



Board of Trustees Meetings

SMCM Faculty/Staff Liaisons

Friday, May 9, 2025 at 9:00 AM EDT to Friday, May 9, 2025 at 5:00 PM EDT

St. Mary's College of Maryland - Recital Hall of the Nancy R. and Norton T. Dodge
Performing Arts Center

Meeting Details: <https://smcm.zoom.us/j/89845850547?pwd=L3vijb0aQ4gzNqhJDoXqQNGJ6AOIkY.1>,

+1 301 715 8592

Meeting ID: 898 4585 0547

Passcode: 994943

Agenda

I. BOARD OF TRUSTEES MEETING - OPEN SESSION - 11:00 AM - 5:00 PM

A. President's Report - 11:05 AM

Presenter: President Tuajuanda C. Jordan

B. Governance Committee - 11:35 AM

Presenter: Chair Paula Collins

1. Action Items

a. Board Three-Year Calendar

2. Information Items

a. Board Survey

C. Academic Affairs Committee - 11:45 AM

Presenter: Chair Peter Bruns

1. Action Items

a. Approval of 2025 Candidates for Graduation

2. Information Items

a. VP for Academic Affairs & Dean of Faculty Report

b. Faculty Senate Report

D. Institutional Advancement Committee - 12:00 PM

Presenter: Chair Gail Harmon

1. Information Items

a. Taking the Lead Campaign

b. College of Choice/Enrollment Marketing

c. Vice President for Institutional Advancement Report

d. Alumni Association Report

LUNCH 12:30 - 1:15 PM

E. Campus Life Committee - 1:15 PM

Presenter: Chair Nick Abrams

- 1. Action Items**
 - a. MHEC Cultural Diversity Report**
 - b. Consensual Relationship Policy**
- 2. Information Items**
 - a. Vice President for Student Affairs Report**
 - b. Student Trustee Report**

F. Technology, Buildings, and Grounds Committee - 1:30 PM

Presenter: Chair Donny Bryan

- 1. Action Items**
 - a. Approval - FY27-FY31 State Capital Budget Proposal**
 - b. Approval – Annual Facilities Condition Report**
- 2. Information Items**
 - a. HSMCC Report**
 - b. College Managed Capital Projects**
 - c. Marine Science Vessel**
 - d. PG Hall Design/Build Update**
 - e. Information Technology Report**

G. Admission and Financial Aid Committee - 2:15 PM

Presenter: Chair Ray Wernecke

- 1. Action Item**
 - a. Recommendation to Revise the Policy on Student Residency Classification**
- 2. Information Items**
 - a. Enrollment Updates**
 - b. Program Highlights**
 - c. Possible Impact of Federal Policy Changes**

H. Finance, Investment and Audit Committee - 2:30 PM

Presenter: Chair John Wobensmith

- 1. Action Items**
 - a. Dual Employment**
 - b. Conflict of Interest**
 - c. Update to Procurement Policy**
 - d. Approval of the FY27- FY31 State Capital Budget Proposal**
 - e. Approval of the Authority and Responsibility Matrix**
- 2. Information Items**
 - a. Foundation Report**

- b. FY26 to Date Legislative Session Financial Impact**
- c. Status of Strategic Investments from Bond Proceeds**
- d. Reportable Procurement Items**
- e. Update of Prince George Hall Modernization Project**
- f. Joint Investment Activities**
- g. Update on Controller & Associate VP of Facilities Positions**
- h. Dashboards**

I. Board Discussion Items - 4:00 PM

1. Retention

Presenters: David Hautanen, Jerri Howland, Katie Gantz

2. Campus Master Planning

Presenter: Charlie Wilson

ADJOURN - 5:00 PM

BOARD OF TRUSTEES RECEPTION AND DINNER - 5:30 - 9:00 PM

By invitation only.

Location: Historic St. Mary's City Pavilion

Parking: Lot A (Historic Parking Lot)

BOARD OF TRUSTEES MEETING
May 9, 2025

THE FINAL PRESIDENT'S REPORT of the JORDAN ERA

Preamble

As is the usual case for the May meeting, the agenda is packed with many annual actions that must be acted upon at this time. On top of all of this, the new federal administration has introduced so much disorder into how, what, why, and with whom we do what we do that it would be understandable for anyone to lose sight of why we devote our professional lives to the goal of higher education, arguably the great equalizer of this republic. Thankfully, we are members of an uncommon good; a community with an unwavering devotion to our mission and an unrelenting commitment to our most precious asset and hope for the future. That hope lies in our students. Thus, we will face the challenges purposefully, thoughtfully and unflinchingly. There is much to acknowledge and celebrate.

The Report

Darkness:

The sheer number and foci of the 47th US President's Executive Orders (EOs) have been stunning and the potential impacts have evoked fear, caution and sometimes paralysis. We understand that an executive order does not constitute law. Nonetheless, during this era, they are especially disruptive and require creativity and much patience.

During the Academic Affairs committee meeting, the discussion turned to the financial impact of the federal grant freezes and stop work orders. Our faculty and staff have been increasingly successful in securing grants from the Departments of Defense, Agriculture, Commerce, Interior, Health & Human Services, and Education as well as the National Science Foundation. All told, there are 16 awards across seven departments totaling \$1.48M. We are fortunate that the vast majority of these 16 grants are in their final year of funding and only one has been "defunded". The impact of this defunding is lost support of student interns during summer 2025. We have identified private funds to pay the students. The real challenge lies in the future. We cannot be certain what effect these freezes will have on funding availability for proposals in the pipeline (currently \$1.7M; 76% of which have already been approved for funding). This in turn will impact: 1) faculty productivity as it relates to tenure and promotion, 2) faculty and staff retention as it relates to both productivity and salaries supported by so-called soft money, 3) student learning and 4) the College's finances due to lost revenue from indirect costs. Identifying alternative funding sources beyond the College's fundraising activity, will be essential to mitigate the loss of federal funding. Additionally, as was the case during the COVID pandemic, tenure and promotion criteria may need to be adjusted in recognition of the lost productivity. The potential negative impact on student learning will need to be addressed in creative ways and will need to be a collaborative effort with Student Affairs, specifically the CCPD, to ensure that there are sufficient opportunities for practical learning via internships to enhance and complement the theoretical learning that generally happens in the classrooms.

The EOs and actions of DOGE to reduce the federal workforce and enhance efficiency will have impacts on student enrollment, retention, and financial need. All these issues were presented in the AFA committee meeting materials and discussed during the Campus Life committee meeting. These actions will affect students from most demographic groups, especially those from historically marginalized groups, and will include those from mid-level socioeconomic groups in which at least one parent is a federal employee. Over the last decade, the College has paid special attention to becoming more affordable as a means to provide better access to diverse populations of students. Because of our efforts, the campus community is more vibrant, welcoming, and intellectually stimulating. Identifying ways by which we can take care of these students is mission critical. Staff in the Office of Financial Assistance continues to do a laudable job helping students and their families understand the cost of attendance and identifying resources to assist with paying for an SMC education. The Development team does an excellent job obtaining funds, both current and endowed, to provide scholarships for students. This fundraising focus will intensify in the immediate term as the College prepares to transition to a new campaign under the incoming president. The College must also leverage the scholarships we have to attract new students. This activity will be of increasing importance as the country begins to realize the depth and impact the EOs and DOGE have on education, access, and diversity.

Beyond the potential impacts DOGE and the EOs may have on retention, the livelihood of families, and diversity in all its forms, they are having a tremendous impact on the physical, mental, and emotional well-being of our campus community, especially students. The College has been proactive in communicating our policies and protocols in response to EOs focused on diverse populations and immigration, as well as resources available to support affected individuals. The matter of international travel and the potential of detainment or revocation of citizenship or immigrant visas have been topics of discussion. The division of Academic Affairs presented a webinar for faculty and academic staff to address these issues. Student Affairs and IDEAA have collaborated on preparing materials for the entire campus that will be disseminated prior to the May 2025 trustee meeting.

In light of these DEI-focused EOs, we have examined the mission, values, policies, protocols, and practices of practically every unit on campus. As you are aware, the PERC group has worked over the last several years to ensure that College policies are legal, fair, and equitable. As we examine our goals in the most recent strategic plan as well as the mission and core values associated with IDEAA, it is clear that our efforts have always been focused on doing what is good and right for *all* members of our community. We have no reason to believe that what we are doing in the context of inclusive diversity and equity will bring undue and unwarranted attention or harm to our work as a higher education institution, including the development of programs designed to enhance the retention of specific marginalized groups to the level of our general student body.

The Day's Light:

Chaos and uncertainty at the federal level almost instantaneously and negatively impact the lives and livelihood of every Marylander. An immediate consequence this year was the projection of a budget deficit that would understandably result in belt-tightening by every state agency. The College was prepared and communicated to both the executive and legislative branches that it would do its part. We thought we were prepared; we were not. The 2025 legislative session in Annapolis was preceded by an astounding array of executive actions: an approximate 10%

reduction in the State's general fund allotment to the College; the immediate elimination of the College's funding formula; and removal of three capital projects (Montgomery Hall renovation, Shaefer Hall expansion and infrastructure upgrades) from the governor's CIP. These proposed actions would have stunted severely the momentum built over the years. We are fortunate to be known for excellent stewardship of our resources, innovative academic programming (e.g., LEAD), and graduate results. We are highly respected professionally and have a vast and powerful network of advocates. Because of all of this, the funding formula and the operating budget reduction were restored. The legislators took no action regarding the capital budget issues because there was nothing in the governor's budget to act on. Fortunately, DBM restored most of the funding for Montgomery Hall, and the College staff remain in conversation with DBM regarding the Shaefer Hall project. Additional details may be found in the TBG committee materials. Within the [linked](#) Government Relations report are additional details regarding the list of bills that will affect College policies and state requirement as well as the Joint Chairman's Report request for progress related to the most recent OLA report by December 1, 2025; \$500k of the general fund allotment to the College will be withheld until satisfactory progress is made. The concerns raised during the audit will all have been addressed by the end of Summer 2025.

We anticipate receiving MSCHE's decision in June about the College's accreditation status. The College's evaluation by the site visit team was extremely complimentary ([link](#)) - 180 degrees from what the College experienced in 2015. We anticipate our accreditation will be reaffirmed.

For the first time ever, the traditional residence halls are slated to be modernized, beginning with Prince George Hall. The project was approved by the Board of Public Works in late April; work will begin on the Monday following the Commencement exercises. Future work will be incorporated into the new Campus Master Plan, slated to be finalized in Fall 2025. A Board presentation will be made by the campus architect in May to discuss the process used to produce the preliminary master plan and the highly anticipated next steps. Completion of the modernization work will have a positive impact on student recruitment and retention.

The Board Committee chair reports will highlight all the great work going on across the divisions including the successes in Athletics, the national recognition of the game-changing branding work of the Integrated Marketing team, the tremendous efforts of CCPD to enhance student internships, the growing community engagement with and recognition of the efforts by the Office of Community Relations and Engagement, and the transformational work occurring in the division of Business and Finance that continues our efforts to enhance process efficiency, compliance, and financial stability. At the end of this weekend, we will have the privilege of celebrating the bold accomplishments of almost 400 graduates, including arguably the largest Phi Beta Kappa cohort in SMC history.

Sunset:

When I began my tenure as president, we – the College, our campus community – were in a very different place than we are now. My Inaugural address, delivered in October 2014 was entitled, "Making the Invisible Visible" and I began my remarks with a quote from the prologue of Ralph Ellison's Invisible Man. I spoke of the yokel, who the onlookers counted out from the very beginning, but he wasn't fazed – he knew what needed to be done to succeed. In 2014, I spoke of what I believed we needed to do to change the direction in which we seemed to be headed:

Going forward, SMCM will be hidden no longer. We will be recognized as an accessible and affordable institution that provides a dynamic, progressive, and holistic liberal arts educational experience for all high-achieving students. To that end:

- we must attract and retain a more diverse population of students of high intellectual capacity;*
- we must integrate and collaborate more with area institutions and take fuller advantage of our location as a means to enhance our students' experiences;*
- we must have more cross-disciplinary collaborations that lead to 21st-century-relevant programming built upon our liberal arts foundation;*
- we must better and more fully integrate technology into our programming to enhance education and, equally important, to facilitate accessibility;*
- Our students are problem-solvers as well as creators of new knowledge and art forms.*
- we must enhance our students' entrepreneurial abilities by providing them with more opportunities that foster creativity and innovation;*
- we must develop our students' abilities to translate their SMCM experience into practical experiences that can be applied globally; and,*
- we must be willing to let the world in to see all of the excellence that is, and will be, St. Mary's College of Maryland.*

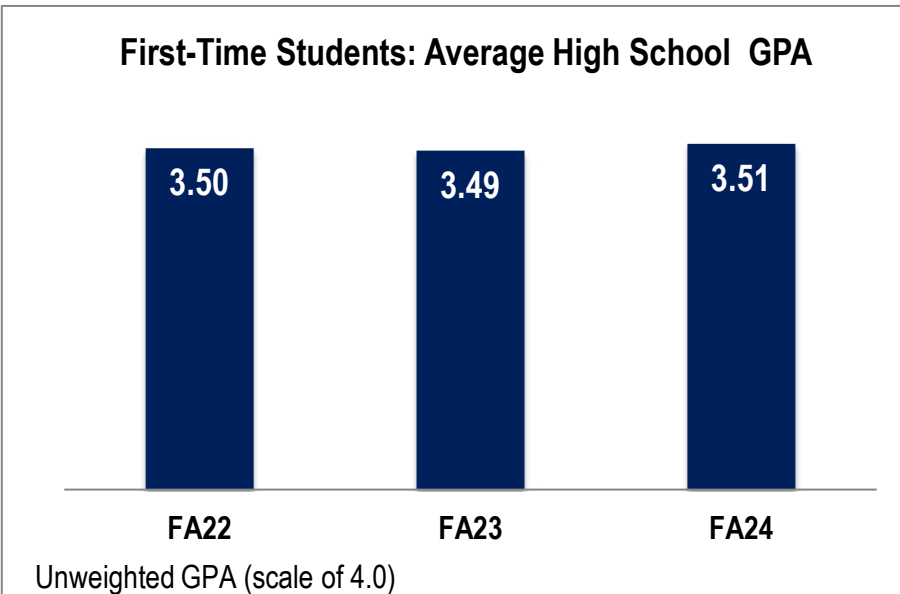
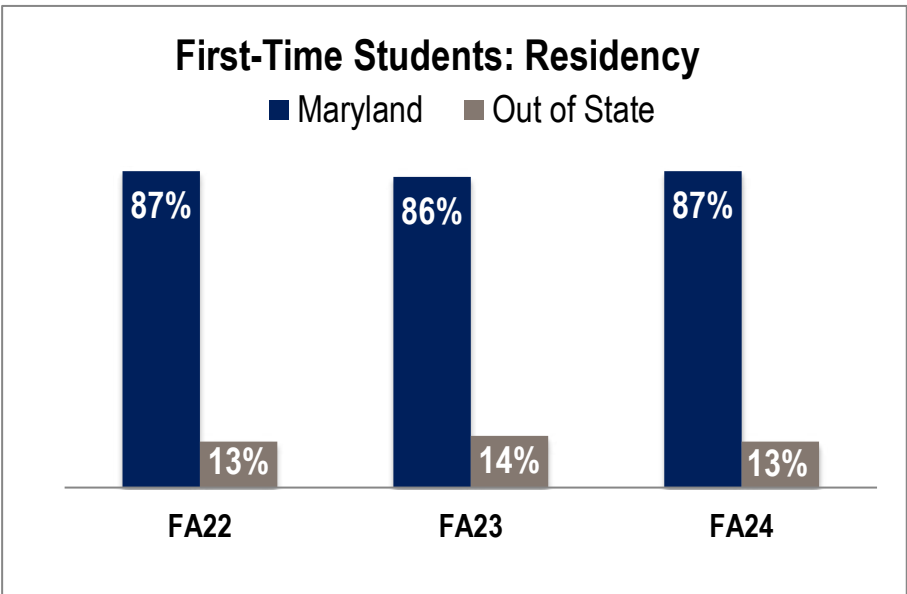
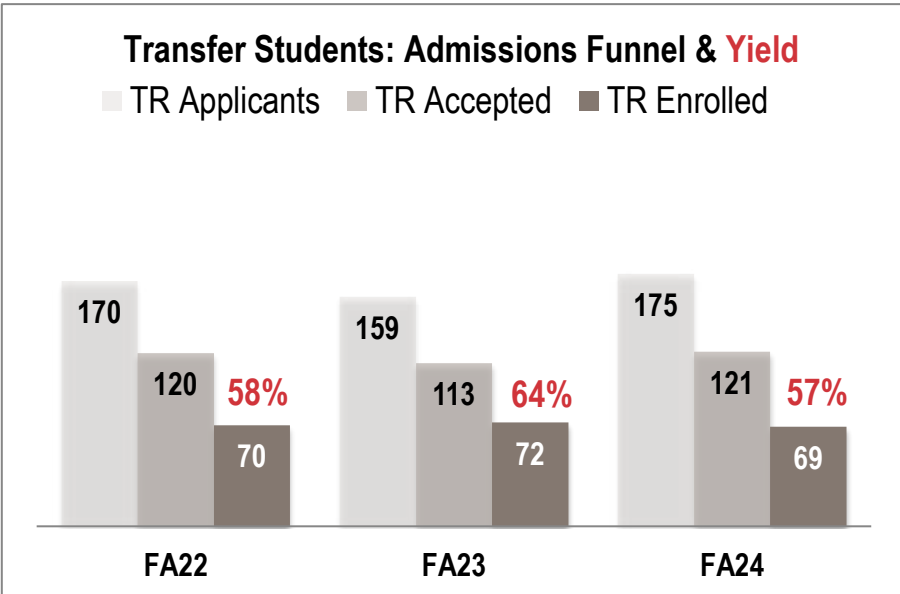
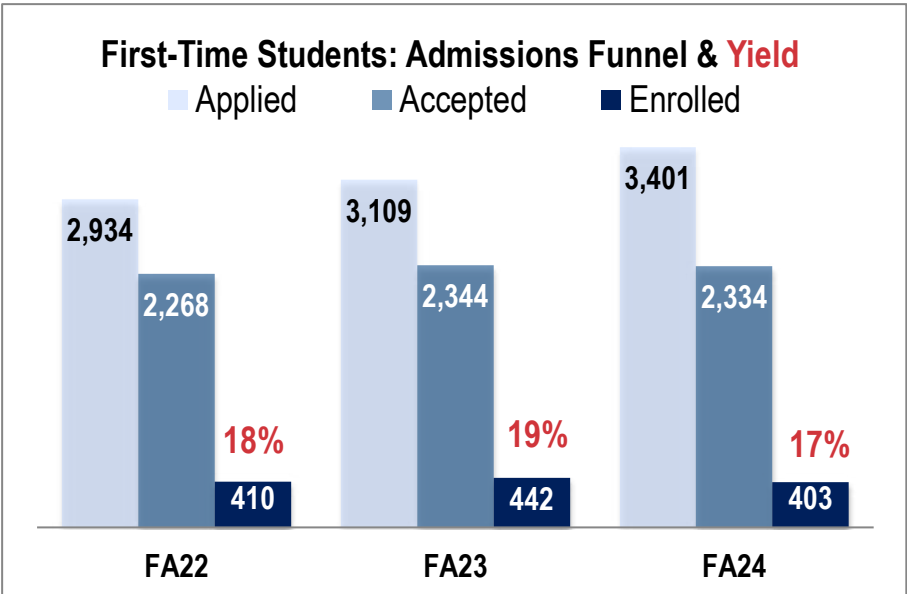
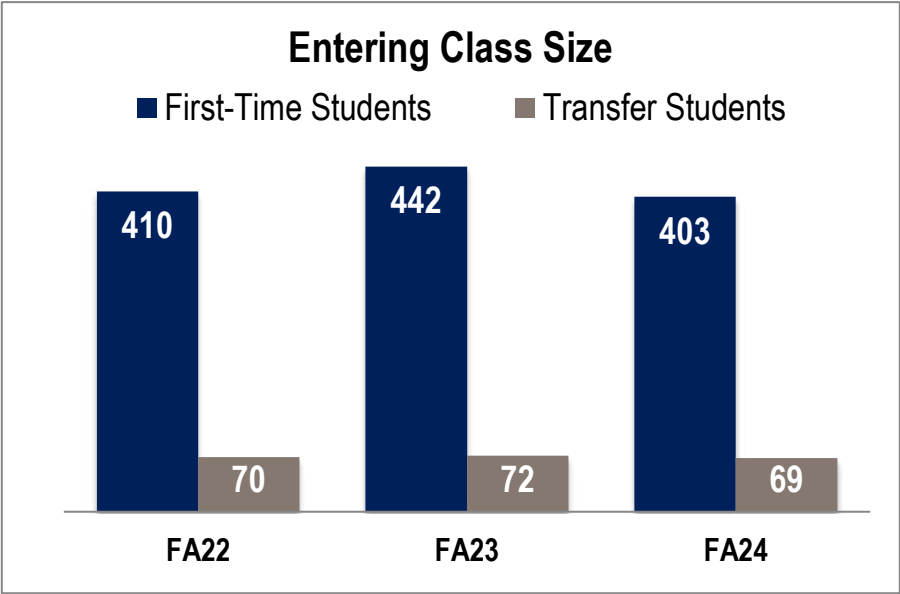
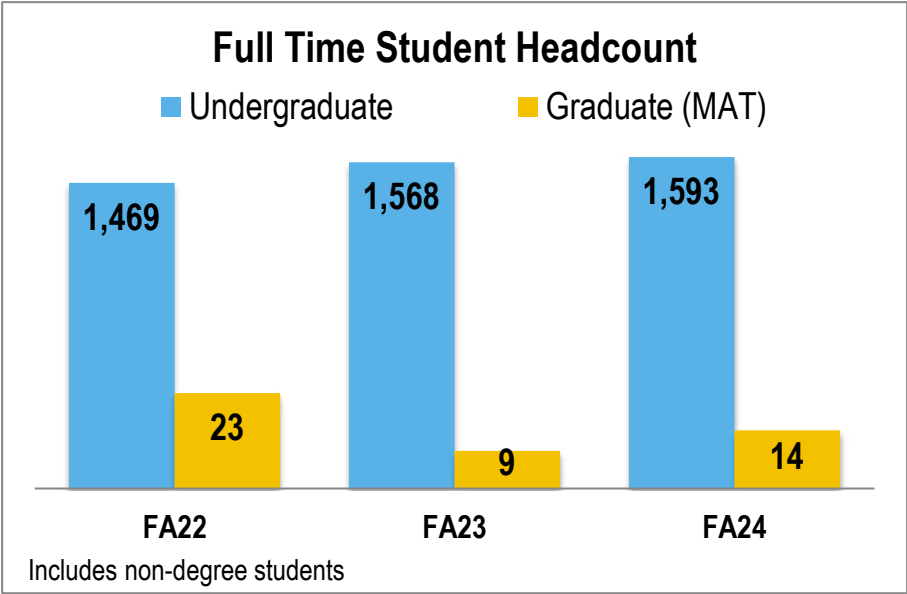
Here I sit at the desk in my home where I penned that vision 11 years ago and I can say confidently that we have accomplished ALL of this and more in the decade hence.

