window replacements and upgrades to the river water circulation system were completed in 2016 and 2017. The building's flat roofs were replaced in FY20. Previous storage space has been demolished, and the design is nearly completed for the establishment of a new Marine Science teaching lab. The new marine science teaching lab was opened in January 2024. Upgrades to the north campus Nodal Loop via the Schaefer Hall boiler/chiller replacement project is 95% complete.

Future: The state-funded infrastructure improvements project will fund upgrades to building controls in various buildings connected to the north campus Nodal Loop. This project builds on the Schaefer Hall boiler/chiller replacement project and is slated to go out to bid in the summer of 2025.

31. Townhouse Crescent**1994****28,605 NASF**

Function: 40 residential townhouse units.

Condition: Good (FCI = 3.4%)

Deferred Cost: \$1,300K

All the remaining twenty heat pumps units were replaced in 2016. Nineteen (19) exterior entry were replaced in the spring of 2016. The replacements of forty-four (44) windows were also complete in 2017. Renovations were completed to the patio doors and 23 windows were replaced in 2012. A larger project to renovate those bathrooms not done during past initiatives (34) will be needed in the next 1-3 years to eliminate potential drainage and floor leaks into kitchen areas. Twenty (20) heat pumps and air handlers were replaced under the student funded Green St. Mary's Revolving Fund (GSMRF) in 2015. All rear French doors were replaced in 2023.

Future: Kitchen and bath renovations should be scheduled in the next 1-5 years.

32.-35. Edward T. Lewis Quadrangle**2001****29,033 NASF**

Function: Suite-style residence halls and commons.

Condition: Good (FCI = 0.3%)

Deferred Cost: \$120K

Slate roof repairs were completed in 2007. Upgrades to the existing building HVAC automation system were completed in 2009. The recreation room was converted to a late-night food venue in 2011. Additional bathroom renovations are recommended. Invensys HVAC control system should be converted to campus standard system (Automated Logic or Siemens Desigo). Complete interior painting, replacement of vinyl cove base and stair refinishing of the facility was complete in 2016 and 2017. Phase III (of III) of the Lewis Quad HVAC upgrade project was completed in 2023.

Future: Facility renovation of some bathrooms to include floors, showers, and ventilation continues to be addressed on a case-by-case basis as necessary. Additionally, common unit doors will be equipped with electronic access control in FY25 to improve unit security. The Lewis Quad chiller, which serves the laundry, offices, and Solomon's Kitchen, will need to be replaced in 1-3 years.

36. *H. Thomas Waring Commons Phase I/II 2003* *44,705 NASF*

Function: Suite and apartment-style residence halls and commons.

Condition: Good (FCI = 0.1%)

Deferred Cost: \$13K

All common stairwell interior finishes were upgraded in the summer of 2019. The Waring Commons HVAC Replacement Project Phase III (of III) was completed in the summer of 2020.

Future: The bathroom ventilation systems should be replaced in the next 1-3 years.

37. *H. Thomas Waring Commons Phase III 2007* *14,168 NASF*

Function: Suite and apartment-style residence halls and commons.

Condition: Good (FCI = 0.0%)

Deferred Cost: \$0K

All common stairwell interior finishes were upgraded in the summer of 2019. The Waring Commons HVAC Replacement Project Phase III (of III) was completed in the summer of 2020.

Future: The bathroom ventilation systems should be replaced in the next 1-3 years.

38. *Goodpaster Hall* *2008* *32,239 NASF*

Function: Multi-use facility includes classrooms, offices, and laboratories for the departments of chemistry and psychology.

Condition: Good (FCI = 0.8%)

Deferred Cost: \$547K

Wood floor repairs and walk off grate were completed in 2012. The sewage ejector pumps were rebuilt in 2014. The lab air compressors were repaired in 2012. The building automated lighting system needs replacement. The building's control system is dated and in need of replacement. Wood flooring has been replaced at the main entrance due to water damage. In 2024, a state-of-the-art biochemistry teaching lab and research lab for biochemistry was constructed in space vacated by the educational studies department.

Future: The College is planning on utilizing funds from the State Capital Infrastructure Project for the replacement of the building controls in FY 26 during improvements to the Nodal Loop.

- 39. Muldoon River Center** **2009** **4,984 NASF**
Function: Multi-use facility includes offices for waterfront and biology, a multi-purpose room with an adjacent catering kitchen, classroom, biology lab, seminar room, and a boat repair facility. Floating dock replacement was completed in the fall of 2022. The building's main water source heat pumps were replaced in the winter of 2022.
Condition: Good (FCI = 0.6%) Deferred Cost: \$19K
Future: Replacement of door closers needed.
- 40. Rowing Center** **2008** **2,628 NASF**
Function: Storage facility to house crew shells, kayaks, student water related clubs, and other recreational gear. The garage doors were replaced in the fall of 2024.
Condition: Good (FCI = 2.8%) Deferred Cost: \$15K
Future: Repairs to the carriage style doors is slated for summer 2024.
Deferred cost and FCI includes existing deferred components and approved/funded projects
- 41. Glendening Hall** **2009** **14,575 NASF**
Function: Multi-use facility includes a small conference space, and offices for residence life, academic services, human resources, the center for career development, financial aid, registrar, core curriculum, and the business office.
Condition: Good (FCI = 0%) Deferred Cost: \$0K
The Center for Career and Professional Development has expanded within the second floor of Glendening Hall with the DeSousa Brent Scholars program moving into space previously used by the Office of International Education. The fire alarm system was replaced in the Summer of 2019.
Future: Future work or renovations may result if functions within Glendening Hall change in coming years.
- 42. Artist House** **2,000 SF**
Function: Houses visiting artists with a separate studio adjacent to the residence.
Condition: Good (FCI = 3.9%) Deferred Cost: \$39K
The roof was replaced in the Summer 2019. The HVAC system was replaced in 2020. The building's envelope, not including the roof needs major renovations and/or restorative efforts. The building's crawlspace was repaired and well-sealed during the summer of 2024. A new deck was installed and the building was painted.
Future: The kitchen and bathrooms should be renovated within the next 1-5 years.
- 43. Vacant**
- 44. Joint Storage Facility** **2011** **7,200 SF**
Function: Joint storage facility for the SMCM physical plant and HSMC. The building is owned by SMCM, and it resides on HSMC property. Each organization occupies 3,600 square feet in support of their maintenance operations.
Condition: Good (FCI = 0.0 %) Deferred Cost: \$0K
Future: No future work is currently planned.
- 45. Anne Arundel Hall North Building** **2016** **7,314 NASF**