In 2014, I concluded my remarks boldly stating that I was ready to lead us to a better place. Well, I have led, and we are at a place that is better than even I imagined. To all who have rolled up their sleeves and worked beside me, and to those who have supported the work and cheered from the sidelines over the years, **Thank You** for believing that the invisible could not only be made visible but could become a bright beacon of light where **all** are welcomed and have the opportunity to thrive. It has been my privilege and honor to serve.

Board of Trustees Dashboard - May 2025

Student Characteristics in Enrollment

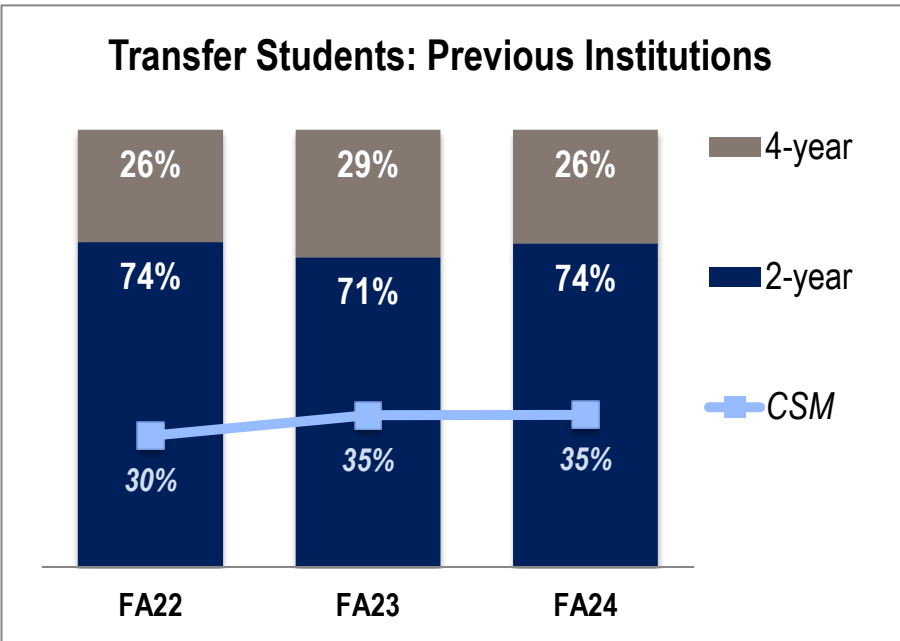
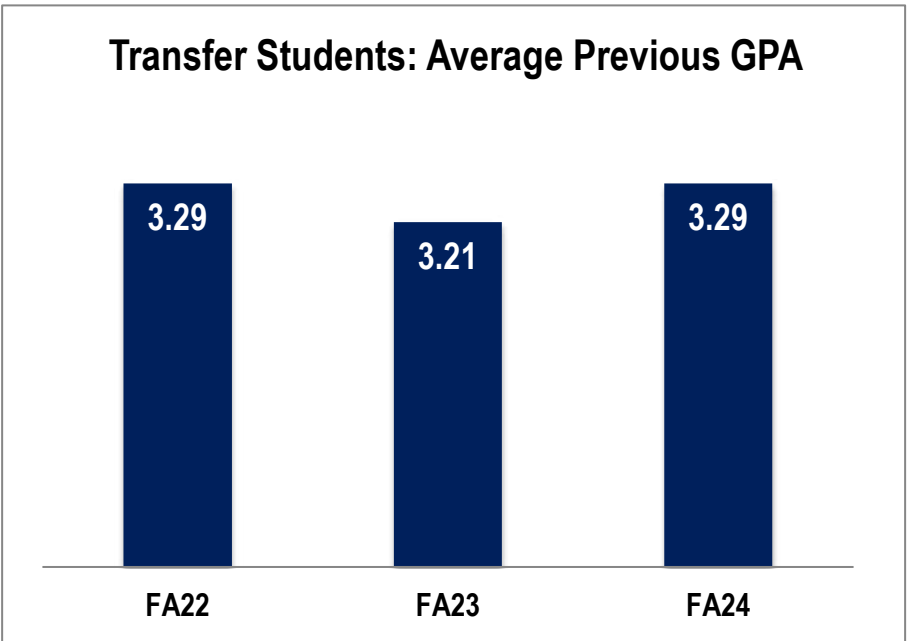
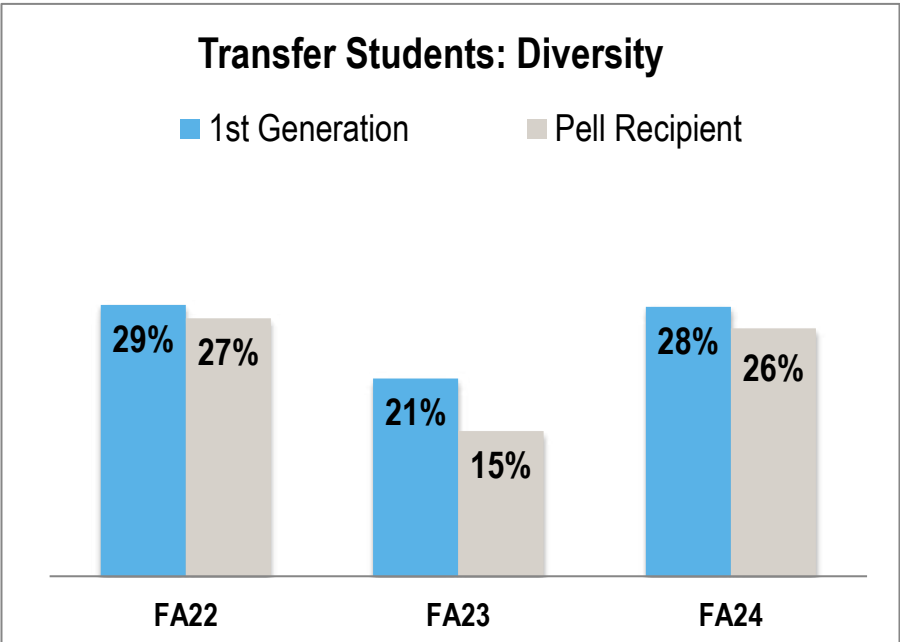
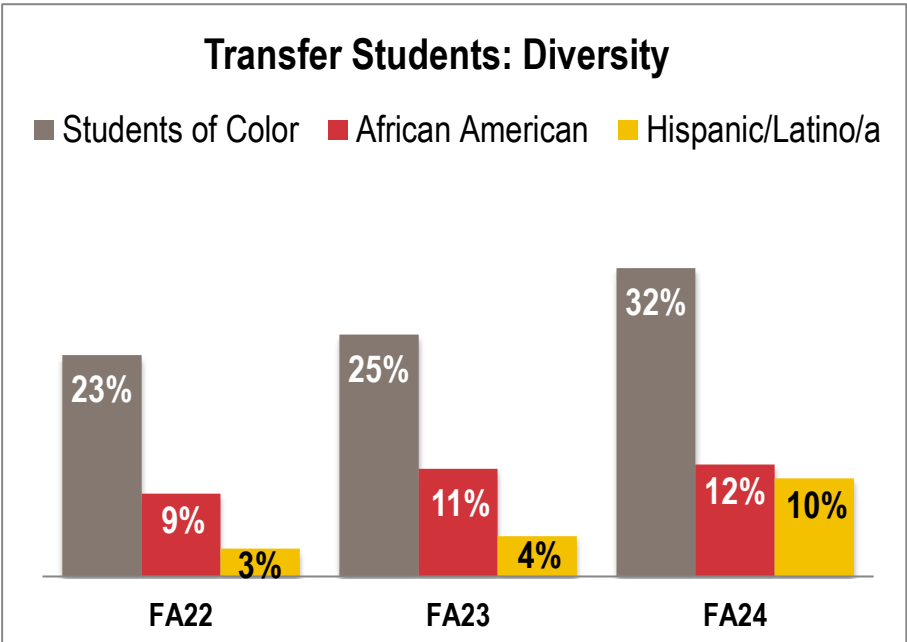
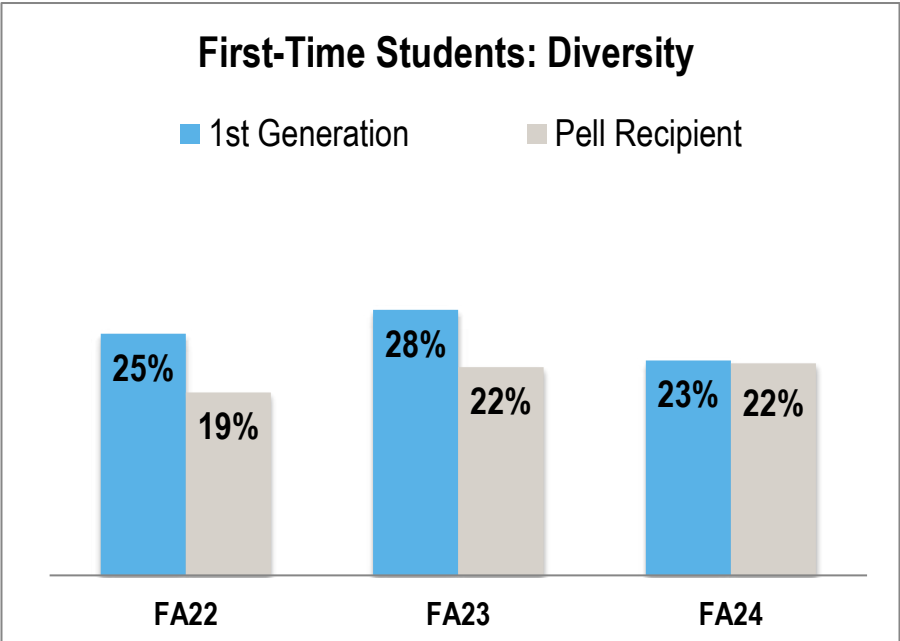
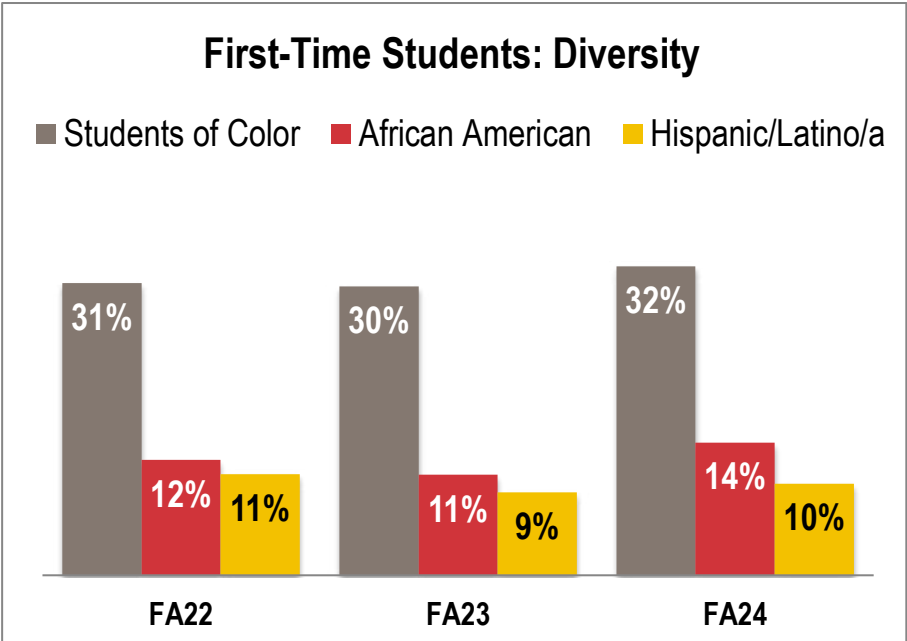
Fall 2024 figures based on final census (freeze) data, 9/23/2024