Function: Multi-use facility housing classrooms, offices, and conference rooms for the departments of International Languages and the Center for the Study of Democracy.

Condition: Good (FCI = 0.0%) Deferred Cost: \$3K

Supplemental cooling was added to support cooling capacity for critical OIT spaces.

Future: No future work is currently planned.

46. Anne Arundel Hall West Building 2016 6,980 NASF

Function: Multi-use facility housing classrooms, offices, laboratories, and conference rooms for the departments of Anthropology and Museum Studies.

Condition: Good (FCI = 0.0%) Deferred Cost: \$3K

Future: No future work is currently planned.

47. Anne Arundel Hall South Building 2016 6,999 NASF

Function: Multi-use facility housing offices, laboratories, artifacts storage and classroom instruction for Historic St. Mary's City (HSMC).

Condition: Good (FCI = 0.0%) Deferred Cost: \$3K

Future: HSMC is working to upgrade the HVAC system for artifact storage to improve dehumidification

48. Jamie L. Roberts Stadium 2019 4,321 NASF

Function: Multi-use athletic facility housing locker rooms, athletic training offices, and athletic fields for lacrosse, track and field, field hockey, and soccer programs.

Condition: Good (FCI = 0.0%) Deferred Cost: \$0K

Future: No future work is currently planned.

49. Learning Commons 2023 16,000 NASF

Function: Multi-use facility housing classrooms, conference rooms, and offices for the department of Educational Studies. The facility also contains lounge space and a coffee shop.

Condition: Good (FCI = 0.0%) Deferred Cost: \$0K

Future: No future work is currently planned.

50. Nancy R. and Norton L. Dodge 2023 50,000 NASF
Performing Arts Center

Function: The facility houses offices, studio space, a recital hall, and auditorium for the Performing Arts.

Condition: Good (FCI = 0.0%) Deferred Cost: \$0K

Future: No future work is currently planned.

Infrastructure

1. ***Campus Sanitary Sewer System:*** The system is in good condition. A rehabilitation project which included relining the piping was completed in 2006. The system is operated and maintained under an agreement with the Maryland Environmental Service (MES).
2. ***Campus Potable Water Distribution and Treatment System:*** The system is in good condition. The water tower replacement was completed in 2005. The system is operated by the Maryland Environmental Service (MES) who is planning to expand the system in order to eliminate dead ends in the pipe runs. Rerouting and enlargement of a section of water main have been completed under the Anne Arundel Hall project. MES completed work in September of 2020 on the expansion of the water system with a \$1.1M construction project to provide water to the New Academic Building and Auditorium and to provide redundancy.
3. ***Campus Electrical Distribution System:*** Ownership and responsibility to maintain the primary system transferred to SMECO in 2012. SMECO provided a loop feed along Trinity Church Rd which will improve restoration time for the facilities near Calvert Hall and Kent Hall. In the fall of 2023, SMECO installed a new tie line that parallels Mattapany Road and terminates at the College on Hill Commons Drive before East Fisher Road. The line provides a redundant feed to the College and allows SMECO to serve the college load from an alternate substation.
4. ***Roadways:*** College Drive was repaved with the addition of concrete curbs from route 5 to the Lot R parking lot in 2021. The remainder of College Drive was paved during the construction of the new auditorium. The Dorchester Circle storm water drainage project will be funded through the state-funded infrastructure improvements project in the future. A comprehensive project to replace exterior campus signage is scheduled to begin in the summer of 2025. This project may require multiple funding cycles to complete.
5. ***Sidewalks:*** Installation of sidewalks along MD Rt. 5 was completed in 2015 from new Anne Arundel to St. John's Pond. The second phase of MD Rt. 5 sidewalks was completed in 2023 and extends the sidewalk from St. John's Pond to North Field. Since 2023, concrete and brick ADA ramps have been installed to all traditional residence halls. Various sections of concrete and asphalt walkways on campus need repair. It is recommended that damaged sections be replaced with brick.

Summary Data for All Facilities (FCI Report)

Facilities, St. Mary's College

Site / Facility	Replacement Value (RV)	Deferred Components (DC)	Selected Projects (SP)	(DC + SP)/RV (FCI)
1 - St. Marys College of Maryland				
19 - Prince George Hall	\$28,628,850	\$383,120	\$3,100,000	12.20%
20 - Montgomery Hall	\$53,725,600	\$4,863,659	\$50,000	9.10%
13 - Library	\$48,512,800	\$167,867	\$4,000,000	8.60%
15 - Maintenance	\$3,191,986	\$218,314	\$0	6.80%
01 - St. Mary's Hall	\$3,062,800	\$180,531	\$0	5.90%
07 - Kent Hall	\$17,520,000	\$944,353	\$45,000	5.60%
08 - Cobb House	\$2,283,500	\$123,614	\$0	5.40%
17 - Ethel Chance Health Center	\$3,172,500	\$124,483	\$5,000	4.10%
42 - Artist House	\$1,000,000	\$39,147	\$0	3.90%
02 - St. Mary's Hall Annex	\$234,516	\$8,728	\$0	3.70%
31 - Townhouse Crescent	\$38,148,000	\$1,299,517	\$0	3.40%
22 - E.D. Harrington	\$3,856,500	\$111,809	\$0	2.90%
40 - Rowing Center	\$532,342	\$0	\$15,000	2.80%
30 - Schaefer Hall	\$69,811,200	\$1,786,378	\$95,000	2.70%
26 - A.B. Morsell	\$5,693,300	\$138,702	\$0	2.40%
27 - B. Trueschler	\$5,640,600	\$107,630	\$0	1.90%
23 - G. Boone	\$5,640,600	\$97,088	\$0	1.70%
25 - M.W. Dodge	\$7,728,200	\$127,381	\$0	1.60%
24 - H.L. Dodge	\$7,728,200	\$127,381	\$0	1.60%
11 - Queen Anne Hall	\$28,628,850	\$350,703	\$0	1.20%
05 - Lucille Clifton House	\$597,133	\$7,380	\$25,000	1.20%
16 - Michael P. O'Brien ARC	\$98,705,000	\$1,080,490	\$0	1.10%
06 - Admissions	\$2,594,400	\$27,456	\$0	1.10%
04 - Calvert Hall	\$22,790,400	\$241,063	\$0	1.10%

12 - Campus Center	\$43,263,000	\$433,113	\$0	1.00%
18 - Caroline Hall	\$28,628,850	\$248,489	\$0	0.90%
03 - May Russell Lodge	\$1,641,350	\$15,179	\$0	0.90%
38 - Goodpaster Hall	\$68,746,800	\$547,291	\$0	0.80%
29 - Admissions Annex	\$520,800	\$4,406	\$0	0.80%
14 - Dorchester Hall	\$28,628,850	\$241,536	\$0	0.80%
09 - Margaret Brent Hall	\$3,608,000	\$29,979	\$0	0.80%
35 - Lewis Quad - Commons	\$4,453,150	\$30,956	\$0	0.70%
39 - Muldoon River Center	\$3,488,418	\$19,539	\$0	0.60%
36A - Waring A - Commons	\$1,900,600	\$7,604	\$0	0.40%
33 - Lewis Quad - North	\$10,664,100	\$38,100	\$0	0.40%
28 - Daugherty-Palmer Commons	\$3,998,400	\$14,602	\$0	0.40%
34 - Lewis Quad - East	\$12,308,850	\$25,879	\$0	0.20%
32 - Lewis Quad - West	\$12,308,850	\$25,879	\$0	0.20%
48 - Dodge PAC	\$47,500,000	\$0	\$0	0.00%
47 - Learning Commons	\$12,800,000	\$0	\$0	0.00%
46 - Jamie L. Roberts Stadium	\$2,453,218	\$0	\$0	0.00%
45C - Anne Arundel Hall West	\$9,464,000	\$3,000	\$0	0.00%
45B - Anne Arundel Hall South	\$8,966,400	\$3,000	\$0	0.00%
45A - Anne Arundel Hall North	\$12,769,600	\$3,000	\$0	0.00%
44 - Joint Storage Building	\$360,528	\$0	\$0	0.00%
41 - Glendening Hall	\$21,403,200	\$0	\$0	0.00%
37B - Waring J - Units 58-63	\$6,902,000	\$0	\$0	0.00%
37A - Waring I - Units 50-57	\$9,418,000	\$0	\$0	0.00%
36H - Waring H - Units 38-49	\$14,348,000	\$0	\$0	0.00%
36G - Waring G - Units 34-37	\$4,573,000	\$0	\$0	0.00%
36F - Waring F - Units 26-33	\$9,052,500	\$0	\$0	0.00%
36E - Waring E - Units 9-12	\$4,080,000	\$0	\$0	0.00%
36D - Waring D - Units 21-25	\$8,211,000	\$0	\$0	0.00%
36C - Waring C - Units 13-20	\$9,095,000	\$0	\$0	0.00%
36B - Waring B - Units 1-8	\$8,015,500	\$0	\$0	0.00%
Totals	\$872,999,241	\$14,248,346	\$7,310,000	2.50%

HISTORIC ST. MARY'S CITY

A MUSEUM OF HISTORY & ARCHAEOLOGY AT
MARYLAND'S FIRST CAPITAL

QUARTERLY REPORT TO THE BOARD OF ST. MARY'S COLLEGE OF MARYLAND 3RD QUARTER, FY 2025 15 April 2025

The third quarter at Historic St. Mary's City (HSMC) always means a shift in gears, as the museum is closed to the public for most of the quarter. The time is used for planning, maintenance, and preparation of materials for programs that commence when the museum re-opens in mid-March. The seasonal cycle also sees a dramatic uptick in our interaction with our counterparts in other agencies and with members of the General Assembly, as they go into session. At the same time, work continues in administration, research, and on our many ongoing capital projects. In this past quarter, we also have worked steadily on the visioning that will help the Commission and agency leadership formulate a blueprint for HSMC in 2034, at the state's 400th anniversary.

Quick takeaways are highlighted below, followed by a summary of key progress.