Board of Trustees Dashboard - May 2025

Student Characteristics in Enrollment

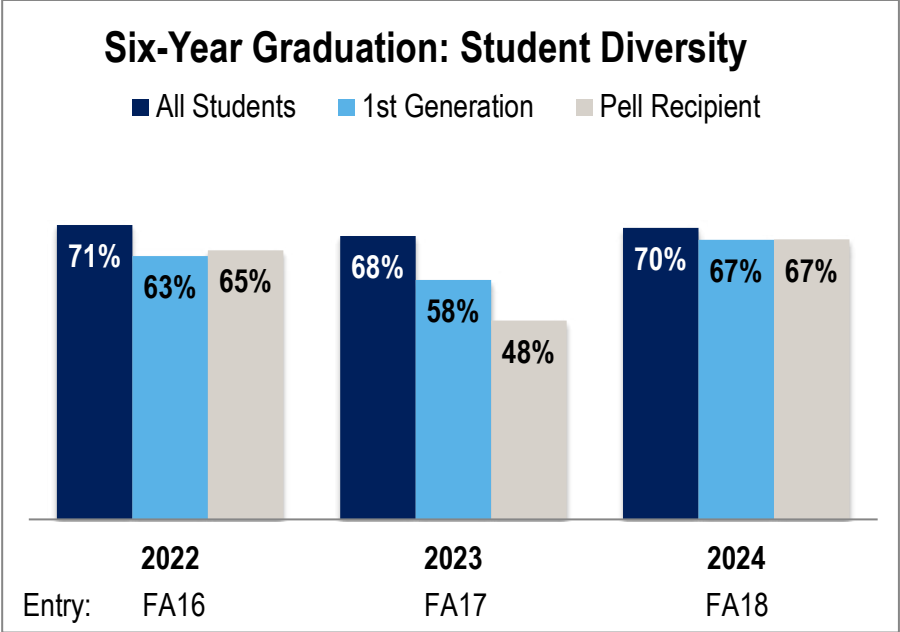
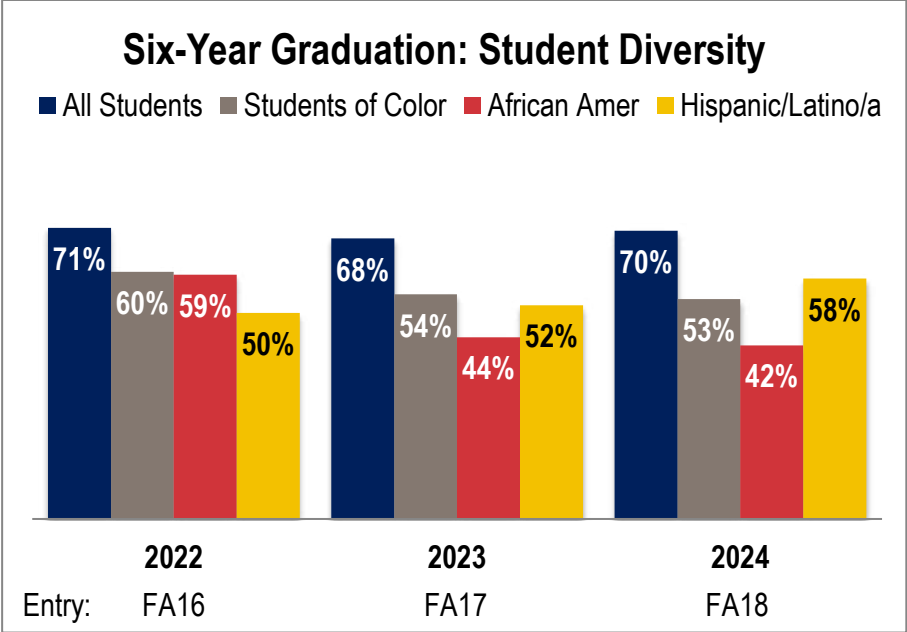
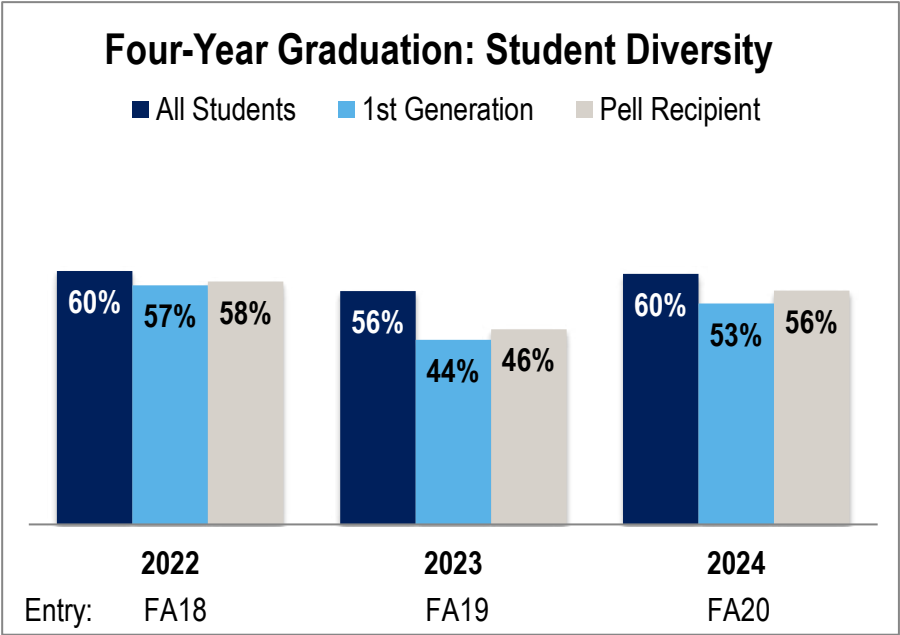
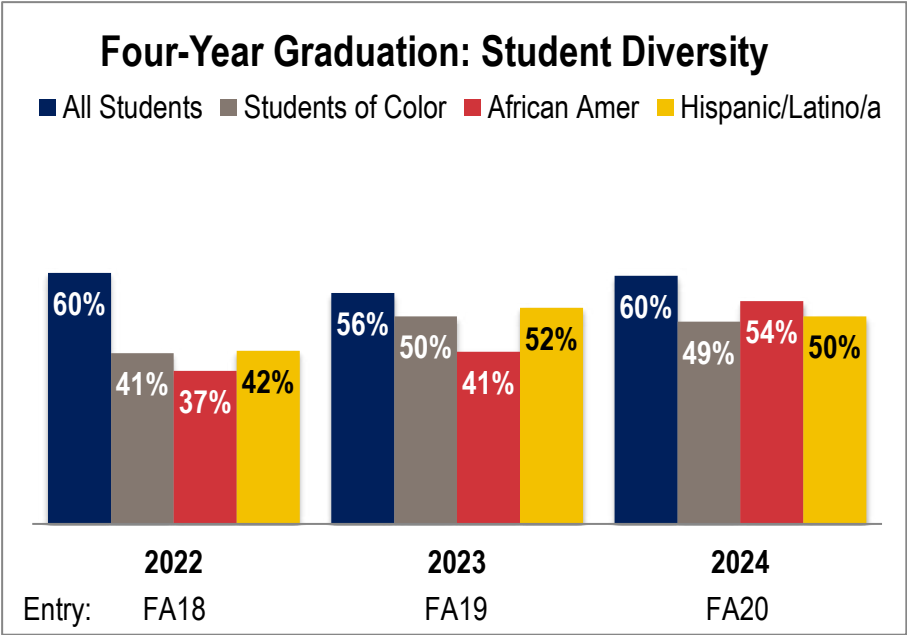
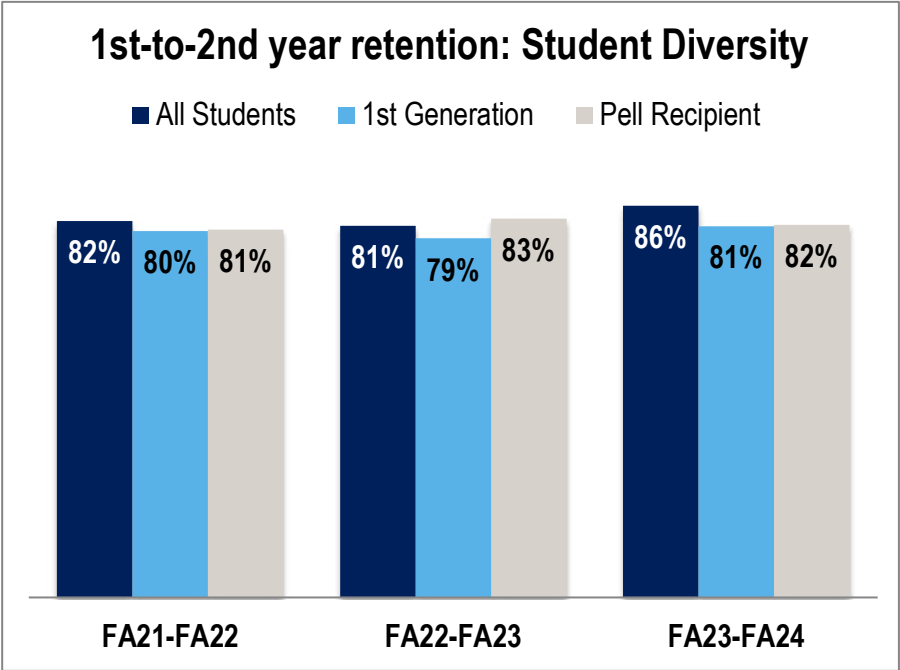
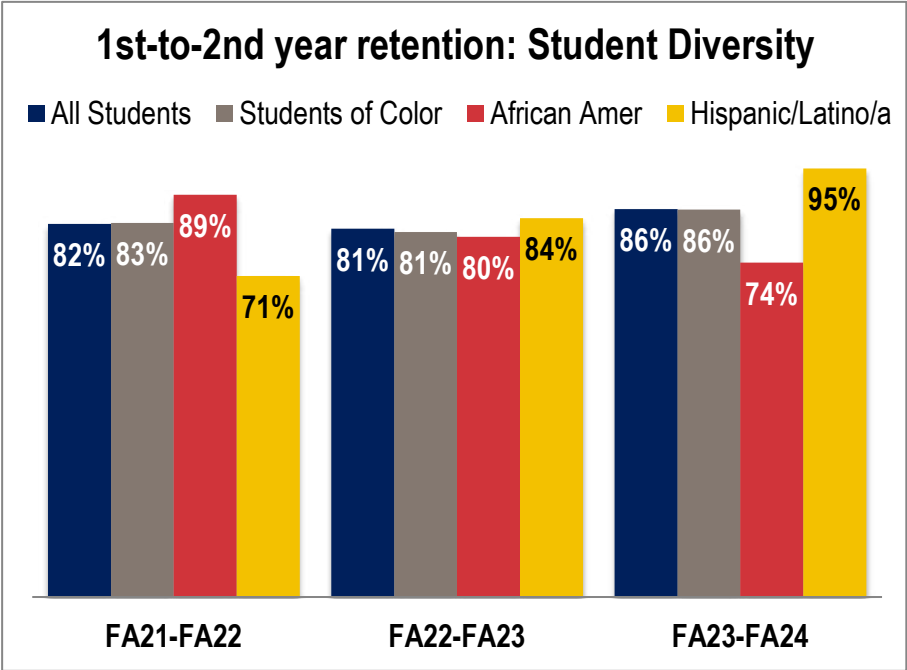
Fall 2024 figures based on final census (freeze) data, 9/23/2024



Board of Trustees Dashboard - May 2025

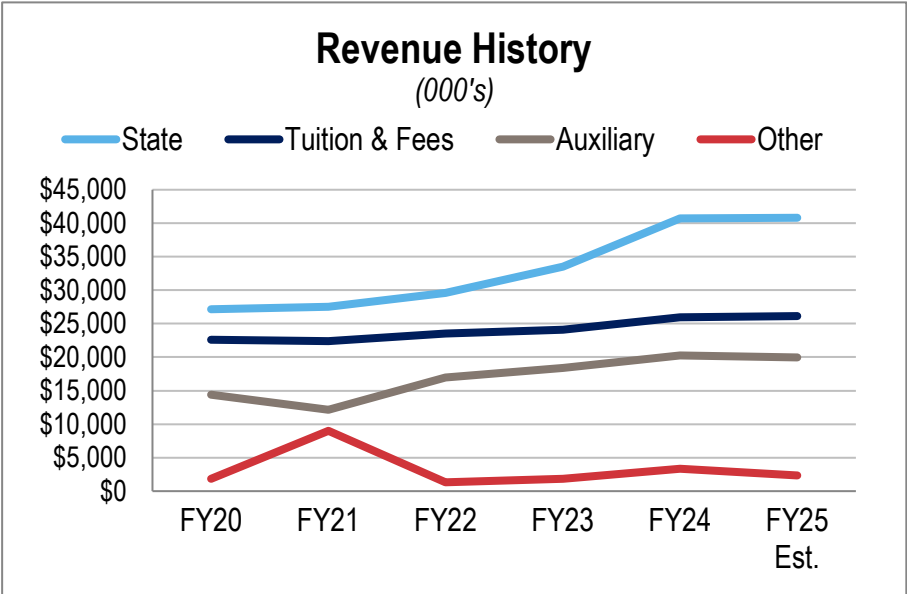
Student Retention and Persistence (First-Time Students)

Fall 2024 figures based on final census (freeze) data, 9/23/2024

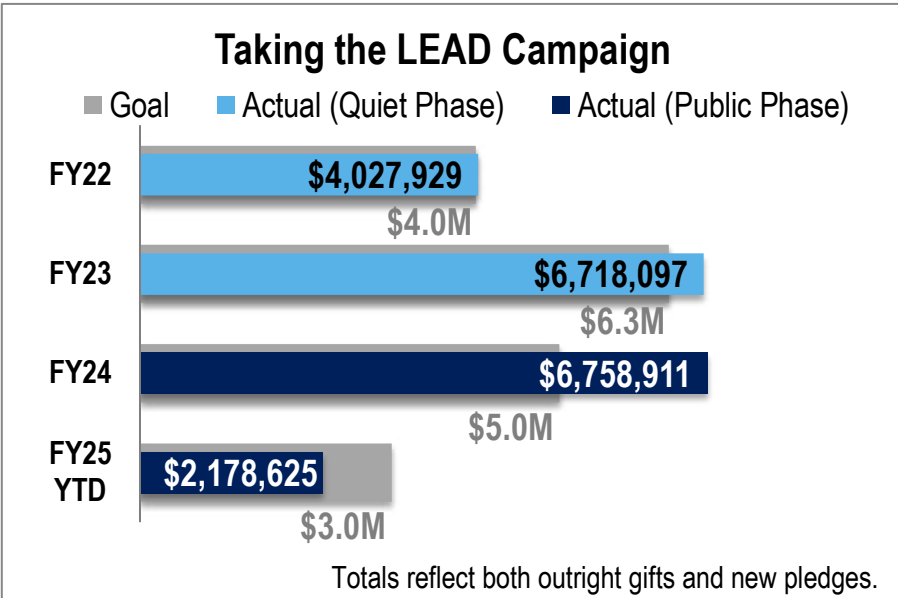
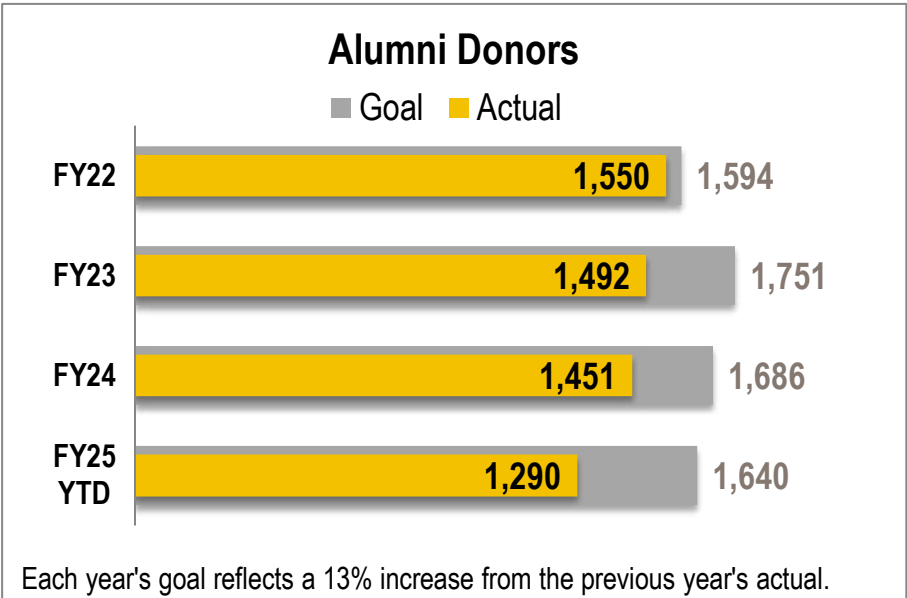