Quick Hits

- Senior staff at HSMC have **worked closely with the Office of Legislative Audits** to complete an audit that is regularly scheduled every four years. We anticipate a clean report, with the only major finding being the outstanding work needed to revise the Commission's MOU with the HSMC Foundation.
- During the legislative session, senior staff and Commission Chair Heely **met extensively with legislators** and **testified in support of our operating and capital budgets**, in both the House and Senate. HSMC's operating budget remained essentially the same as the previous year. A much-needed plan to convert seven contractual positions to PIN'd status was proposed by the Governor, but eliminated during the session's budget negotiations. ON the capital side, a number of projects were delayed, presumably as a cost-savings measure.
- **Progress in improving the relationship between the museum and the Indigenous Community has continued**, especially with a series of very productive meetings around the exhibits for the new Maryland Heritage Interpretive Center (MHIC).
 - The **Piscataway Conoy Tribe**, largely through the work of Chairman Francis Gray and Vice-Chair Mario Hartley, has been fully engaged in the details of exhibit planning for the MHIC. Their feedback and ideas are substantially improving the final product.
 - The **Piscataway Indian Nation** also is engaged in helping to finalize the MHIC exhibits, through our interaction with Chief Mark Tayac.

- HSMC staff continue to **manage over 50 capital projects**, maintaining progress and coordinating with other state agencies and private contractors to maintain a steady pace. Many of these projects are summarized elsewhere in this report.
- Senior staff continue to **work with St. Mary's College of Maryland (SMCM)** in a variety of areas beyond the day-to-day collaborations that occur throughout the year.
 - We continue to work toward **consolidating the many MOUs governing our relationship into a single, overarching MOU** that is comprehensive and fair to both partners.
 - Senior staff members of HSMC also recently **engaged with SMCM staff in their master planning process**, to ensure close cooperation and mutually beneficial outcomes.
- HSMC staff continue to work with the producers of the **film on the founding of Maryland**, which is on track to premier in Maryland and the UK in late June.
- Staff participation in **visioning for 2034 continues**, part of a larger process that will **produce a vision and blueprint for HSMC leading up to 2034**.
- Critical to the 400th anniversary and the museum's future is the provision of lodging on site. The **Maryland Stadium Authority has formally kicked off a Phase 2 planning process** in support of a future hotel and conference center at HSMC.

By the numbers:

Museum attendees – the museum was closed to the public for the winter.

Social media:

Impressions on Facebook	368,710
Impressions on Instagram	<u>55,380</u>
Total social media contacts	424,090

7 public lectures by staff	232 attendees
8 professional conference papers	50 attendees per paper (average)

Total public contacts	424,372
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Membership total for 2024	271 (48.9% increase)
1634 membership	28 (46.7% increase)
Family memberships	126 (46.5% increase)

New event sponsorships	5 at \$23,500
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New major gifts	1 at \$15,000 (Nathan Cummings Foundation)
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Staffing, Organization

Efforts continue to fill the few empty positions in the organization, to improve recruitment and retention, and to strengthen morale. As a result of a departure in Finance, a search was successfully concluded for a Senior Accountant. Although the Grounds Department was fully staffed through the museum's open season, the Maintenance Department suffered some losses in the fall. Compensation levels and competition with other regional employers continue to make recruitment and retention a challenge. The proposed conversion of 7 contractual positions to fully benefited PIN'd status in the FY 2026 budget was not adopted by the General Assembly and therefore becomes a major objective for the next budget cycle.

Capital Projects

Maryland Heritage Interpretive Center - This remains HSMCC's highest-priority CIP project. The roofing was completed during this quarter, and work is progressing quickly on the interior. Based on our progress and excellent input from the Indigenous Community, exhibit design has resumed in earnest, with an ambitious schedule that requires weekly meetings and updates with the designers and fabricators.

Angelika's Kitchen at Farthings Kitchen & Ordinary – Although the lease with Angelika's Kitchen was executed on December 4, 2024, some aspects of the project, including required Board of Public Works approval, remain slow. It does not appear that the Kitchen will be able to move in until early summer.

Farthings Bathrooms - The Farthings Bathrooms project has had continuing problems with contractor mis-steps with the MBE process, so this project is on hold until this is resolved by the OAG.

"Big Rocks" Schedule - Building on senior staff meetings and museum-wide staff input, Peter Carroccio and Joe Kangas are maintaining a "Big Rocks" Excel spreadsheet, which outlines the timeline for all projects to be completed by 2033 in preparation for the 2034 celebration of Maryland's 400th anniversary. These tentatively number 72 at this time.

Mold Remediation – As reported previously, we were successful in obtaining emergency funding for mold remediation in four important buildings on campus: the Hammett House, the Administration Building, the Public Relations Building, and the Brome Howard House. The initial award of \$300,000 has been substantially increased by DGS to near \$900,000, and the work is now scheduled to start in late April. Brome Howard and the PR Building will be remediated first, and they will then house staff members who are displaced when remediation of the Hammett House and Admin Building commences.

Executive Director House (Westerly, Chancellor's Point, and Branham House – Scheduled FY 2025 work at Westerly and at Chancellor's Point (to renovate the Chase House) was paused due to the unexpected availability of the Branham House (a life tenancy) when the resident passed away. Internal analysis and discussions with DBM revealed that a more substantial return on investment would be realized by replacing the Chase House reconstruction with a simpler (and cheaper) pavilion, and diversion of the remaining funds, along with those allocated to Westerly, to a renovation of Branham House. A formal proposal for this revised project was submitted to DBM in October, per their request, but we have been informed that they will not be able to respond until after the end of the legislative session. A final determination therefore is pending.

Chancellor's Point ADA Accessible Pier – The beginning of this project was delayed due to a winter blackout period for waterfowl, but has now commenced, with final completion scheduled for the early fall.

The Brick Chapel – The interior exhibits in the Birck Chapel are now largely complete, with the installation of the communion rail, the altar and tabernacle, along with HVAC and a window into the 1930s "Forman Pit" that allows visitors to see the original brick foundation. The exhibition was formally opened on April 12, followed by an afternoon of presentations from the various archaeologists, historians, and craftsmen who worked on the project over its long history.

Hotel – An important element of the 2021 Master Plan for HSMC is the development of a hotel, and this has been a recurring theme in previous master plans. The Maryland Stadium Authority completed a Phase 1 marketing and economic development study in 2023, concluding that a hotel was necessary and viable, and they have been awarded additional funds to pursue a Phase 2 study. That process is beginning. HSMC will consult closely with the College in this project, to ensure that our mutual needs are met. We anticipate that an initial and very preliminary community meeting will be held in the late spring of this year to hear community hopes and concerns.

Planning

As noted last quarter, the push to flesh out an ambitious vision for 2034 has further illuminated the tight time frame for that effort. On the capital side, if there are construction projects that are important to have completed by 2034, diligence is needed on pushing those projects currently in the pipeline and avoiding delays. The slower phasing of capital projects in FY 2026 therefore is challenging.

HSMC staff have been actively engaged in the broader planning for 2034 and a synopsis of staff objectives for 2034 has been completed, along with the wider-ranging objectives laid out by the Executive Director. Due to the long lead time required for capital planning, the Commission is focusing first on capital needs, after which we can turn to programmatic objectives.

Audit

We are nearing the completion of our regular, 4-year audit by the Office of Legislative Audits (OLA). Among other things, OLA tracks fiscal compliance and agency relationships with affiliated entities, including the HSMC Foundation. Although the audit findings are not yet final and we expect a relatively clean report, it is likely that they will note the need for a new MOU between HSMCC and the HSMC Foundation, as well as a new and updated MOU between HSMCC and the College. We aim to finalize both of these objectives before the beginning of the new fiscal year.

Additional Reporting

More detailed reporting is completed each quarter for submission to the Historic St. Mary's City Commission. If those reports would be of use to the College's Board or senior staff, we would be happy to provide copies on request.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
APRIL 22, 2025
INFORMATION ITEMS IV.B.
COLLEGE MANAGED CAPITAL PROJECTS**

Maryland Heritage Interpretive Center

The exterior structure and interior framing were completed in Spring 2025. Interior mechanical, electrical, & plumbing system installation is in progress. W.M. Davis has confirmed that all construction activities shall be completed in late Summer 2025.

Hilda C. Landers Library Renovation

Quinn Evans Architects will complete the Construction Documents by May 2025, followed by the Bid & Award process to competitively select a general contractor for the project. Once awarded, a phased construction period will allow the library to remain partially operational while the renovation is in progress. Construction is anticipated to begin in July 2025 and be completed in Spring 2026.

Montgomery Hall Renovation

The College completed the programming and visioning efforts and submitted a merged Program Part I/II to the Department of Budget and Management (DBM) for approval in March 2024. We received approval from DBM for a Net-Zero total project cost of \$60M, with a request to resubmit a Program Part II reflecting the reduced scope of work. With assistance from Hord Coplan Macht Architects the College will resubmit the program in June 2025. Design shall be completed in March 2027 with a Construction completion date of December 2029.

Schaefer Hall

- a. **Major Renovation:** The College submitted Program Part I to the Department of Budget and Management (DBM) in October 2024 proposing an addition to Schaefer Hall. DBM recognized the need for the addition but requested that the College submit Program Part I/II for a more comprehensive renovation and addition to Schaefer Hall. This approach will address the much-needed aging laboratory spaces, offices, equipment updates, and finishes. The College will issue an RFP to A/E Firms to assist with the Visioning & Programming Phase followed by the completing the Program Part I/II, with the intent to resubmit to DBM in March 2026.
- b. **Chiller/Boiler Replacement Project:** The Schaefer Hall Chiller & Boiler Replacement Capital Infrastructure Project is underway and scheduled for completion by July 2025. This project will support seven (7) academic and administrative building mechanical systems and decrease the chiller energy costs by 20-30% and significantly reduce the maintenance costs over time.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
APRIL 22, 2025
INFORMATION ITEM IV.C.
MARINE SCIENCE VESSEL**

Vendor: Composite Yacht, of Trappe, MD

Date: April 17, 2025

Overview:

- Paid to Date \$576,294 (41% of the \$1,393,000 total contract price)
- Grant Funding: Out of a total grant of \$900,000, \$447,525 has been drawn down; an additional \$148,769 will be drawn down no later than 4/30/25. The remaining grant balance that needs to be drawn down prior to August 30th is \$303,706.
 - The Business Office's recommendation is to advance the remaining \$303,706, which Composite Yacht will place into an escrow account. As Composite Yacht completes work, they will invoice against the escrow account and send the College statements of payment. This will require approval from the OAG and modifications will need to be made to the contract to update the billing terms and conditions.
- College project stakeholders site visit to occur within the next two weeks.