Board of Trustees Dashboard - May 2025

Revenue and Fundraising



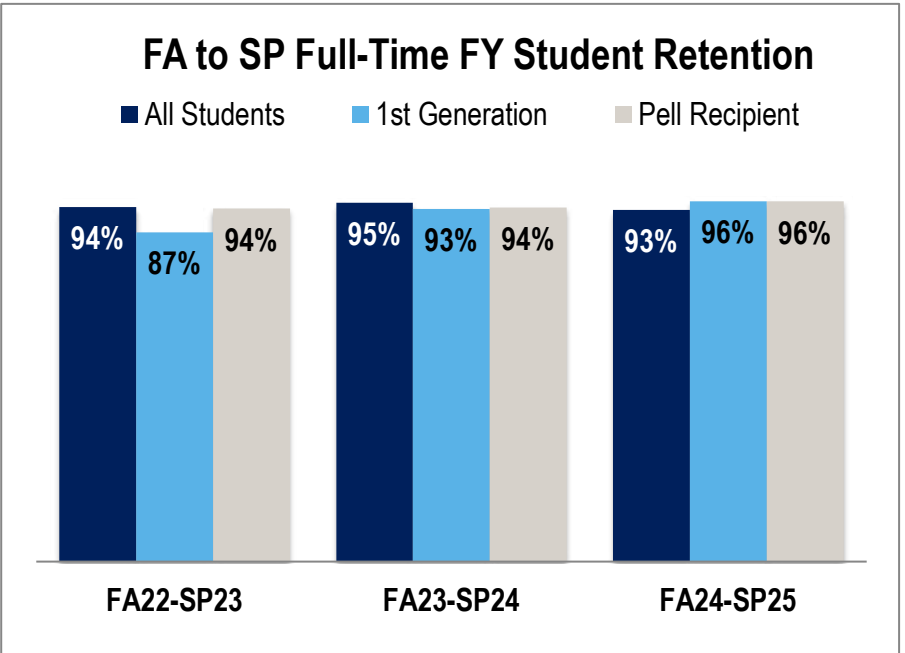
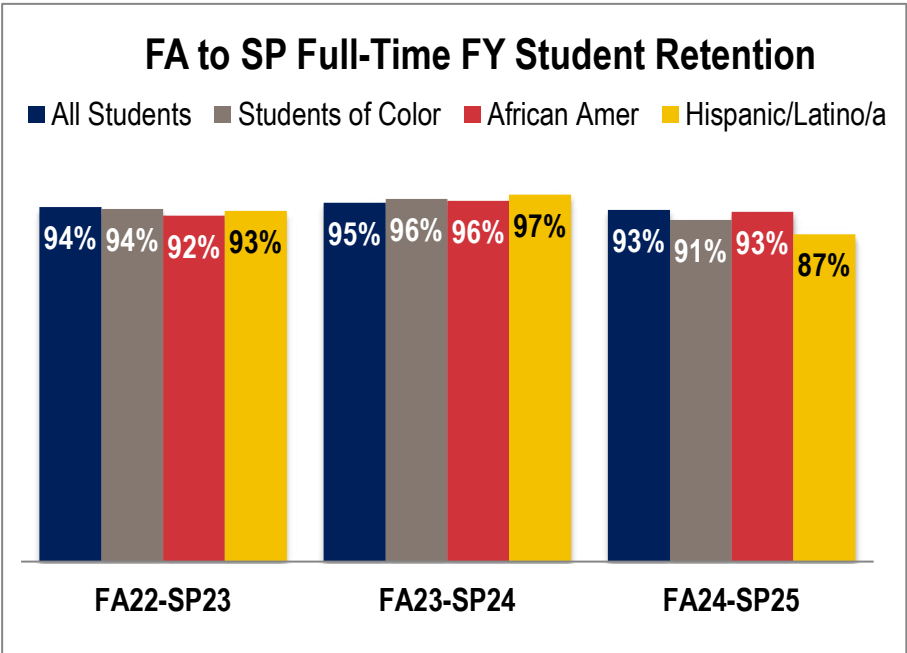
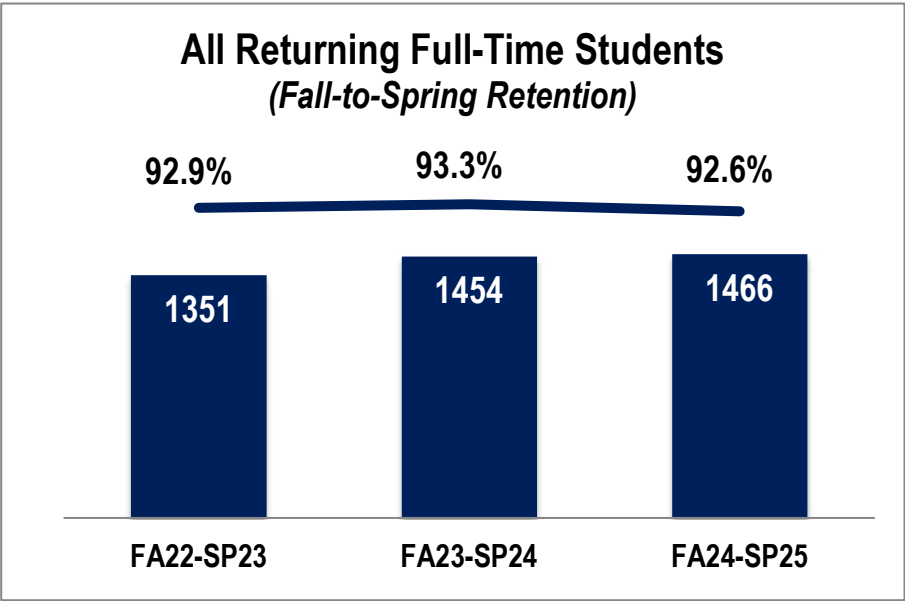
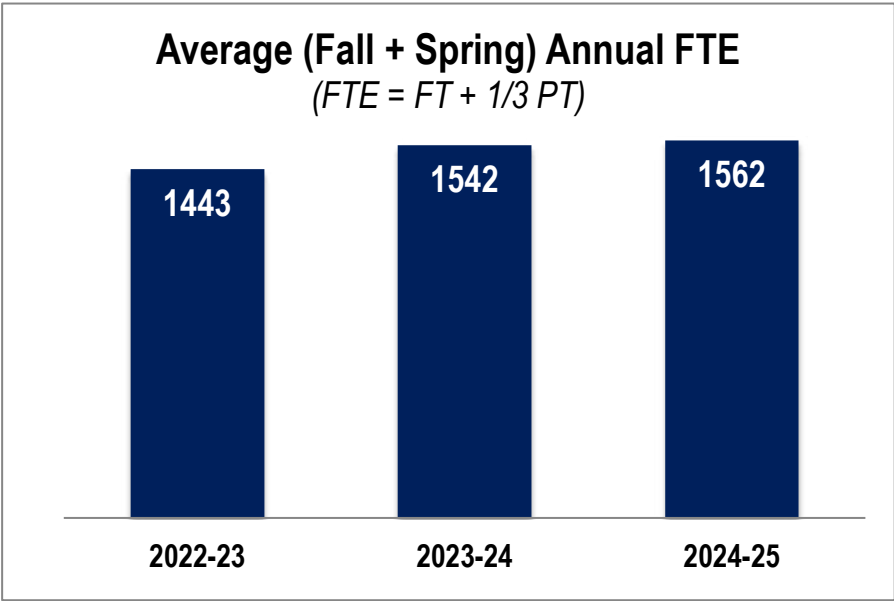
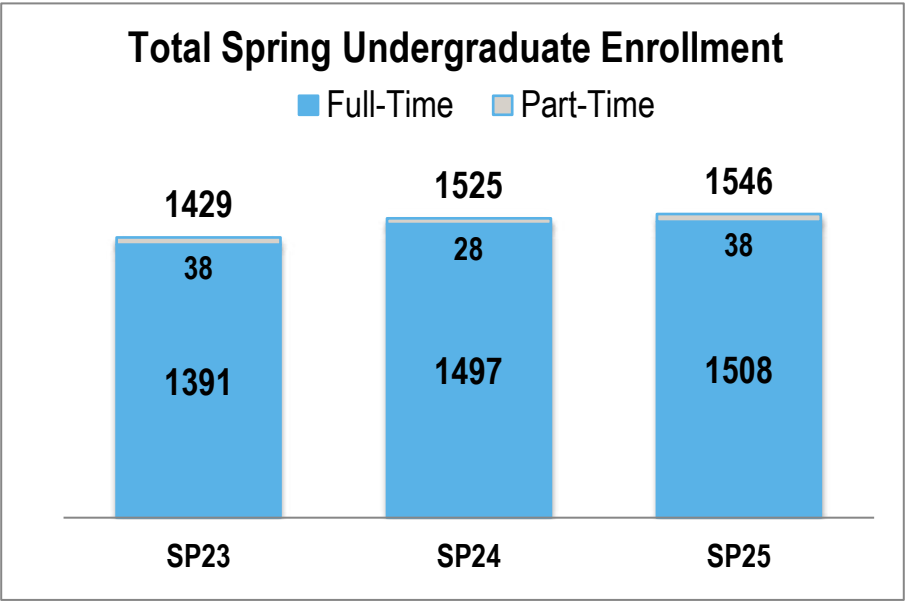
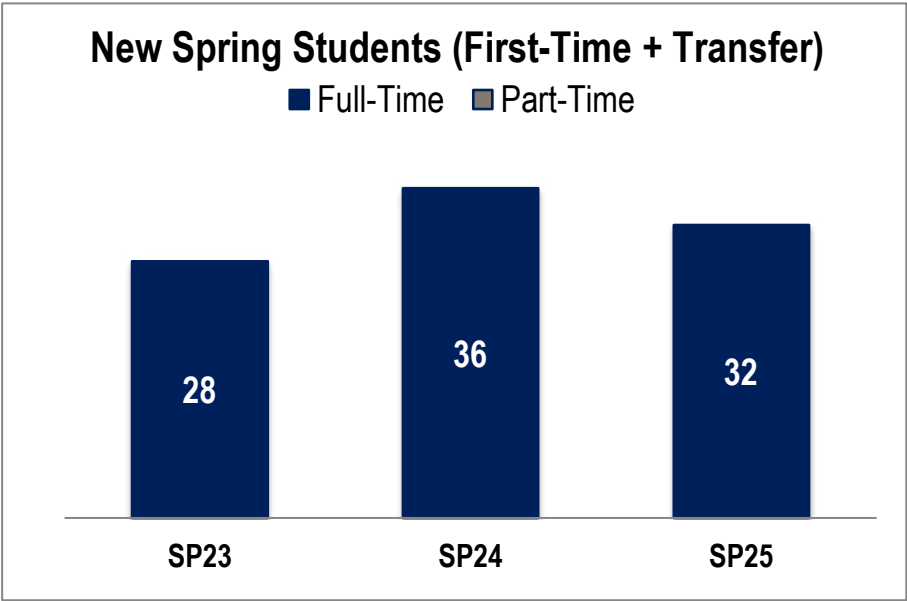
Note regarding FY21 Revenue: The COVID-19 pandemic had major impacts on Auxiliary revenues. A significant portion of the student population chose to study remotely, leading to substantial decreases in on-campus living and dining participation rates. Offsetting revenue increases were recorded in the Other category in the form of CARES act institutional support (\$1.1 million), Paycheck Protection Plan loan forgiveness (\$6.7 million) and federally funded COVID expense reimbursements through the state (\$1.5 million).



Board of Trustees Dashboard - May 2025

Spring Semester Enrollment and Persistence

Spring 2025 figures based on final census (freeze) data, 2/10/2025





**BOARD OF TRUSTEES
GOVERNANCE COMMITTEE
MAY 9, 2025**

**ACTION ITEM – 2425-24
BOARD OF TRUSTEES THREE-YEAR CALENDAR
MAY 2025 THROUGH OCTOBER 2027**

RECOMMENDED ACTION

The Governance Committee recommends the adoption of the following three-year calendar to establish working parameters for Board business.

CALENDAR YEAR 2025

- May 9, 2025 – Board Meeting
- May 10, 2025 - Commencement
- July 17, 2025 – Board Retreat/Annapolis
- July 18, 2025 – Board Retreat/Annapolis
- October 10, 2025 – Board Meeting
- October 11, 2025 – Board meeting

CALENDAR YEAR 2026

- February 20, 2026 – Board Meeting
- February 21, 2026 – Board Meeting
- May 15, 2026 – Board Meeting
- May 16, 2026 – Commencement
- July 17, 2026 – Board Retreat
- July 18, 2026 – Board Retreat
- October 9, 2026 – Board Meeting
- October 10, 2026 – Board Meeting

CALENDAR YER 2027

- February 19, 2027 – Board Meeting
- February 20, 2027 – Board Meeting
- May 14, 2027 – Board meeting
- May 15, 2027 – Commencement
- July 15, 2027 – Board Retreat
- July 16, 2027 – Board Retreat

- October 15, 2027- Board Meeting
- October 16, 2027 – Board Meeting

2025 Board Self-assessment

INSTRUCTIONS: Please indicate your view on each of the following statements by choosing the sentiment that comes closest to your opinion – on a scale of 1 to 5 with 1 meaning you strongly disagree and 5 meaning you strongly agree. Please also complete the comments section at the end of each category, particularly if you disagree or disagree strongly with any of the following statements, as we are seeking any and all suggestions, viewpoints, impressions, etc. that will help to improve the Board process.

Information Flow/Meeting Preparation

- 1) The Board materials I receive in advance of each meeting contain an agenda that focuses on matters of importance.
- 2) The Board materials I receive in advance of each meeting contain the appropriate quantity and detail of information regarding the College's operations.
- 3) The Board materials I receive in advance of each meeting are well-organized and easily understandable.
- 4) The concerns raised in last year's assessment about having final materials sufficiently in advance of the Board meetings are being effectively addressed.
- 5) I find OnBoard an effective tool for accessing and reviewing my materials.
- 6) I come to each Board of Trustees meeting well-prepared.
- 7) Other Trustees are consistently well-prepared for Board meetings.

Recommendations for improvement

Conduct of Board Meetings

- 1) Board meetings are conducted efficiently.
- 2) Board meetings are about the right length.
- 3) The new format with Committee meetings held well in advance of the Board meetings has improved the ability of the Board to discuss and spend sufficient time addressing critical issues.
- 4) The Board allots the right amount of time at meetings on Administration reports and presentations.
- 5) The Board allots the right amount of time at meetings on Committee reports and presentations under the new format.
- 6) Board meetings generate meaningful and candid conversations among Trustees.
- 7) Board meetings generate meaningful and candid conversations between Trustees and senior College leaders.
- 8) Administration presentations are consistently of high quality and helpful to my understanding of issues affecting the College and/or higher education generally.

Recommendations for improvement

Board Priorities

- 1) The Board has a strong understanding of the College's mission.

- 2) The Board has a strong understanding of the College's strategic plan.
- 3) The Board is appropriately focused on strategic challenges, plans and progress.
- 4) The Board understands and regularly assesses the financial health and performance of the College.
- 5) The Board regularly assesses and has a good understanding of the competitive position of the College.
- 6) The Board has a strong understanding of the ultimate needs and expectations of the students.
- 7) The Board effectively monitors communications/relationships with key stakeholders (students, faculty, parents, community, government).

Recommendations for improvement

Governance

- 1) The board is effective in ensuring the integrity of College operations.
- 2) The Board meaningfully enquires about major performance deficiencies or matters that have a significant effect on the College.
- 3) The Board has a good understanding the College's finances and related issues.
- 4) The Board has an understanding of and is effective in addressing legal and compliance issues.
- 5) The Board is effective in handling urgent matters between meetings and addressing unforeseen crises.
- 6) The Board is effective in ensuring that institutional planning is conducted by the Administration.
- 7) The Board has a good understanding of shared governance and the roles and responsibilities of key stakeholders (Board, Administration, faculty, students) at the College.
- 8) The Board involves itself appropriately in College business matters, but does not overstep or micromanage College administrators or administrative matters.
- 9) The Trustees are willing to disagree with others when necessary.
- 10) Trustees do what is best for the College and students regardless of countervailing pressures.
- 11) I periodically review the bylaws and the Maryland Statutory Authority for the College and understand my fiduciary and statutory responsibility as trustee of the College.
- 12) I understand and adhere to the College's bylaws regarding conflicts of interest.

Recommendations for improvement

Committee Matters

- 1) The Board has the appropriate committees in place.
- 2) The composition of the committees, their leadership and their size are reviewed at appropriate intervals.
- 3) The scope of each committee's responsibilities is clearly delineated and understood by the committees and the Full Board.
- 4) The committees are the right size.
- 5) The committee meetings are conducted efficiently.
- 6) The committee meetings put important issues into clear focus, provide ample discussion time and generate meaningful and candid dialogue.
- 7) The chairs of my committees are engaged and effective.

- 8) The committees are effective in bringing issues of concern or requiring action to the full Board.

Recommendations for improvement

Board Relations with College Administration

- 1) The relationship between the Board of Trustees and senior College leaders is sufficiently productive and supportive.
- 2) My level of communication with and access to senior College leaders outside of Board meetings is just right.
- 3) The College takes full advantage of the skills, experience and insights that I make available to them.
- 4) The Board goals, expectations and concerns are openly communicated with the President and relevant senior College leaders.

Recommendations for improvement

General Matters:

- 1) All Trustees hold sensitive Board and committee meeting discussions in confidence.
- 2) The Board continuously educates itself about the competitive landscape, factors and trends that affect the College and its key stakeholders (students, faculty, staff).
- 3) The Board always tries to reach an informed consensus.
- 4) I am pulling my own weight and making an active, objective and constructive contribution to the Board.
- 5) Each of the other Trustees is pulling his or her own weight and making an active, objective and constructive contribution to the Board.
- 6) Collectively our Board has the right mix of perspectives, experience, characteristics and skills.
- 7) The Board's mix of alumni and non-alumni Trustees is appropriate.
- 8) Concerns raised in last year's assessment about having an adequate opportunity to interact with faculty and staff is being effectively addressed and I note meaningful improvements. Concerns raised in last year's assessment about having an adequate opportunity to interact with students is being effectively addressed and I note meaningful improvements. New Trustees receive an appropriate orientation about their role.

Recommendations for improvement



**BOARD OF TRUSTEES
ACADEMIC AFFAIRS COMMITTEE
MEETING OF APRIL 14, 2025**

ACTION ITEM III.A.

**RECOMMENDATION TO APPROVE
2025 CANDIDATES FOR GRADUATION**

RECOMMENDED ACTION:

The Academic Affairs Committee recommends approval of the candidates for the degree of Bachelor of Arts, Bachelor of Science, and Master of Arts in Teaching.

RATIONALE

By action of the Maryland State Legislature in 1964 St. Mary's College of Maryland was authorized to become a public, four-year college with its own Board of Trustees. The Board of Trustees is vested with all the powers, rights and privileges attending the responsibility of full governance of St. Mary's College of Maryland. The College Bylaws enumerate the duties, powers, and responsibilities of the Board of Trustees, officers of the College and the faculty. The Board of Trustees has the authority to approve all earned degrees through the faculty and President as they shall recommend.



**BOARD OF TRUSTEES
ACADEMIC AFFAIRS COMMITTEE
APRIL 14, 2025**

**VICE PRESIDENT FOR ACADEMIC AFFAIRS
AND DEAN OF FACULTY’S REPORT**

As we complete the 2024-2025 academic year, Academic Affairs has much good news to report on implementing Pillar I of our Strategic Plan. Below, I offer an update on multiple facets of our work supporting faculty excellence and innovative educational experiences: the FY26 hiring season, growing enrollments in our new programs, an overview of our new “Program Student Ambassadors” initiative, highlights from the Middle States evaluation related to assessment, and details of the recent dedication of public art in the Dodge Performing Arts Center.

Hiring Updates

Of the twelve tenure-track and three lecturer searches undertaken this year, Academic Affairs has had a successful hiring season, filling all but two positions (the failed searches in Psychology were discussed at the January 2025 AAC meeting). As an update for the Board’s reference, below is the status of our successful searches for positions to begin in FY26.

Program	Position/rank	Search Status
Math/ Computer Science	Senior rank, tenured, computer science	Completed
Math/ Computer Science	Tenure-track, computer science	Completed
Marine Science	Lecturer	Completed
Chemistry/ Biochemistry	Tenure-track (cluster hire)	Completed
Biology	Tenure-track (cluster hire)	Completed
Biology	Tenure-track (cluster hire)	Completed
Environmental Studies	Tenure-track	Completed

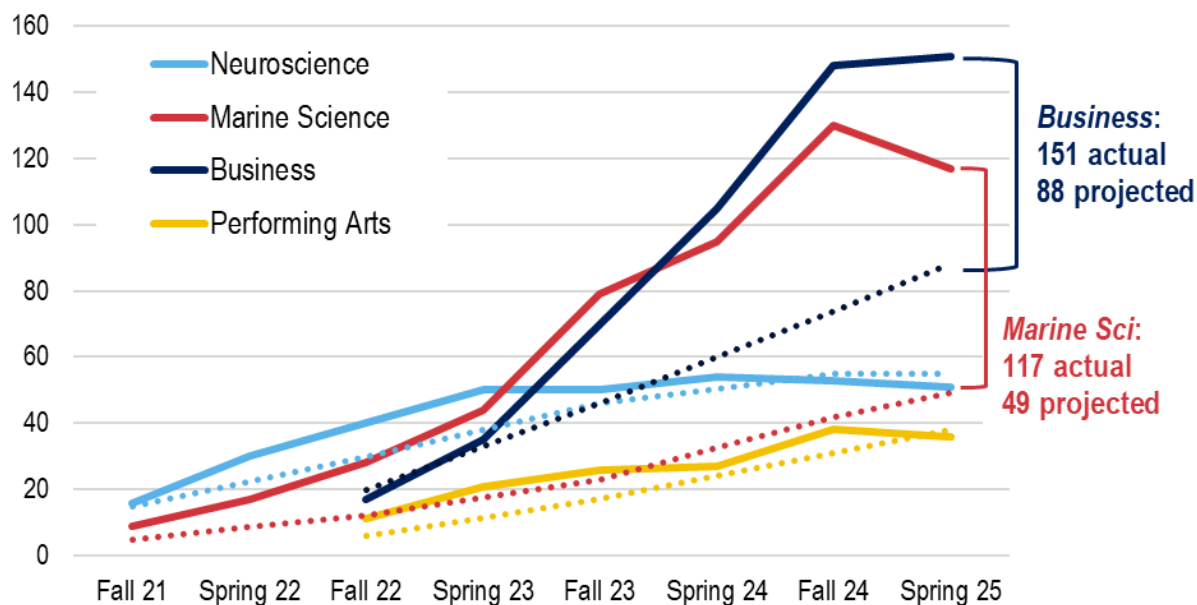
Women, Gender, & Sexuality	Tenure-track	Completed
Intl Languages & Cultures	Lecturer, Chinese	Completed
Performing Arts	Tenure-track, Scenographer	Completed
Psychology	Tenure-track	Failed search*
Psychology	Lecturer	Failed search*
English	Tenure-track, literature	Completed
English	Tenure-track, Composition and Rhetoric	Completed
Anthropology & Sociology	Tenure-track	Completed
Educational Studies	Lecturer	Completed

** As noted in January 2025 update. Both searches have been reopened.*

Update on New Majors

The four new majors added to the program array in 2022 and 2023 continue to thrive. Business and Marine Science, in particular, continue to surpass projections for the number of declared majors (see graph below) and Neuroscience and Performing Arts are on track with projections. Business is now the third most popular major, and Marine Science the fifth most popular (out of 24 majors). All programs have also begun to produce graduates; there are currently 63 students slated to graduate in the four programs combined, representing an astonishing 20% of the Class of 2025, especially given that two of the four programs have not yet had time to complete a full four-year cohort.

Declared Majors in New Programs



Middle States Reaffirmation of Accreditation: Successes in Building Assessment Culture

Following our successful campus visit from the Middle States reaffirmation of accreditation team, the Division of Academic Affairs is especially pleased to note the glowing review of our academic (student learning) assessment practices. In measuring the impressive distance the College has traveled since our last Middle States review, the Middle States team's comments led with an acknowledgement that we have moved from an assessment process driven by compliance to a culture that is faculty-led, faculty-owned, and focused on using assessment of student learning as part of a broader conversation about improving the curricular structure and experiences. This stands out from the current higher education landscape for all of the right reasons, and I am proud of our faculty for that recognition.

Within their comments, they were also complimentary of multiple elements that contributed to that transformation, including:

- the involvement of all academic units in the assessment process;
- the high rates of participation in assessment across the departments and across the faculty;
- the centralized coordination of efforts, supported by an expanded software infrastructure and dedicated positions in the Office of Institutional Research and Planning to with an emphasis on institutional assessment;
- the creation of the Coordinator of Transparent Teaching and Assessment position, particularly the fact that it is an active faculty member and not an administrative staff

- position;
- the innovation of the “year 4 reflection” within each assessment cycle, as a dedicated time to analyze assessment data and think about how to use it (the fact that this innovation was made in response to faculty requests about our assessment work likely caught their attention as well); and
- the use of direct and indirect data to assess students’ learning and preparation for life beyond SMCM.

In terms of areas of growth, the recommended further development of assessment processes for co-curricular experiences and programming, and, as recommended by the self-study results, an ongoing look at how the introduction of the LEAD professional pathways curriculum and overall initiative may have led to changes in alumni perceptions of their preparation for life beyond SMCM.

Program Student Ambassadors

Launched in fall 2024, the Program Student Ambassador (PSA) Internships represent a campus-wide collaboration that provides leadership opportunities for St. Mary’s College students who have shown a history of excellence within their declared program (major or minor). In AY 24-25 we had 30 PSAs (one allocated to each program) selected from a competitive application process and vetted by the individual programs.

The PSA interns receive high-caliber training from various campus offices so that they may, in turn, support their affiliated program across five main areas: recruitment events, external outreach, online presence, event management, and student engagement. In addition to these main support areas, PSA interns use their disciplinary expertise to assist their program point-person (chair/coordinator or other designated person in the program) in other areas needed to maintain program health. This may involve tasks such as researching peer aspirant institutions with similar programs, preparing disciplinary-specific materials for an event (such as a science demonstration or art exhibit), or other reasonable tasks identified by the program point-person.

These positions represent a role transition from student to colleague; the expectations of professionalism, problem solving, and initiative are higher than most other student positions on campus (the PSAs begin the year with official SMCM nametags and professional headshots--amplifying the students’ sense of pride and accountability). Additionally, the PSA roles directly address the Strategic Plan’s commitment to offer more leadership opportunities for students.

To assess the PSA program’s first year, we will first review the work that has been accomplished in AY24-25 by these students. At this time, the PSAs have logged roughly 2,500 hours of work for their programs including four open houses, two Admitted Students Days, and four campus fairs (career fairs, majors/minors fair, and study abroad fairs). They have received training during their [summer orientation](#) and in their [biweekly meetings](#) from some of the College’s top experts in various fields. As we build the program, offices on campus have started to turn to the PSAs for assistance on various tasks beyond our original scope. In addition to Academic Affairs, these offices include Community Outreach and Engagement, Enrollment Operations, Transfer Recruitment, and more. The PSAs assisted their academic programs in participating in Giving Tuesday, resulting in a significant increase in the number of academic programs that participated

versus last year. At the end of this first year of the program, we intend to survey the PSAs and the academic programs on the status of the program so that we can continue to refine it in the upcoming year.

One of the most distinctive aspects of this program is its capitalization on campus expertise. We have nationally recognized experts on campus in each of our divisions. By connecting those experts with the PSAs, we not only provide professional development to the PSAs themselves, but by extension to their programs. Additionally, by centralizing the PSA training, we are ensuring that *all* programs have equitable access to campus resources. These students are filling gaps in various areas that faculty/chairs have struggled to address for years.



Group of PSAs at the 4/5/25 Admitted Students Day (these students met with over 200 families)

Public art dedication, Dodge Performing Arts Center

On Wednesday, March 26, 2025, the College hosted a highly successful campus event to celebrate the dedication of a new work of public art in the Dodge Performing Arts Center.

This was the outcome of a competitive nationwide call for public art during the design phase of the building, funded by a \$300,000 earmark from the state and supplemental funds from the Maryland State Arts Council (MSAC). The selection committee included our own Art faculty, members from the St. Mary's County Arts Alliance, and the program director from MSAC. Nationally recognized sculptor and installation artist Aurora Robson was awarded the commission. "Lover's Spat" is a large sculpture suspended from the lobby ceiling, featuring

clustered, luminous shapes evocative of oyster shells. The elements were created from recycled medical-grade plastic waste, 3D-printed into lightweight, semi-transparent shells.



In the place of a formal dedication, the event began with a public lecture by Ms. Robson on her artistic process as a form of environmental activism. The lecture attracted a robust crowd of students (SMCM art majors brought great questions to the discussion), community members, and representatives from MSAC. Following the lecture, guests were invited into the lobby for brief remarks from President Jordan and the MSAC Public Art Project Director, and culminated in a ribbon cutting ceremony.



BOARD OF TRUSTEES
ACADEMIC AFFAIRS COMMITTEE

PRESIDENT OF THE FACULTY SENATE'S REPORT

April 14, 2025

Introduction

Where did the Spring Semester go? Faculty look forward to an announcement regarding President Jordan's successor as well as a resumption of the shared governance review discussion. Senate leadership will be meeting with department Chair's to discuss workload. That meeting is scheduled for 4/9/2025. The "transition" to Anthology continues to create major headaches for faculty, staff, and students. The negative impact on students is especially troubling and the failure to implement a functioning ERP has hindered faculty's ability to advise students and created considerable challenges for students as they try to plan their coming semesters. The Academic Affairs team, including Katie Gantz, Katie Arnett, Nick Tulley, Anthony Guzman, Maria Snyder, and Virginia Callis have worked diligently to create workarounds and bridge sites and other one time fixes. Anne Marie Brady in the President's Office has provided milestone updates for all students, but the reliance on ad hoc fixes cannot be sustained.

Pulse Survey

The Faculty Senate launched The Faculty Pulse survey to get a better, more timely sense of faculty perspectives on important topics. In addition to gathering responses to new issues, the Faculty Pulse Survey also tracks trends over time to better understand changes in faculty opinion. The [February 2025 Pulse Survey](#) included 7 questions ranging from the college's use of social media to the openness of the presidential search.

- Several faculty members had raised concerns regarding the college's use of social media sites that do not engage in fact-checking or do not have policies against posting misinformation or hate speech. The Senate was asked to measure faculty sentiment on this matter.
 - For the most part, faculty are comfortable with the college's social media use, with the exception of X (Twitter). 56% of respondents were "Uncomfortable" with the college's use of X. In written comments, respondents mentioned actions taken by the owner of X, Elon Musk, as well as the elimination of content moderation and fact checking. But there was also a widely expressed sentiment that while individual faculty may choose to limit which social media platforms they use, it's not feasible that the college not use these platforms as it would result in reduced visibility for the college, which could be too detrimental. As one respondent noted, "If engagement is based on posting materials advertising the college and what it is doing, I think this is fine."
- The October Pulse Survey revealed a marked increase in dissatisfaction with the Physical

Plant and Facilities Maintenance. Students have also raised concerns about the same. In an effort to better understand faculty concerns, please select any of the following that apply to your concerns regarding the Physical Plant and Facilities Maintenance.

- Building Maintenance and the related issue of Inadequate Staffing were the most common concerns cited. Respondents cited dirty or fading building exteriors, sidewalks still covered with snow or ice following weather events, and bathrooms lacking basic necessities like soap or paper towels. Several respondents mentioned problems with the ticket submission process and responsiveness, but noted that inadequate staffing may be behind this. As a side note, the student trustee on the Board raised similar concerns at the most recent Board meeting. This creates an opportunity for faculty and students to present a unified voice in calling for improvements.
- Faculty were asked if they were satisfied with the level of transparency in the college's presidential search.
 - A clear plurality of respondents indicated that they were not satisfied with the transparency of the Presidential search. Only $\frac{1}{3}$ were satisfied with the transparency and $\frac{1}{4}$ indicated that they were unsure. Timing mattered though with regard to respondent sentiments. Among those who completed the survey prior to Chair Bell's 2/10/25 email announcement that the finalists would not be meeting with the entire campus community, 41% were comfortable with the level of transparency and 52% were uncomfortable with it (the remaining were unsure). Among respondents who completed the survey after the 2/10/25 announcement, only 20% were comfortable with the level of transparency and 63% were uncomfortable with it (the rest were unsure).

Presidential Search

A cohort of faculty members met with the Presidential Search finalists in late February. The cohort members were selected by the faculty to represent a broad cross section of the programs and perspectives. The questions asked of the finalists by the faculty cohort were drawn from submissions by the faculty. With the search completed we all look forward to an announcement regarding the outcome of the search. Members of the Faculty Senate have expressed a desire to engage with the new president over the Summer.

Shared Governance

The faculty look forward to taking the next steps in the college's shared governance review. President Jordan's retirement and the search for a new College President resulted in a temporary postponement of follow up to the college's shared governance review, but we look forward to its resumption under the college's new president.

Academic Affairs, Chairs, and Associate Deans

Faculty Senate leadership will meet with Chairs on April 9 to discuss the Chairs' workload. The objective is to have a preliminary conversation on a few central issues: 1) what's going well in Chair interactions with the Associate Deans; 2) where are the points of friction; and 3) how might we brainstorm about the work that chairs do to redistribute, reprioritize, or eliminate some of those tasks all together? Based on this initial conversation, we intend to hold a joint Chairs/Senate retreat in August. The goal for Academic Affairs is to work toward better communication and some improved processes. On the Senate's side, the goal is to learn more about the Chairs' work so that they can advocate effectively.

New Committee Meeting Structure

Faculty understand and see the value in the switch to pre-Board meeting committee meetings, but it has caused some growing pains. The prior approach offered a degree of predictability as committee meetings took place on the Friday of scheduled Board meetings. This predictability was helpful given that faculty have no flexibility with regard to their teaching schedule - they cannot realistically cancel a class to attend a committee meeting. Faculty representatives to board committees have had difficulty reconciling the new committee meeting approach with their teaching schedule. The Faculty Senate approved a plan to have sitting Senators serve as proxies for any Board Committee representative unable to attend a scheduled meeting. Faculty Board Committee representatives are to contact the Faculty Senate to arrange for a Senator to fill in for them. This process should go smoothly for all of the Board Committees except for Finance, Investment, and Audit as that's the only Board committee on which the faculty have a vote. In consultation with Chair Bell it was determined that a Senator could serve as a proxy for the FIA committee representative so long as a specific Senator is identified as the sole proxy. The Senate voted to approve the Faculty Senate Vice President as the FIA proxy. Moving forward, it would be best to codify these changes via a Faculty Bylaws revision. We appreciate the Board working with us to find a method for faculty to have representation at these important meetings.

Transition to Anthology Student

The transition to Anthology continues to be a major problem for students and faculty. At present, there is no way for a faculty member to pull up a list of their advisees. Until recently there was no way to access an up to date transcript for an advisee. The transcript now available via Anthology leaves much to be desired as it does not reflect courses that a student may have dropped during the semester, does not display the course credits for a course, and does not make clear if it is displaying completed credits or attempted credits. There's no way to review a degree audit. It's entirely unclear if any progress has been made regarding the transition to Anthology since the Fall of 2024. In lieu of a functional ERP, VPAA Gantz and the entire Academic Affairs team have been creating ad hoc workarounds. Though their efforts are appreciated, the litany of one time fixes are time consuming and confusing - especially for students. For Fall 2025 advising, advising day was delayed by 3 weeks and faculty received final instructions for advising, via a series of emails and a slide presentation containing 47 slides, a week before advising day. Tweaks to the process continued throughout the week leading into advising day. Completing what was asked of us meant that advising day became advising week as we were tasked with doing manually what a functional ERP should be doing automatically. And there's still no indication as to when we will have a functional ERP.

Unfortunately, the transition to Anthology has attracted the attention of the Maryland Department of Legislative Services and [an audit released in Decembers](#) revealed some very troubling findings:

Our audit disclosed several concerns with the procurement and/or monitoring of three contracts for the implementation of a new enterprise resource planning (ERP) system. For example, the College could not justify and did not properly document significant increases to the cost of a project implementation contract. As of October 31, 2023, payments on the contract were \$1.4 million (or 40 percent) more than the base contract cost of \$3.5 million. In addition, we noted certain questionable activity related to the College's procurement of a contract with a vendor affiliated with a State university to assist with the ERP implementation, which raised questions about the propriety of the award. The College also did not adequately monitor this contract and could not justify or support modifications to

the contract payment terms and pricing.

The implications of this audit, which doesn't even cover more recent events, are troubling. The audit suggests a lack of oversight regarding the transition to Anthology and a disturbing mismanagement of funds. According to the audit, "The College did not adequately monitor and could not justify or support significant contract modifications to the project implementation contract, which was \$1.4 million over budget as of October 2023." To provide just a little perspective, that inappropriately spent and inadequately justified \$1.4 million would've provided funds sufficient to provide course releases for 30 program Chairs for the next 9.3 years. It would've provided funds sufficient to send faculty to nearly 1,100 conferences. The audit only covered Anthology management and payments as of October 2023 meaning that we have no way of knowing if the inadequate project monitoring cited by the audit has continued. But at a time when faculty are told that the college lacks the resources to support the hiring of adjuncts, fund new faculty lines, or provide support for program Chairs, and given Maryland's current budget struggles, the findings of the audit are... frustrating.

Beyond the cost overruns, the legislative audit further determined that:

The College did not monitor the contract to ensure the project was progressing on schedule. The contract provided that the vendor was to provide the College with a project schedule, risk assessment plan, and project management plan to help monitor the progress of the project. Our review disclosed that the College did not obtain this information and accordingly was unable to properly monitor the contract.

Faculty and students are being asked to pay the price for this lack of monitoring and oversight by learning and taking on time consuming and ad hoc workarounds and we still do not have any idea as to when a functioning ERP will be in place. We do not even have a point person to contact regarding the Anthology transition. As I am finishing this report I find myself between advising appointments. I can tell you that students are extremely frustrated with the lack of progress in the Anthology implementation and annoyed by what they are being asked to do to register for the Fall semester. Among my advisees, only one was even aware that they had been sent instructions for Fall 2025 registration. Given the crucial role that advising and scheduling play in student satisfaction and retention the Anthology transition cannot continue as it has.

Respectfully submitted,



Todd Eberly, Ph.D.
President, Faculty Senate

Taking the LEAD Campaign Dashboard

How HIGH Can We Fly?

As of March 31, 2025

LEAD Campaign Overview

	CUMULATIVE METRICS
Campaign Goal	\$ 20,000,000
Total Raised to Date (Total Value of Gifts/Pledges)	\$ 22,459,925
Balance of Outstanding Pledges and Unrealized Planned Gifts	\$ 7,096,313
Percent Raised toward \$20m Goal	112.30%

	FY21-FY24 Total	FY2025 YTD (\$3M Goal)	Total Campaign
Annual Total Raised	\$ 20,281,299	\$ 2,178,625	\$ 22,459,924
Annual Total Number of Major Gift Donors (\$10,000 and up)	\$ 162	\$ 24	\$ 186
Total Value of Major Gifts (\$10,000+)	\$ 17,780,448	\$ 1,533,065	\$ 19,313,513
Number of New Pledges	88	14	102
Value of New Pledges	\$ 7,929,833	\$ 713,411	\$ 8,643,244
Number of New Planned Gifts	5	6	11
Value of New Planned Gifts	\$ 4,823,735	\$ 241,790	\$ 5,065,525

LEAD Campaign Priorities

Total Dollars Raised	FY21-FY24 Total	FY2025 YTD	Total Campaign
LEAD General Fund	\$ 3,508,497	\$ 755,492	\$ 4,263,989
New Academic Programs—Business Administration	\$ 411,005	\$ 402,900	\$ 813,905
New Academic Programs—Marine Science	\$ 320,368	\$ 58,401	\$ 378,770
New Academic Programs—Neuroscience	\$ 52,190	\$ 1,210	\$ 53,400
New Academic Programs—Performing Arts	\$ 1,568,989	\$ 4,200	\$ 1,573,189
Enhanced Curricular Support	\$ 1,302,549	\$ 168,396	\$ 1,470,944
Residence Hall Fund	-	\$ 29,725	\$ 29,725
Co-Curricular Support	\$ 459,376	\$ -	\$ 459,376
Honors College Promise	\$ 303,004	\$ 8,048	\$ 311,052
IDEAA	\$ 6,250	\$ 14	\$ 6,264
Scholarship Support	\$ 7,546,356	\$ 306,320	\$ 7,852,676
St. Mary's Fund	\$ 824,096	\$ 76,478	\$ 900,574
Unrestricted Endowment	\$ 2,502,200	\$ 2,000	\$ 2,504,200
Other	\$ 1,476,420	\$ 365,442	\$ 1,841,862
TOTAL	\$ 20,281,299	\$ 2,178,625	\$ 22,459,924



**BOARD OF TRUSTEES
INSTITUTIONAL ADVANCEMENT COMMITTEE**

INSTITUTIONAL ADVANCEMENT REPORT

Date of Meeting: April 16, 2025

Reporter: Carolyn Curry, vice president of Institutional Advancement

Institutional Advancement (IA) is comprised of the units of development, integrated marketing and communications, alumni relations, events and conferences and the Dodge Performing Arts Center (Dodge PAC). IA's strategic focus is to ensure a strong future for St. Mary's College of Maryland in an intensely competitive environment by advancing the College's reputation and brand as the National Public Honors College, inspiring philanthropy, strengthening alumni engagement and establishing the institution as a cultural hub for the region.