Inspection Schedule:

Inspection 1 – to be completed between work segments 1 and 4

Inspection 2 - to be completed at work segment 5 completion

Inspection 3 - to be completed at work segment 6 completion

Final Inspection 4 - to be completed prior to final completion

Build Progress against 6 key Work Segments are as follows:

- | | |
|---|------------------|
| ● Rough construction and construction materials | Price: \$250,000 |
| ▪ (100% work complete/paid) | |
| ● Floors, Bulkheads, flats, risers in cabin and cockpit | Price: \$150,000 |
| ▪ (41% complete/paid) | |
| ● Tanks, Driveline, engine, engine mounts, exhaust. | Price: \$228,000 |
| ▪ (65% complete/paid, \$150K engines pre-ordered) | |

- Systems, steering, fuel, wiring, thru hulls Price: \$345,000
- Hardtop, Nav and helm seat, cabin interior, helm console. Price: \$140,000
- Deck hardware & equipment, paint, windows. Price: \$280,000

Build progress photos are attached as follows:



**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
APRIL 22, 2025
INFORMATION ITEMS IV.D.
PRINCE GEORGE HALL DESIGN-BUILD UPDATE**

Following the Executive Council meeting on March 31st, a budget of \$3.1M was approved for the project with an anticipated award to Harkins Builders. As a result of the Best and Final Offer (BAFO) process, the most technically acceptable contractor that stayed within budget was Sorensen Gross Company (SGC). The College issued a Letter of Intent with notice to proceed to Sorensen Gross Company on April 7, 2025 pending Board approval. SGC understands that they are working at their own risk until the Board approves the contract which is anticipated at its April 21, 2025 meeting. "Immediately thereafter, the CFO will sign the contract." An on-site project kick-off meeting and building tour with the Design-Build (D-B) team was conducted on April 16, 2025. During the meeting, the College confirmed with the team that the project will be substantially completed by August 1, 2025, and turned over for student occupancy by August 15, 2025.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
APRIL 22, 2025
DISCUSSION ITEM IV.E.
OFFICE OF INFORMATION TECHNOLOGY REPORT**

Legislative Audit Finding Remediation Plans

Representatives from the Office of Legislative Audits provided their final audit findings in February 2025. The Office of Information Technology (OIT) has begun addressing the remediation of these findings. This remediation plan will take place in four phases with the first phase to start in April 2025 by conducting the annual network security assessment. A network assessment is a comprehensive evaluation of a network's performance, architecture, and security. It identifies vulnerabilities, inefficiencies, and areas for improvement. The assessment results are compiled into a detailed report, highlighting security vulnerabilities, performance metrics, and recommendations for remediation. Remediation involves addressing the issues identified in the assessment.

This process includes prioritizing findings based on severity and impact, implementing solutions such as fixing misconfigurations, updating firmware and software, optimizing network resources, and enhancing security measures. The goal of remediation is to improve network performance, enhance security, ensure compliance with industry standards, and reduce downtime. Phase II will consist of addressing critical and high-risk issues. Phases III and IV will address the medium and low risk issues. OIT will complete all four phases of remediation by August 2025.

Server Room Replacement Plan

For the past ten years the College has been upgrading campus infrastructure that supports both network, enterprise and the server room. Upgrading the server room to support on-premises and cloud servers is essential for maintaining efficient and secure operations. Newer servers enhance performance with faster processing speeds and increased capacity, while reducing downtime due to their reliability and ease of maintenance. Advanced security features protect against cyber threats, ensuring compliance with current regulations. Improved power and cooling efficiency lower operational costs, making the upgrade cost-effective in the long run. Additionally, modern infrastructure adapts to new technologies and integrates seamlessly with cloud solutions, future-proofing your organization. Enhanced technology boosts employee productivity and satisfaction, and demonstrates a commitment to transparency and sustainability, improving stakeholder relations. Overall, updating the server room will ensure that SMCM is well-equipped to handle current and future demands.

Thus, OIT is working with preferred vendor Data Networks to plan a structured approach to ensure a smooth transition for this update. OIT and Data Networks have assessed the current infrastructure to identify any issues and define future requirements. This replacement plan will include the installation of new hardware (both on-premises and cloud) that meets our needs and ensures compatibility with existing systems, the backup of data, installing new appliances, and conducting thorough testing. Consistent monitoring and maintaining the new system to ensure

optimal performance is expected. This plan is slated for completion in May 2026.

OIT Master Plan

An OIT (Office of Information Technology) master plan is essential for providing a strategic vision and direction for the organization's IT infrastructure and services, ensuring alignment with overall business goals. It enhances security by establishing comprehensive protocols to protect sensitive data and ensures regulatory compliance, reducing legal risks. The plan identifies areas for optimization, improving performance and reducing operational costs, while encouraging the adoption of innovative technologies. It also offers a framework for risk mitigation and disaster recovery, promoting business continuity. By facilitating collaboration and transparency among stakeholders, the master plan ensures informed decision-making. Additionally, it supports scalability and flexibility to adapt to growth and technological advancements and assists in budgeting and financial planning for cost-effective IT investments. Overall, an OIT master plan is crucial for maintaining a robust, secure, and efficient IT environment that supports the organization's strategic objectives and operational needs. OIT is in the process of updating the draft OIT Master Plan with expected delivery in the Fall 2025.

Enterprise Resource Planning (ERP) System

The Anthology Human Resources, Payroll and Finance System went live on July 9, 2023. The Anthology student system, comprised of the admissions, financial aid, academic records, and student accounts modules, went live on October 8, 2024. The student system was integrated with the finance and HR/payroll system October 25, 2024.

Anthology Human Resources and Finance Updates

The State of Maryland Office of Central Payroll and Department of Budget Management mandated that all state agencies implement a new payroll system. Thus, the Office(s) of Human Resources, Information Technology, Business and Finance and Anthology have been working together to implement a new Payroll module since January 2024. This payroll system will launch in April/May 2025. This module has required extensive work details before Go Live.

Anthology Portal Updates

There have been significant updates and changes to the Anthology portal. Changes and updates to the portal will be ongoing to support new requests and requirements.