IA aligned its four goals with *The Rising Tide* strategic plan through the reporting period February 2025 – May 2025 as illustrated in selected progress points.

Fundraising for the Taking the LEAD Campaign

Giving to date: As of June 2024, the Taking the LEAD campaign surpassed its \$20M goal a year ahead of schedule raising \$20,281,299. The campaign transitioned to the How High Can We Fly? phase which will conclude in June 2025, with a 2024-25 goal of \$3M. To date \$2,178,625 has been raised toward that annual goal with 87% in current funds. Overall, \$22.4 million has been raised for the campaign with 54% allocated to current funds and 46% to endowed funds. Campaign updates and impact can be tracked at go.smcm.edu/taking-the-lead/ as well as from the campaign dashboard with the IAC materials. Among activities during the reporting period:

- *Residence Hall modernization:* A major donor-driven fundraising initiative is underway for student living space upgrades this summer in one traditional residence hall, aiming to catalyze donations in the future for others. Don Stabile, professor of the College and major donor, is helping the development team with a matching gift challenge. To date, \$529,725 in current funds has been donated.
- *Planned Giving:* About 1,000 alumni are being cultivated for planned gifts. Foundation Director Scott Raspa '86, who made the College's largest planned gift (\$4M), is collaborating on outreach with the team. Six planned gifts totaling \$241,790 have been secured in the reporting period.
- *Grants:* \$174,765 (15 entities) has been received in corporate and foundation grants and sponsorships during this reporting period, with several others under consideration or development.

Cultivation and stewardship: To strengthen the donor pipeline, engage alumni and offer an opportunity for alumni, parents and friends to thank President Jordan for her 11 years of leadership, the Alumni Relations and Development teams produced the following gatherings to add to the ones noted in the last reporting cycle:

- *January 16-18:* Florida was the site for four events reaching 40+ participants. The team gathered in Jacksonville, Orlando, Fort Myers and Tampa with the latter attended by President Jordan.
- *February 21-22:* Portland and Seattle were the locations for two gatherings on the West Coast, both attended by President Jordan. About 40 participants attended.
- *March 21-22:* New England was the site for three gatherings with 50+ participants. The team gathered in Portland, Maine and Newport, Rhode Island culminating in Boston with President Jordan.

Thanking donors as the Taking the LEAD campaign ends in June is a priority to maintain the momentum for future giving. The team, assisted by Campaign Steering Committee members, thanked donors April 4 at the campuswide celebration for President Jordan. Similar efforts will be undertaken at Alumni Weekend June 13-14 and during the Mulberry Music Festival June 20. At the latter, the team, along with the Campaign Steering Committee, will be hosting a pre-festival reception in honor of those who have donated \$5,000 or more over the course of the campaign.

Related Activities: The team assisted with the annual Awards Convocation April 11, including overseeing 36 named fund awards to 41 recipients totaling \$32,416. Among other activities:

- Organizing the annual Landers Scholars meeting for the Landers Trust on April 24 where the team presents the impact of the Landers philanthropy and Trust officials have the opportunity to meet with Scholars and connect with those who directly oversee the program.
- Accompanied 20 students in March to JP Morgan's "Morning with Morgan" program in Washington, DC organized by the Center for Professional and Career Development. JP Morgan is the investment partner with the SMCM Foundation and regularly educates students about internships and employment at its firm.
- Applied the spend rate (an all-time high of 4.95%) as set annually by the SMCM Foundation to each endowed fund inclusive of scholarships. The effort has yielded more than \$1.1M in 2025-26 from endowed scholarships for leveraging by Student Financial Assistance.

Increasing SMCM's Standing as the College of Choice

Enrollment Marketing: The IA integrated marketing team assists in realizing Admission funnel goals through multiple and targeted communication strategies. A sampling of actions is as follows:

- *Key page views:* Traffic through March 30 to key Admission pages, including visit pages and How to Apply, compared to 2023-24: pageviews are up 32% to 277k and users are up 60% to 165k. The team recently launched an additional aggressive digital campaign through spring.
- *Out -of -state:* The team created highly targeted digital video campaigns, backed by internet, display and social media retargeting, to support Admission outreach to select out-of-state markets. During the fall portion of the campaign (November through January) analysis showed 42% of new prospects or applicants during the period had been exposed to the videos. For the spring (March through May), nearly 160,000 video impressions plus an additional 23,000 retargeting impressions were served in March alone, resulting in over 1,100 website visits. The most visited page was “Campus Visit.” Overall, pageviews of Admission-related pages by users outside Maryland are up 32% year to year.
- *Print assets:* The team is currently redoing the entire viewbook for the 2025-26 marketing cycle with input from Admission; the team is also overseeing a several day photo shoot to complement the new messaging and design. The new viewbook will set the standard for messaging and marketing updates in smaller Admission communiques produced.
- *Third party validation:* The team added to its national awards by landing four Admission-related accolades in the 40th Annual Educational Advertising Awards announced March 11. The team won golds both for its Quick Fact card and for its total digital marketing campaign for fall Admission recruitment. It also won silver for its Admission location brochure and a merit recognition for its prospective student viewbook design.

Alumni Engagement: Choosing to have alumni engage in strategic SMCM activities is the goal of the Alumni Relations team through bi-monthly communiques, e-newsletters and social media. Within digital media engagements, Instagram is significantly up over the same period last year with strong audience growth (+20.6% at 1,789) and higher total engagements (+126.9% at 2,632). The Alumni Relations team partnered with Development to take Seahawks on the Road (see tours noted earlier in this report). Among the results: the trip to California last semester garnered enough signatures to have a new alumni chapter formed and a new chapter president stepped up to lead the Boston Regional Alumni Chapter. Other updates include:

- *Bay to Bay Service Days (throughout April):* Kicking off with a plethora of College and county area events on April 6—in which President Jordan participated—more than 14

projects are on tap throughout Maryland, Washington, D.C., Philadelphia, Boston, New York, Seattle, among others. While final numbers will not be tallied until May, already more than double have signed up over last year (173 to date). This year, Alumni Relations partnered with the Office of Community Outreach and Engagement and the Center for Career and Professional Development to expand ways students could engage in service projects.

- *Mentor-a-Seahawk:* In connection with the Center for Career and Professional Development, Alumni Relations recruited 300 alumni mentors to date for spring whereby 362 students were matched.
- *Refer-a-Seahawk:* 40 alumni to date have referred 46 prospective students, progressing toward the FY25 goal of 67 referrals.
- *Event engagement:* Alumni Relations also co-produces with Athletics the annual Spring Break-a-Sweat (April 12) and produces Alumni Weekend June 12-15 to offer alumni chances to engage in the College and network among friends. It also celebrates soon-to-be-alumni with an Almost Alumni Cookout in May for seniors.

Affinity Marketing: The integrated marketing team continues to enhance SMCM's online presence by updating and creating fresh content across numerous webpages. The parent/family online newsletter has resulted in 2.5k click-throughs in the reporting period (four issues) meaning that users are clicking to related information of interest. Also of note:

- A new paid social media campaign just kicked in to boost external LEAD pageviews with initial results coming in June 2025.
- Throughout the spring, efforts will continue to purge outdated web pages and content in partnership with departments across campus as well as work on web accessibility issues.
- A new template to increase content engagement among key department pages is being tested for summer implementation.
- Each day the team produces a SMCMDaily newsletter for all faculty and staff and The Current, a web-based student communications platform. Link tracking shows clicks on faculty/staff/student emails driving to these vehicles are up approximately 13% to 2.2k click-throughs per month. Baseline traffic for The Current shows approximately 2.1k visits per month.

Advancing The National Public Honors College and LEAD

The winter Mulberry Tree magazine (reaching 14,000 readers) spotlighted the Taking the LEAD fundraising campaign and the impact of donations on LEAD initiatives. It also focused on the breadth and depth of alumni engagement. Among other tactics employed in the reporting period:

- LEAD visibility: a new paid social media campaign just kicked in to boost external LEAD pageviews with initial results coming in June 2025.
- The team generated 40+ unique media stories over the reporting period (exclusive of event marketing and not including stories resent via social media); check inside.smcm.edu/news for details.
- The College's ranking achievements are leveraged across ads, social media and promotional materials. Visits to the College Rankings webpage grew by 8% in the reporting period.
- Middle States: The team assisted with publicity for the onsite accreditation visit in March as well as designed the final report for submission, posted on the website for the internal community.
- IA's video intern Anthony Lanzano '25 was recognized in March with a merit award from the 40th Annual Educational Advertising Awards for the Chiles Homesite Anthropology Excavation video in partnership with Professor of Anthropology Liza Gijanto and her students.
- IA produced on April 4 a campus wide Celebration of the Legacy of President Jordan in the Dodge PAC, complete with tributes from key campus constituencies and a video snapshot of her 11 years. A reception followed with special snacks and swag; about 400 attended.

Enhancing SMCM as a Cultural Hub and Sought-after Regional Resource

In ongoing efforts to promote the Commemorative to Enslaved Peoples of Southern Maryland, pageviews are up 21% through March when compared to the same time last year. Among other initiatives:

Events: During the reporting period, IA marketed and supported the following events, among others, ensuring that the College's brand and image were elevated: MLK Day speaker event (350 attendees up 230% over last year), an Evening with Lucille Clifton (52 attendees), and Mark Twain event with Rainn Wilson (708 attendees up 26%). The team is also supporting the Trailblazer Dinner (April 10), the Awards Convocation (April 11), Commencement (May 10), Alumni Weekend (June 13-14) and the Mulberry Music Festival (June 20). The Events staff oversees summer conferences beginning on June 22 (eight scheduled). The team also manages the new venue scheduling system and has trained 179 users to date.

Dodge Performing Arts Center: In FY24, 50 events drew a total of 7,355 attendees, averaging 147 attendees per event. In FY25, 41 events drew 6,392 attendees, averaging 156 per event. The reduction in total events in FY25 has been a strategic decision to streamline programming and focus on maximizing use of the primary performance spaces---the Concert Hall and Recital Hall. This approach has improved access for the Music Department and its students while also

boosting revenue potential through increased rentals and ticketed events. Currently, the Dodge PAC's net income for FY25 stands at \$112,691, an increase of 19% over all FY24.

Since July 1, ten events have reached "sold out" status (i.e., all tickets claimed, though not actual attendance due to melt). Of these, three were paid ticketed events -- Danu, The Reagan Years and the Twain Lecture Series presents Rainn Wilson—all of which generated profits.

- *Community outreach:* The Dodge PAC is establishing itself as a premier place where artists in the community and region want to perform and where audience members want to hear them. Significantly, more artist managers are reaching out to the Dodge PAC to host their artists showing that it is being recognized as a desired venue. Also, revenue-generating partnerships with groups like Ballet Caliente, the Chesapeake Orchestra, COSMIC Symphony, and most recently St. Maries Choral Arts, transform SMCM into a regional hub.
- *Student outreach:* Keith Hinton, interim executive director of the Dodge PAC, is collaborating with the Music Department to develop students as lead technical operators for student performances and assist professional technical operators with professional events. He is also working to attract non-music students to engage in technical field areas as well.
- *Art installation:* A commissioned piece by artist Aurora Robson was dedicated in a lecture/ribbon cutting event March 26 led by Academic Affairs and made possible by the State of Maryland and the Maryland State Arts Council.
- *Integrated marketing:* A distinctive logo complementing the College logo was created for the Dodge PAC that is now featured on its website and on promotional materials. As third-party validation, the integrated marketing team won a prestigious gold award in March for the logo in the 40th Annual Educational Advertising Awards. The team also expanded the Dodge PAC website encompassing multiple pages with a more navigable layout. Year over year, the Dodge PAC home page has generated a 15% increase in pageviews.



**BOARD OF TRUSTEES
INSTITUTIONAL ADVANCEMENT COMMITTEE**

SMCM ALUMNI ASSOCIATION REPORT

Date of Meeting: April 16, 2025

Reporter: Kate Fritz '04, SMCM Alumni Association president

The Alumni Council had been working hard preparing for a busy season of events as the weather warms.

Bay to Bay Service – Throughout April, we kick off our 8th annual Bay to Bay Service Days with 14 group service events in partnership with Alumni Relations, regional alumni chapter presidents and other alumni project leaders. Alumni, students and SMCM supporters can sign up at <https://www.smcm.edu/alumni/bay-to-bay-service-days>. Trustees welcome!

Alumni Weekend – June 12-15 is fast approaching and registration is open. With over 1,200 alumni and family members expected, this year's celebration will include the conclusion of the Taking the LEAD campaign and a chance to bid farewell to President Jordan. Trustees welcome!

Alumni Council Scholarship and Recognition Committees – The groups will announce award winners in mid-April to be honored at Alumni Weekend and will announce scholarship recipients by July 1.

Regional Chapters – Significant progress has been made in strengthening our regional alumni chapters, one of the priorities set at the Alumni Council retreat last summer. In November, President Jordan joined the Alumni Relations and Development staff in California where twice the required signatures were obtained to submit a petition to establish a chapter. In February, the Alumni Council approved the petition, officially establishing the Southern California Regional Alumni Chapter, our first new chapter in over five years. Megan Erickson '99 was also welcomed as the new president of the Boston Regional Alumni Chapter.

Supporting Students – A focus of our alumni engagement is to support students. The Alumni Council, including many of its members, joined the 300 alumni this semester for the Mentor-a-Seahawk program, providing guidance to 362 students in the LEAD 112 course. This initiative continues to be a meaningful way for alumni to connect with students while supporting the College's *Rising Tide* strategic plan.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
CAMPUS LIFE COMMITTEE
MEETING OF APRIL 18, 2025**

**ACTION ITEM 2425-26
APPROVAL OF THE 2025 CULTURAL DIVERSITY REPORT**

RECOMMENDED ACTION

The Campus Life Committee recommends approval by the Board of Trustees, St. Mary's College of Maryland, of the College's 2025 Cultural Diversity Report for submission to the Maryland Higher Education Commission.

RATIONALE

In accordance with §11-406 of the Education Article, the governing body of each Maryland public college and university is required to develop and implement a plan for a program of cultural diversity. These plans must be submitted to each institution's board by July 1. Further, the statute requires that each institution submit, by September 1 of each year, a report to the Maryland Higher Education Commission (MHEC) summarizing institutional progress toward the implementation of its plan for cultural diversity. According to statute, the Commission must monitor each institution's progress toward achieving the goals outlined in its plan and ensure compliance with the State's goals for higher education. Additionally, the Commission is required to report its findings to the Senate Education, Health, and Environmental Affairs Committee; the Senate Budget and Taxation Committee; the House Appropriations Committee; and the House Committee on Ways and Means by December 1 of each year.

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
CAMPUS LIFE COMMITTEE**

ACTION ITEM 2425-27

CONSENSUAL RELATIONSHIP POLICY

RECOMMENDATION

The Campus Life Committee recommends that the Board of Trustees approve the Consensual Relationship Policy.

RATIONALE

The College is committed to protecting both Employee and student interests regarding academic freedom, freedom of expression, and intellectual inquiry, these are best protected by a common understanding and avoidance of unprofessional relationships. To this end, the restrictions defined in this Policy create boundaries and expectations regarding professional and appropriate Employee-Student relationships



BOARD OF TRUSTEES CAMPUS LIFE COMMITTEE

VICE PRESIDENT FOR STUDENT AFFAIRS REPORT

Executive Summary

The Student Affairs team focuses on its goals of increasing student and community engagement, promoting wellness and safety, remaining compliant with higher education laws, and offering support and resources to ensure students can thrive at SMCM. Student athletes continue to show excellence on the field/court and in their classrooms. Internship opportunities are helping students explore career goals and become more engaged learners in the classrooms. With expanded services, both Counseling Services and Health Services are meeting students' evolving needs. Public Safety's new security model with increased training of officers and new campus safety enhancements have led to positive relationships with the entire campus. Student Affairs remains compliant with Title IX and American with Disabilities Act laws. Title IX and Office of Accessibility Services have expanded their respective outreach beyond training and education to outreach to make sure all students feel welcomed and that they belong.

Student and Community Engagement

Athletics

Athletic teams had 100% participation in postseason play through the fall and winter seasons. While our student athletes are busy with intercollegiate competitions, they continued to maintain an overall men's and women's grade point averages over 3.0 and participate in service activities lead by the Student Athletic Advisory Committee (SAAC). SAAC sponsored its fifth consecutive mental health awareness week this spring, bringing to campus alumni and professionals to discuss methods on supporting students' mental health and well-being.

Through the Winter season our varsity teams are currently in the top 100 Learfield Cup standings and currently sits first in the United East (athletic conference) President's Cup with 7 conference championship titles (Women's Basketball - #1 overall seed, Women's Track and Field, Men's Track and Field, Women's Swimming, Women's Cross Country, Women's Field Hockey, and Men's Soccer). In recognition of the department's work, SMCM won the 2025 NCAA Minority Opportunities Athletics Association (MOAA) Division III Award for Diversity and Inclusion. MOAA is awarded based on community service, professional development, hiring practices or

programming activities that enhance opportunities for people of diverse cultures, backgrounds and experiences.

Student Activities

Student clubs and organizations produced 331 events for the academic year, which was 10 more than last year. The Student Government Association (SGA) Programming Board sponsored 44 of the events. The semester kicked off with a Week of Welcome events which included mini golf tournaments, an arcade day on the Campus Center Patio, Sign Shops, and Daniel Martin, a magician at the Performing Arts Center, with almost 400 students in attendance.

SGA approved ten new clubs with interest areas ranging from debate to physics. There were two notable bills passed by SGA, one to provide free coffee from both the Daily Grind and Brew'd Awakening to students and the second, to thank the staff in the Physical Plant with Yeti drink Tumblers for all they do to keep the campus looking its best.

The SGA's Treasurer worked this year to clean, review and reallocate SGA's budget. There were multiple line items in the budget that were not utilized and many other areas that were underfunded. The executive board of SGA met several times to do a deep dive into the budget to make spending more equitable throughout SGA funded lines.

The River Runner Shuttle continued its twice monthly shuttles home this spring but shifted its twice weekly shopping shuttle to Wednesday and Friday due to student demand. New in the spring were stops to Leonardtown for First Fridays. Ridership continues to increase with students asking for a way to track the location of the River Runner to better anticipate its arrival and departure times at each location. We are currently investigating how to meet this need.

Solomon's Shoppe, food and clothing pantry, changed to a "DoorDash" style system for students to select the food items they need. Student worker bagged the items for pick up. We have provided 107 deliveries this year. Previously, Solomon Shoppe was open 24/7 and card reader data showed over 7K card swipes last academic year. With student staff and campus staff and students visiting the Residence Life Office it was hard to discern visits vs. usage. By switching to this new system, it will allow us to track individual usage each year.

Center for Career and Professional Development (CCPD)

The Center for Career & Professional Development (CCPD) at St. Mary's College of Maryland is dedicated to enhancing student success through a comprehensive array of career development initiatives. CCPD's programs are designed to equip students with the skills, experiences, and connections necessary for thriving in their chosen careers. CCPD comprises two distinct yet complementary functions: career development and professional pathways. While these functional areas operate independent programs, they are both critical to the success of students.

The Signature Honors Internship Program (SHIP) is robust and offers a variety of internship opportunities that correspond to majors at SMCM. SHIP enhances student experiences, success, and employability. So far this year CCPD has received **673** internship funding requests of which **454** internships have been filled by SMCM students. This included **202** SHIP-funded, **163**

internships funded by other sources (Academic Affairs, the Patuxent Partnership SoMD 2023 Workforce Development, The Dream.US and Federal Work-Study), and **89 credit-bearing**. In addition to Handshake (a career social network used to advertise jobs and internships), CCPD has created a [SHIP at SMCM](#) internship Google Site, showcasing **167 unique and special internship opportunities** offered by local/regional employer partners and organizations. A detailed summary of internships by semesters can be found in Addendum #1.

Student-Career Mentors hosted a total of **1,301** student meetings, providing feedback on professional documents, career development guidance, and job/internship search assistance. In addition, the intern capstone project, Senior Summit, matched 14 seniors with career mentors. These efforts demonstrate the dedication and impact of our student leaders in supporting their peers and enhancing the Professional Pathways program.

As a result of the federal government layoffs and hiring freeze CCPD had a lower employer attendance and fewer internship/job offers at its spring Career & Internship Fair. In fall 2024, **70 employers** participated, 674 students attended **with 33.7%** of students reporting a job or internship offer, compared to **51 employers** participating, 540 students attending **with 28.3%** of students reporting receiving an offer for an interview, internship or job on the spot this spring. It's critical for CCPD to continue to engage with local, regional, and national partners to provide up-to-date and unique opportunities for our students. This includes participating on advisory boards, speaking at conferences, and volunteering in our community. The CCPD staff are also active in regional national organizations such as the National Association of Colleges and Employers (NACE).

Community Outreach and Engagement (OCOE)

The Office of Community Outreach and Engagement (OCOE) launched in August 2024. Located in Daugherty-Palmer Commons (DPC), it is staffed by a director (Caroline King) and a community affairs liaison (Kelsey Bush). They have focused their efforts during this inaugural year on 1) strategic planning, structure, and organization within the office; 2) conducting outreach to the campus community and the greater Southern Maryland community to build awareness of the office and seek input/feedback on the office's priorities and activities; and 3) beginning to institutionalize community engagement by developing key partnerships and programming.

Guided by Pillar IV of *The Rising Tide* strategic plan, the OCOE director created an annual assessment plan based largely on the goals set forth in that document. She also considered the Carnegie Foundation standards for community engagement and researched successful community engagement programs at peer institutions. As an outcome of the planning process, OCOE adopted the following mission statement: *"The Office of Community Outreach and Engagement (OCOE) enriches campus and community life by advancing meaningful, mutually beneficial partnerships that support community-based learning and contribute to building a more equitable, thriving, and resilient Southern Maryland."*

OCOE established and appointed members to a Community Engagement Council (CEC). Composed of students, faculty/staff, and community members, the CEC is intended to advise the office and is tasked with conducting a need and opportunities assessment. CEC members are

encouraged to participate in campus-community activities and to share information with their networks. In total, the office connected with over **75 external organizations** and spoke with hundreds of community members during the course of the year.

OCOE worked with Integrated Marketing and Communications to develop a [“Community Hub”](#) section of the SMCM website, which is intended to provide information to community members about campus resources. OCOE also prepared the content for the [Office of Community Outreach and Engagement](#) site, which is targeted toward students, faculty, staff, and community partners.

In partnership, OCOE established an SMCM **Civic Engagement Team**, with staff from the Center for the Study of Democracy (CSD), SGA, and the Multicultural Programs Office. The team produced events and materials designed to promote voter registration, civic engagement, and participation in the 2024 election. Other key partnerships include the College of Southern Maryland (CSM) Nonprofit Institute, OCOE hosted its inaugural **“Volunteerism Day”** event in September, attended by nearly **30 nonprofit organizations** from throughout the Southern Maryland region. Approximately **50 students and 15 staff members** attended the event to learn about service opportunities, and organizations enjoyed networking with one another. On campus OCOE is partnering with the Environmental Studies Department to successfully apply for SMCM’s Kate Chandler Campus Community Farm (Kate Farm) to serve as a host site for a Chesapeake Conservation & Climate Corps (CCCC) member during the 2025-26 year. This CCCC member will help manage Kate Farm and work with OCOE to incorporate community engagement into operations at the farm.

Finally, OCOE has worked with two faculty members to develop community-based learning courses, one of which – “Coastal Community Resilience” – was offered this spring. The other – an Anthropology/Sociology course – will be offered next year. The office has also connected faculty with outside organizations for research opportunities and arranged for faculty to speak at a speaker series held at a local restaurant.

This summer will be busy for OCOE participating in community events and preparing for the next academic year. Plans for next year include an emphasis on intergenerational programs, including a series of Campus Community Conversations and participation in the One Maryland, One Book initiative. The office will also offer training to faculty and staff on community engagement methods, and networking opportunities for faculty who are teaching or interested in teaching community-based learning (CBL) courses. The Civic Engagement Team plans to organize field trips, including a visit to the U.S. Capitol.

Residence Life

Prince George and Caroline Halls received a lobby refresh over the winter break period, including new flooring in the lobbies, paint and new furniture. Queen Anne received new lobby floors and is on track to be repainted and receive new lobby furniture soon. Prince George is projected to complete a bathroom remodel in Summer 2025, which will allow the full building to operate as an open and inclusive housing hall as preferred by the students. Students are happy with the updating (painting, new flooring, and furniture) taking place in the residence halls.

We continue to see an increase in students applying to return to live on campus (966-fall 2025, 943-fall 2024, 875-fall 2023). To better meet the needs of upper-class returning students,

Residence Life changed its programming plan to bi-weekly programs with a wider scope in effort to increase attendance and decrease program fatigue in the halls. This plan was put in place last year in the suites, houses and apartments and was implemented successfully in the traditional halls starting Fall 2024. In addition to these efforts, the Area Coordinator staff were tasked with holding weekly office hours in the buildings to meet students and complete weekly building maintenance checks of the common spaces; this effort has allowed the professional staff to receive earlier information as problems arise.

Wellness and Safety

Counseling Services

Counseling Services (CS) offers a variety of services to the campus community, including individual and group counseling, wellness focused workshops, consultation for mental health questions and concerns, case management and referral services, and the Peer Health Educator program (see Addendum #3 for academic year service totals). Further, CS hosts a 24/7 campus help line, ProtoCall, and Welltrack Connect, a referral system that links students to mental health providers off campus.

CS collaborates with other departments on campus to provide informational sessions on topics such as anxiety and stress reduction. Similar programs have been facilitated by CS staff to students during the “Don’t Cancel that Class” series when faculty aren’t able to be present. Mental Health First Aid Adult Certification classes are available to interested campus community members who are seeking training to help identify mental health crises and guide individuals to support. CS was excited to relocate into Margaret Brent Hall in the Fall of 2024, allowing expansion of services to include a counseling group space, peer health educator (PHE) room, two virtual telehealth rooms, and a meditation/calm room. The PHEs provided educational outreach activities for mental, physical and sexual health. In total, the PHEs led 16 events this academic year and collaborated with other departments to co-host events.

Health Services

Health Services (HS) offers several outreach programs (Caring Corner, Harm Reduction and Reproductive Health Care) to better meet the needs of students in addition to clinical services. The *Caring Corner* aims to fill the resource gaps of underserved students by providing personal care items such as menstrual products, toothpaste, soap, shampoo, socks, and other essentials at no cost. This program promotes self-care, confidence, and student success. It is available Monday through Friday and serves dozens of students daily. This year, the *Caring Corner* received \$2,500 from the SGA to add products to the shelves. Students can also walk in at any time to pick up free over-the-counter medications and first aid supplies without an appointment through the *Self-Care Clinic*. Harm reduction provides emergency opioid overdose training with kits stocked in all residence halls with Narcan®. Faculty and staff could also receive training materials and Narcan® upon request. HS is a repository for safe medication disposal for all campus members, along with offering a needle box exchange program. And reproductive health care on campus includes STI screening and treatment, contraceptive care, same-day no-cost emergency contraception, pregnancy testing, referrals, insertion of long-acting reversible

contraception, administration of hormone replacement medication, and education regarding high-risk behaviors. Free barrier contraception was provided to students 24/7 in the residence halls. Additionally, as a result of plant funds, HS was able to begin assembling an Exam Room #4, which will serve as a reproductive health care suite, providing added privacy and comfort.

Students come to HS with acute and chronic medical issues, often requiring a higher level of care. Nurse case management and care coordination are utilized for specialty referrals, insurance authorizations, and other interventions. Our nurse practitioner treats illnesses and injuries, guides follow-up care, orders diagnostic testing, and facilitates care for chronic disease management. Suturing, nebulizer treatments, IV hydration and medication, ear irrigation, and EKGs are just some of the services available. As a result, students traveled off-campus less often to receive care from local providers and facilities which may be why the Office of Student Affairs received no requests for off-campus transportation for medical reasons this past fall 2025. In comparison, we had 12 medical transports in fall 2023, 3 in spring 2024, and 2 recently in spring 2025. See Addendum #3 for a summary of clinical utilization services.

Public Safety

The Office of Public Safety continues to advance its mission of fostering a secure, inclusive, and connected campus environment through strategic training initiatives, community engagement, and infrastructure improvements. This academic year the department has prioritized professional development, strengthened relations with campus community, made campus safety enhancements funded by grant initiatives, and continued to enhance operational readiness.

The entire department has completed trainings in Maryland State-Mandated Crowd Management Training, Neurodiversity Awareness Training, Anaphylaxis Response Training, and CPR. Additionally, the department is scheduled to participate in a Trauma-Informed Care training in June, which will focus on recognizing and appropriately responding to individuals impacted by trauma—an increasingly essential skill in modern policing.

Public Safety continues to prioritize its role as a visible, approachable, and supportive presence within the college community. Key community engagement and outreach initiatives and events include sporting event presence, RA partnerships, Public Safety Advisory Board and direct engagement with students (softball game, drug prevention and cupcakes, barbershop talks with Public Safety Officers and decompress with Public Safety with recreational basketball games).

The department has made notable progress on campus safety enhancements. A total of 24 high-definition cameras have been installed across campus to improve visibility, deter misconduct, and aid in investigations. The installation of card access readers across campus is scheduled to begin immediately following Commencement, furthering the College's commitment to a secure and accountable access system for campus facilities. Further, a lighting project is expected to begin in the coming weeks. This initiative is focused on improving visibility during nighttime hours and enhancing perceptions of safety throughout key campus areas.

Public Safety continues to maintain operational excellence through proactive enforcement and responsive service. Since August 2024, the department has filed a total of **321 reports**, a slight increase from **317 reports** during the same timeframe last year. This reflects consistent activity

and documentation practices across the department. A total of **2,109 parking citations** have been issued, compared to **1,265** during the same reporting period last year. This **66% increase** is directly attributed to improved officer staffing and a more proactive enforcement approach following a rise in community complaints about unauthorized and unsafe parking across campus.

Compliance and Support

The Office of Accessibility Services (OAS)

The Office of Accessibility Services (OAS) welcomed a new Coordinator of Accessibility Services, Amy Baker, in February 2025. Within the last year, the team revised, re-established, or created new internal protocols to support the workflows behind various accommodation requests, reviews, and decisions. OAS has created daily drop-in hours for students to come by the office for quick check-ins, in addition to the scheduled appointments each day. Amy's hiring has returned capacity to the office to focus on improving OAS engagement through outreach, surveys, and student training to effectively use the assistive technologies behind some of the accommodations.

When students request accommodations from OAS, they self-describe their diagnosis and/or health needs. The patterns OAS have seen over the last seven years continue: most students are reporting multiple categories of diagnosis and need. Over 86% have disabilities and needs that are invisible to others. About 68% of the students self-disclose some form of neurodiversity, including ADHD, Autism Spectrum Disorder, dyslexia, and other learning disabilities. About 67% of students self-disclose mental health needs, including anxiety, depression, PTSD, and obsessive-compulsive disorders. About 16% of students report a significant health condition, like Postural Orthostatic Tachycardia Syndrome (POTS), migraines, and diabetes. OAS also handles managing temporary accommodations for short-term disabling conditions, such as concussions and surgeries.

OAS ended fall 2024 with a total of 309 requests for support. This spring (as of April 1st), 245 students have requested or activated accommodations for support from OAS. Consistent with the 2023-2024 academic year, more students requested or renewed accommodations in the Fall than in the Spring. These contact rates with OAS mean that about 20% of all students have sought or received academic, residential, and/or dining support under the ADA this year.

Year to year, the number of students connected fluctuates for a multitude of reasons. Some students are no longer recorded due to expiration of temporary accommodations, graduation, or non-renewals. *Accommodate* (software tool used to track student accommodation requests) shows approximately about 554 undergraduate students have been connected to OAS this year one way or another through requesting accommodations, received or not, and renewing each semester or not.

OAS has made significant strides in improving accessibility, enhancing student engagement, and ensuring compliance with federal guidelines. The team's ongoing commitment to providing high-quality services to students with disabilities has contributed to the campus's inclusive and supportive learning environment.

Title IX

The Office of Title IX Compliance and Training (Title IX Office) received 39 reports in the Fall 2024 semester; however, 25 of the 39 reports were determined to be non-Title IX reports. In the Spring 2025 semester, the Title IX Office received 9 reports; however, 7 of the reports were determined to be non-Title IX reports. See Addendum #4 for historical data on Title IX reports.

The Office of Title IX Compliance and Training implemented a late-night programming initiative called Seahawks after Dark. The program is partially funded through a Center for Disease Control 5-year grant awarded to Johns Hopkins University. St. Mary's College of Maryland is one of two collaborating campuses on the grant, which is in its final year of funding. The program involved partnering with various offices and student clubs to provide alcohol-free events and activities between 8:00 pm to midnight Thursday through Saturday. The expectation of the intervention is that reducing student alcohol use would also reduce other negative outcomes associated with high intoxication, including participation in vandalism or risky behaviors, non-sexual physical altercations, accidents, injuries, and more. Campus partners included the Multicultural Programming Office, Athletics, Soles of Imagination, DeSousa Brent Scholars Program, and the student clubs Alianza, Tabletop Games, Black Student Union, and Haus of Solomon. In Fall 2024, six events were hosted, with 401 student attendees. In Spring 2025, five events were hosted through April 4, and 246 students attended.

Trainings and other prevention activities:

- 456 first year and transfer students participated in Title IX Training during Orientation.
- 331 continuing students participated in in-person or zoom training with Title IX staff
- 324 first year students and transfer students completed the Voices for Change Comprehensive Curriculum virtual training in the Get Inclusive platform. This module includes the following topics: Identities & Inclusion, Consent & Sexual Violence, Alcohol & Other Drugs, Hazing.
- 215 employees completed virtual Get-Inclusive training
- 108 employees completed In-person or Zoom training facilitated by Title IX staff
- 811 students participated in other prevention activities.

Bias Prevention and Support

The Bias Prevention and Support Team connects students, faculty, and staff who have been affected by bias-related incidents to the appropriate support and resources. There were eight bias reports received during the 2024-2025 academic year through April 4, 2025.

- Two (2) related reports involved yik yak posts and online comments on an assignment related to Jewish identity. (This matter was referred to the Title VI Coordinator.)
- One (1) report involved unidentified students making a Nazi salute
- One (1) report involved a student using a racial slur
- One (1) report involved a student making comments related to gender identity
- One (1) report involved a student making comments related to disability
- One (1) report involved use of a student's deadname by a professor
- One (1) report involved perception of a professor's comments to a neurodivergent student.