- Students can now access their IRS 1098T form
- Students will be able to view their updated Financial Aid statements in May 2025
- Students and faculty will be able to see the updated transcript in May 2025
- There are multiple external links located within the portal to Beacon, Symplicity Residence and others. Over the next several months we will be adding additional links.
- Transcripts and GPA will be available in May/June 2025
- Class rosters in the Faculty Portal are not available until the first day of the class.
- Student Photos will be available in the system June/July 2025

Anthology Ongoing Integrations and Support

The Anthology and the OIT team have been working diligently to ensure seamless integration of the Anthology Student System with other campus systems and platforms as well as

Workflows/Forms. The Anthology Student Integrations and Custom Efforts Teams have engaged with college staff multiple times a week to assess and implement custom forms and integrations, including workflows, form building, and custom reporting. The integration of 19 different applications that require data extractions from the Anthology system has been time-consuming as this requires data translation tables, modifications, testing and implementation.

This includes:

- **Data Synchronization:** Ensuring that data from the Anthology Student System is accurately synchronized with other campus databases and systems.
- **System Enhancements:** Continuously monitoring and improving the system's performance to provide smooth and efficient user experience.
- **Security Measures:** Implementing robust security protocols to protect your data and ensure the integrity of the system.
- **Technical Support:** Providing ongoing technical support to address any issues and ensure the system operates smoothly.

Integration Updates

- **Cashnet:** Cashnet is a payment processing platform widely used by educational institutions to manage and streamline various financial transactions. It integrates with the Anthology Student information systems (SIS) and enterprise resource planning (ERP) systems to facilitate seamless payment processing for tuition, fees, and other student-related expenses. Cashnet supports online payments, payment plans, and e-commerce transactions, providing a secure and efficient way for students and families to handle their financial obligations. Cashnet was integrated with the Anthology Student ERP and available for usage in November 2024.
- **Integration of Anthology HR, Payroll and Finance and the Anthology Student:** Anthology HR, Payroll, and Finance system is a comprehensive suite for managing campus operations, including human resources, payroll, and financial management. Anthology Student system is a cloud-based student information system (SIS) that supports student success and streamline operations across the institution. The two systems were integrated together and were available for use in November 2024.
- **The National Clearinghouse:** The National Student Clearinghouse is an organization that provides data and tools to connect K-12, higher education, and the workforce. It offers various services, including transcript services, verification services, learner insights, and compliance solutions for educational institutions, businesses, and learners. The Clearinghouse helps institutions simplify transcript ordering and delivery, it can automate education verifications. The National Clearinghouse is integrated with the Anthology Student system and was available for usage in November 2024.
- **Blackboard Learn:** Blackboard LMS, also known as Blackboard Learn, is a web-based virtual learning environment and learning management system developed by Blackboard Inc. It is widely used by educational institutions to manage course content, collect student assignments, facilitate online tests, and more. Blackboard LMS provides faculty and

instructors with a centralized platform to organize and deliver their courses, making it easier to manage and track student progress. Blackboard LMS integrates with the Anthology Student through the StudyMate Campus LTI External App. Blackboard Learn was integrated with Anthology Student and available for usage in December 2024.

- **One Card:** The One Card is a multi-functional identification card used by SMCM to provide students, faculty, and staff with access to various campus services and facilities. It serves as the student ID, library card, meal plan card, and access card for campus buildings and events. The One Card is also used for cashless transactions at campus dining facilities, bookstores, vending machines, and other locations. The One Card system is integrated with the Anthology Student system and was available for usage in December 2024.
- **Symlicity Residence:** Symlicity Residence is a platform designed to enhance campus housing management for both residential life staff and students. It simplifies daily housing-related tasks, such as managing housing assignments, tracking maintenance requests, and facilitating communication between residents and staff. The platform supports automated workflows, which help reduce staff workload and allow them to focus more on residents. Symlicity Residence is integrated with Anthology Student to manage the campus housing systems and was available for usage in December 2024.
- **Medicat:** Medicat is a platform that offers electronic health record (EHR) software solutions and services for student health, counseling, and well-being clinics. It helps streamline operations, improve compliance, and enhance student care. Medicat is integrated with the Anthology Student system and was available for usage in January 2025.
- **Vital Source Bookstore:** Vital Source Bookstore, also known as VitalSource Bookshelf, is a leading platform for distributing, accessing, consuming, and engaging with digital textbooks and course materials. It allows students to rent or buy eTextbooks and access them from any device, both online and offline. The platform is designed to enhance the learning experience by providing interactive features and tools that help students engage with their course materials more effectively. Vital Source Bookstore is integrated with the Anthology Student ERP and was available for usage in January 2025.
- **Slate:** Slate CRM is a comprehensive platform used by colleges and universities to enhance various processes and improve student engagement. It is primarily utilized for recruiting and admissions, student engagement, data integration, and reporting. The platform helps manage and track prospective students, streamline the application process, support engagement activities, and reporting tools for data-driven decision-making. Additionally, Slate CRM integrates seamlessly with the Anthology ERP systems, allowing for streamlined admissions processing, real-time enrollment updates, and automated data synchronization between Slate and other enterprise systems and was available for usage in February 2025.
- **Symlicity Accommodate:** Symlicity Accommodate is a platform designed to automate, simplify, and track the approval and delivery of accommodations for students. It helps educational institutions manage accommodation requests, equipment and alternative format requests, exam booking management, and more. Students can easily

request and modify the accommodations they need through an online request form. Symplicity Accommodate is integrated with Anthology Student and is in the testing phase and will go live in April 2025.

- **Maxient Software:** Maxient is a software platform for managing student conduct, Title IX, care and concern, and academic integrity records. Maxient helps SMC to improve communication, identify students in need, and coordinate follow-up efforts. Maxient is integrated with Anthology Student and is in the testing phase and will go live in April 2025.
- **Handshake:** Handshake is a career platform designed to connect students with employers and career centers. It is widely used by educational institutions to help students find jobs, internships, and career opportunities. Handshake allows students to create profiles, search for job listings, and apply for positions directly through the platform. It also provides tools for employers to post job openings, manage applications, and connect with potential candidates. Handshake is integrated with Anthology Student and is in the testing phase and will go live in April 2025.
- **HelioCampus:** HelioCampus is a higher education technology company that helps institutions transform their effectiveness through data analytics, financial intelligence, and assessment tools. The platform consolidates and presents institutional data in ways that allow for faster, more informed decision-making. The platform offers AI-ready data analytics, financial intelligence tools, and a robust assessment and credentialing system to drive enrollment and retention, manage expenses, and improve learning outcomes. HelioCampus is integrated with Anthology Student and is in the testing phase and will go live in April 2025.
- **Advancement Razor's Edge:** The Advancement Razor's Edge, also known as Blackbaud Raiser's Edge NXT, is a powerful nonprofit CRM and fundraising software developed by Blackbaud. It is designed to help fundraising organizations manage their supporter relationships, increase donations, and streamline their fundraising efforts. Key features include fundraising management, donor cultivation, data insights, multi-channel fundraising, and reporting and portfolio management. Advancement Razor's Edge is integrated with Anthology Student and is in the testing phase and will go live in May 2025.
- **ALMA (Library Patron):** ALMA is a library management system developed by Ex Libris, designed to streamline and enhance library operations. It includes a comprehensive set of tools for managing patron services at a circulation desk. This involves activities such as viewing and managing patron requests, loaning and returning items, handling fees and fines, and editing patron information. The ALMA will integrate with the Anthology Student system to keep patron data up to date. It is in the development phase and will go live in May/June 2025.
- **Mazevo:** Mazevo is a modern room scheduling and event management platform designed to streamline the scheduling process for various organizations and industries. It helps manage rooms, resources, and events efficiently, reducing the number of email inquiries for booking rooms by 85%. Mazevo is a cloud-based platform that optimizes space

utilization and customer service. The Mazevo system will integrate with the Anthology Student and will go live in June/July 2025.

- **Spry Software (replace Frontrush) - Athletics Software:** Spry software is an all-in-one intercollegiate athletics management tool designed to streamline communication, automate manual tasks, and provide visibility across athletic departments. It assists with NIL disclosures, education, and reporting, and offers features like compliance monitoring, digital forms management, scheduling, secure communication, and recruiting management. Spry Software will be integrated with Anthology Student in June/July 2025.
- **Replacement for Anthology Beacon:** The Anthology Beacon product is a holistic data and reporting platform that helps higher education institutions identify the most effective programs, uncover at-risk students, and match each one with the best resources to support their journey. However, Anthology has a product that replaces Beacon. Members of the SMC are uncertain this is the best way forward and are in the process of reviewing and selecting a different product to replace Anthology Beacon which will be Sunset in October 2025.

The Workflows/Forms Updates

- Leave of Absence & Withdrawal Request Form
 - Status: Completed, awaiting testing & approval from SME
- Scholarship Rollover Workflow
 - Status: Completed, successfully tested. & approval from SME
 - A report will be generated listing students affected by the rollover process.
- Scholarship Eligibility Workflow - Scholarship Warning and Revocation
 - Status: Completed, awaiting testing & approval from SME
- Move Balances from Subsidiary to Primary Student Ledger – Symplicity Residence
 - Status: Completed, awaiting testing & approval from SME
- Batch Load Student Payments to Subsidiary Ledger Card via API
 - Status: Completed, awaiting testing & approval from SME
- Preferred Name Change Request Form & Workflow
 - Status: Completed, awaiting testing & approval from SME
- Symplicity Residence – Ledger Post Process (MS-003)
 - Status: In test & approval from SME
- Financial Aid Offer Letter (MS-017)
 - Status: Deployed, ready for testing & approval from SME
- Official Name Change Request and Workflow

- Status: Completed, awaiting testing & approval from SME
- Graduation Petition Form
 - Status: Completed, awaiting testing & approval from SME

As requested by the Board of Trustees, a breakdown of the costs to date and the cost estimates to complete the implementation and sustain the ERP system follows. No new money beyond what has been budgeted is anticipated.

Implementation Costs	Hours	Discounted Hourly Rate	Estimated Fees
Anthology Student Module			
Existing Spin Seven	370	\$175	\$64,750
Existing Spin Eight	592	\$175	\$103,600
UAT Spin	692	\$175	\$121,100
Training	148	\$175	\$25,900
Go-Live	222	\$175	\$38,850
Go-Live Stabilization	250	\$175	\$43,750
Anthology Student Phase II			
Financial Aid Automation (Separate System)	488	\$175	\$85,400
Student Financial Aid Automatic Awarding (Separate System)	592	\$175	\$103,600
Anthology Student Project Go-Live Support	200	\$175	\$35,000
Anthology Finance, HR, and Payroll Module (Phase II)			
Estimate	565	\$175	\$98,875
Total			
\$720,825			

Additional ongoing costs include those associated with the software as a service, which permits users to access programs via the Internet rather than through software, and managed services contracts with external companies that provide services to the institution.

Professional Services	Term	Billing Amount
Managed Services Contract		
Student Technical Account Manager Anthology Student will provide and support SSRS, Workflow, Forms Builder, Database and SQL	November 1, 2024 - October 31, 2025	\$55,000
Student Application Administrator Anthology will provide and support Student Configuration Maintenance, End-User Support, Student Feature, and Functionality Optimization.	November 1, 2024 - October 31, 2025	\$48,016

Finance, Human Resources, Payroll Application Administrator will provide and support the Feature and Functionality Implementation Assistance.	November 1, 2024 - October 31, 2025	\$102,113
Total		\$205,129