Addendum #1

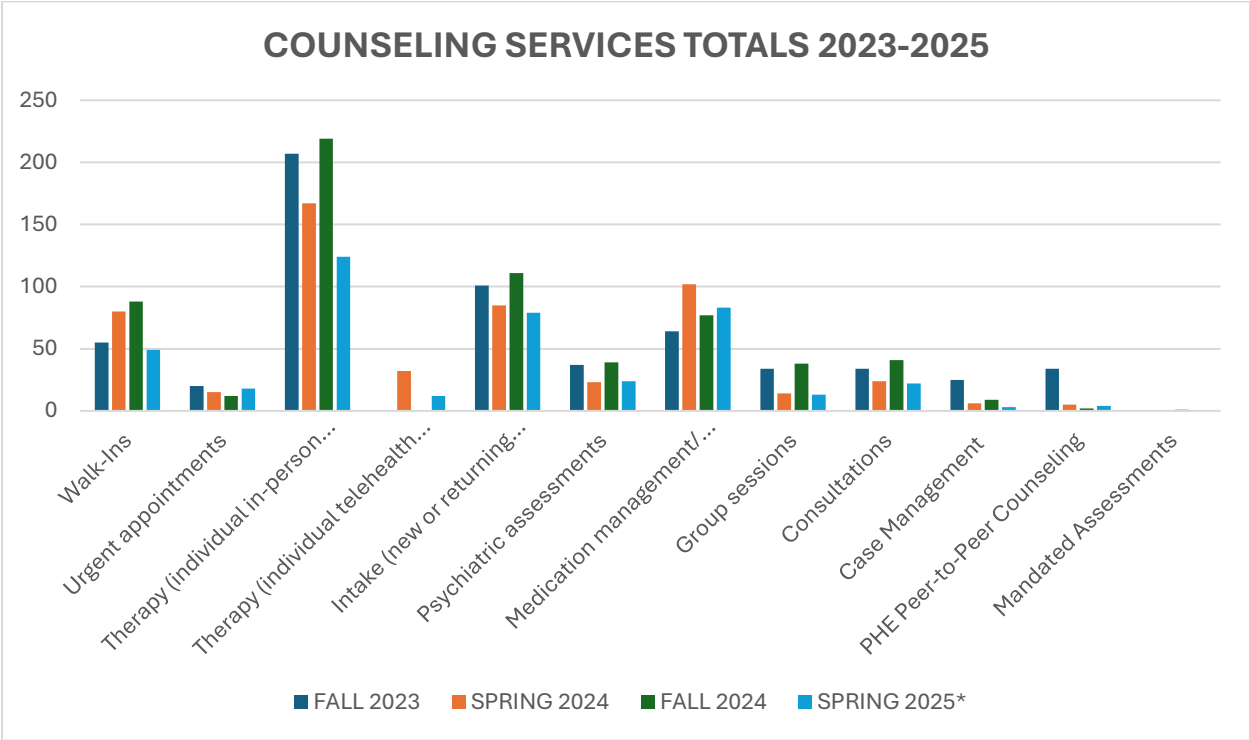
FY25 - Internships by Semester (April 4, 2025)					
	SU24	FA24	SP25	SU25	FY25 TOTAL
Total Internship Opportunities Requesting SHIP Funding Support That Meet NACE Standards & Criteria	206	189	175	103	673
Total Internships Approved for SHIP / Grant Funding	75	60	84	57	276
Total Internships Filled	139	143	172	0	454
SHIP Funded Internships Filled - Total	77	58	67	0	202
SHIP - On-Campus Internships Filled	34	30	32	0	96
SHIP - Off-Campus Internships Filled	43	28	35	0	106
Funded By Other Sources Internships Filled - Total	30	60	73	0	163
Federal Work-Study (FWS) eligible interns	0	11	11	0*	22
TheDream.US eligible interns (\$15,000.00/YR)	3	1	4	0	8
The Patuxent Partnership SoMD 2030 Workforce Development - Funded by DoD Grant (Summer Only)	11	0	0	0	11
On/Off-Campus Internships - Supported by CCPD	16	19	27	0	62
On-Campus Dept - AA Program Student Ambassador	0	29	31	0	60
Credit Bearing Internships (p/o above totals; includes some that are not funded at all)	32	25	32	0	89

* FWS funding cannot be used during breaks;

FY25 Totals Will Be Updated on June 30, 2025

NOTE: In addition to Handshake, we have created an SMCM SHIP Internship Google Site, showcasing **167 unique and special internship opportunities** with our employer partners and organizations. In total, we have had over **840 internship opportunities** available for our students in FY25, with more being added every day.

Addendum #2

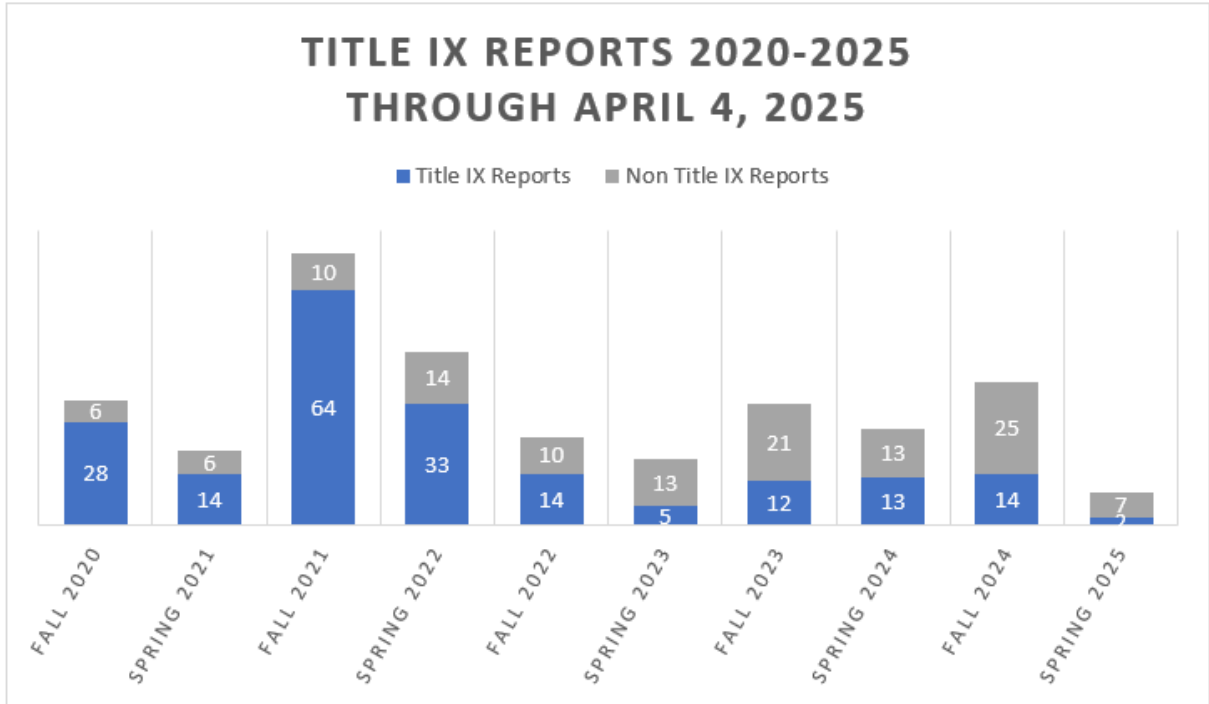


Addendum #3

HEALTH SERVICES CLINICAL SERVICES UTILIZATION AY24-25

AY23-24 (data through 5/31/24)		AY24-25 (*data through 4/2/25)	
CLINICAL APPOINTMENTS	1,218	CLINICAL APPOINTMENTS	*1,390
IN-HOUSE CLIA WAIVED LAB TESTS	643	IN-HOUSE CLIA WAIVED LAB TESTS	*410
3 RD PARTY SEND-OUT LAB TESTS	780	3 RD PARTY SEND-OUT LAB TESTS	*700
OVER-THE-COUNTER MEDICATION AND MEDICAL SUPPLY FULFILLMENT	602	OVER-THE-COUNTER MEDICATION AND MEDICAL SUPPLY FULFILLMENT	*659
WALK-IN RN CONSULTATIONS <i># of consultations leading to appointments)</i>	146 (68)	WALK-IN RN CONSULTATIONS <i>(# of consultations leading to appointments)</i>	*165 (80)
FLU VACCINE (MedStar)	250	FLU VACCINE	250
HEPATITIS B VACCINE	2	HEPATITIS B VACCINE	*6
Tdap VACCINE	25	Tdap VACCINE DOSES	*36
RADIOLOGY	7	RADIOLOGY	*16
TOTAL SERVICES	3,673	TOTAL SERVICES	3,632*

Addendum # 4





**BOARD OF TRUSTEES
CAMPUS LIFE COMMITTEE
STUDENT TRUSTEE REPORT
APRIL 18, 2025**

We are rapidly approaching the end of the 2024-2025 academic year, and the campus is feeling a mix of the usual burnout that comes with the end of the year and the excitement that the end is coming nearer. For seniors, it's bittersweet, as most people are excited to be done but not ready to leave. Senior traditions are happening all over campus, and students take advantage of every dock day while enjoying the warming weather. Meanwhile, sports teams are celebrating their senior days or their last home games, and the celebrations and recognition of seniors from coaches and teammates. With all of the chaos and excitement that comes with the end of the year, I will deviate and take a second to talk about some of the exciting projects and opportunities students have participated in, helping to spread the name of St. Mary's College of Maryland. Some of these are connected to school programs, some through faculty members, and other opportunities built through dedication and hard work from campus administrators. I will start with the students who have gone across the country to present their work and participate in conferences. Students presented at the American Chemical Society; in partnership with SMACS/BOSS, four students presented posters at the American Society for Biochemistry and Molecular Biology; a student presented their SMP research at the Association for Behavioral and Cognitive Therapies; and countless other students also presented work at various conferences within their fields. Other student highlights include classes that work with charities and NGOs to help code data and create websites. A student even had the opportunity to photograph the dishes at Michelin-star restaurants. Together, these accomplishments reflect our student body's creativity, ambition, and dedication—and serve as a powerful reminder that with continued support, St. Mary's College empowers students to make an impact that reaches far beyond campus. For my final report, I wanted to check back on some of the previous topics I have discussed in other reports, giving updates and providing more current information to the Board.

Athletics

In an earlier report, I discussed the athletic programs and facilities at St. Mary's, and I hope to follow up on that discussion and answer some of the questions presented by the Board. I have worked to compile a much greater list of schools we have had a history with athletically, including the six colleges in our previous conference, all of the colleges in our current conference, and a few that have recently made strides in their athletic programs but are similar to St. Mary's. The three metrics I discussed previously were athletic trainers, the longevity of strength and conditioning programs, and their facilities. Athletic trainers are a vital part of any athletic program, allowing players to stay out on the field longer and minimize the long-term consequences if they get injured. With three athletic trainers, St. Mary's falls in the middle of the pack in our current conference, and student athletes are extremely grateful for the services provided by athletic trainers. In connection, we are seeing fewer overuse injuries throughout each sport, showing that treatments allow athletes to return to competition more quickly and stay out

of the training room. For the vast majority of student athletes whose college experience is thoroughly intertwined with their sport, being out with their team is everything, and when sidelined due to injury, it can have drastic implications for their mental health.

The only pushback from students about the trainer's office is that it can be flooded with athletes when practices overlap. Similarly, strength and conditioning have only been mandatory for all sports for about two years. Each sport has a unique training plan designed to help athletes perform at the highest level, and it's no surprise that within these two years, we are seeing success not just from sports that already were competitive but across the board, highlighting the program's success.

Through meetings with staff and students, the crowded training rooms seem to stem from a lack of space. Partially because the Michael P. O'Brien Athletics and Recreation Center, ARC, was built over 20 years ago, when we had 200 student athletes. Jumping to today, we have doubled the number of student athletes and added six more varsity programs. While the ARC is still extremely effective in providing athletes and non-athletes a place to work out, climb, and train. Its growing pains can be seen through teams doing their strength and conditioning work in the hallways, and the concerns last year from non-athletes talking about how certain times became unavailable to them. While it seems strange to push hard for athletics in a time where we are continuously placing higher and higher in the rankings, I heard the quote that in athletics, the idea of "coasting" is never an option, and I do not think anyone wants to coast. I think we have the athletes, the motivation, and the drive to not only compete nationally academically but also athletically.

Computer Science

In another one of my first reports, I brought up the computer science major as an area of extreme concern; major drivers of this were staffing concerns and fewer class offerings. In response, we saw students leave the college to continue their education in Computer Science elsewhere, as they were uncertain about the program's future at St Mary's. Today, we see a massive shift from where we were, with two new hires coming in to help fill in the gaps, and we will be in a much better position for those in the major. In the major itself, there is still general concern from juniors and some sophomores who went through or heard of some of the turmoil and still remain cautious. With these hires, new courses will now be offered, increasing the pull of the department to prospective students and allowing students to explore more career paths within the computer science major. A few issues still remain in the front of students' minds, including the sudden drop in internships being offered at the base due to the pause of most internship programs. To immediately combat that, there are still amazing opportunities for those in the major through multiple routes offered to gain certifications, including SEC+ and CISCO+. The other prong is that with the uncertainty of one employer, there are still plenty of other avenues and employers with which the college has good connections.

The other problem, similar to the faculty, is communication with Physical Plant and OIT. Some of it relates to issues falling through the cracks due to an ineffective feedback system, and if items keep getting lost in transit, it can stall student resources and projects. That said, it is important to remember that both offices are extremely busy with new ongoing projects for the

campus and constantly dealing with Anthology issues. In the rest of my time, I have meetings with administrators to help rectify this issue and create new avenues of communication. The goal is to connect different departments and student groups, like RAs of specific residential buildings, to Physical Plant and OIT in an in-person setting.

Final Thoughts

With the end of my term rapidly approaching, I am filled with extreme thanks for this opportunity and for having the honor of representing the student body at this high level. As well as the opportunity to serve with this Board in particular, it has been a pleasure to work and get to know all of you. My duties now are continuing the work outlined above and ensuring that the next student trustee is ready to pick up the mantle and not just continue but raise the bar for every student trustee down the line. I look forward to seeing the continued success and growth of St. Mary's College of Maryland and the continued insight this position brings to the Board.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 9, 2025
ACTION ITEMS 2425-33
APPROVAL OF THE FY27-FY31 STATE CAPITAL BUDGET PROPOSAL**

RECOMMENDED ACTION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees, St. Mary's College of Maryland of the FY27-FY31 State Capital Budget Proposal. The Technology, Buildings and Grounds Committee met on April 22, 2025, and endorsed this recommendation, of the attached FY27-FY31 State Capital Budget Proposal.

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 \$22.9M for construction support in FY28 which includes the deferred final design funding, \$23.8M in construction in FY29, and \$10.3M the remaining construction and equipment funding in FY30 to finish the renovation. Total project costs are forecasted at \$60.2M.

SMCM - Capital Budget Plan FY26-F

Design

Constructio

in \$M

Next Reques

FY26 FY27 FY28 FY29 FY30 FY31

Infrastructure	State	-	-	2.0	2.0	2.0	2.0
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Montgomery Hall	State	-	0.4	22.9	23.8	10.3
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State	3.9	5.5	28.6
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SMCM	State	0.0	4.3	30.4	53.8	12.3	2.0
	College	0	0	0	0	0	0
GOVERNOR'S CIBY26	INFRASTRUCTURE	0.0	0.0	2.0	2.6	2.6	2.6
	MONTGOMERY HALL	0.0	0.4	22.9	23.8	10.3	0
	SCHAEFER HALL	0.0	3.9	5.5	28.6	-	-
	TOTAL	0.0	4.3	30.4	53.8	12.3	2.0

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**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS AND GROUND COMMITTEE
MAY 9, 2025**

**ACTION ITEM 2425-28
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

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.

31,672 NASF

Deferred Cost: \$433K

38,006 NASF

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 airconditioning, 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%)

Deferred Cost: \$111K

23. G. Boone 1987 4,128 NASF

Condition: Good (FCI = 1.7%)

Deferred Cost: 97K

24. H.L. Dodge 1987 5,712 NASF

Condition: Good (FCI = 1.6%)

Deferred Cost: \$127K

25. M.W. Dodge 1987 5,712 NASF

Condition: Good (FCI = 1.6%)

Deferred Cost: \$127K

26. A.B. Morsell 1987 4,180 NASF

Condition: Good (FCI = 2.4%)

Deferred Cost: \$138K

27. B. Trueschler 1987 4,128 NASF

Condition: Good (FCI = 1.9%)

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 Performing Arts Center 2023 50,000 NASF

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.

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 SMCMM 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

ST. MARY'S COLLEGE OF MARYLAND
POLICY ON STUDENT CLASSIFICATION FOR ADMISSION AND TUITION PURPOSES
Revised April 8, 2025

¹

I. POLICY

A. Purpose

To extend the benefits higher education while encouraging the economical use of the State's resources, it is the policy of the St. Mary's College of Maryland Board of Trustees to recognize the categories of in-state, Washington, D.C. resident, and out-of-state residency for the purpose of admission and assessing tuition at SMCM.

B. Qualification for In-State Status

Generally, to qualify for in-state status, prospective, returning, or current students must demonstrate that they are permanent Maryland residents. Under certain circumstances, as set forth in this Policy, students who are not permanent Maryland residents may qualify temporarily for in- state status. Students who do not qualify for in-state status under this Policy shall be assigned out- of-state status for admission and tuition purposes. If the student's permanent address is in Washington D.C., then they qualify for Washington D.C. residency for the purpose of admission and tuition purposes.

C. Standard of Proof

Students seeking in-state status shall have the burden of proving by clear and convincing evidence that they satisfy the requirements and standards set forth in this Policy. Assignment of in-state, Washington, D.C. or out-of-state status will be made upon a review of the totality of facts known by the institution or presented to it by the student.

II. DEFINITIONS

A. Financially Dependent: For the purposes of this Policy, a financially dependent student is one who has been claimed as a dependent on another person's prior year tax returns or is a ward of the State of Maryland.

B. Financially Independent: For the purposes of this Policy, a financially independent student is one who provides 50 percent or more of the student's own living and educational expenses and has not been claimed as a dependent on another person's most recent tax returns.

C. Parent: A parent may be a natural parent, or, if established by a court order recognized under the laws of the State of Maryland, an adoptive parent.

D. Guardian: A guardian is a person so appointed by a court order recognized under the laws of the State of Maryland.

E. Spouse: A spouse is a partner in a legally contracted marriage.

F. Child: A child is a natural child or a child legally adopted pursuant to a court order recognized under the laws of Maryland.

¹ Annotated Code of Maryland, Educ. § 12-101.

G. Regular Employee: A regular employee is a person employed by SMCM who is assigned to a State budget line or who is otherwise eligible to enroll in a State retirement system. Examples of categories NOT considered regular employees are graduate students, contingent employees, and independent contractors.

H. Continuous Enrollment for undergraduate, graduate, and professional students is defined by the institution in accordance with institutional and program requirements.

I. Armed Forces of the United States: As defined in 38 U.S.C. § 101(10), the United States Army, Navy, Marine Corps, Air Force, Space Force, and Coast Guard, including the reserve components thereof.

J. Uniformed Services of the United States: As defined in 38 U.S.C. § 3319, Armed Forces and the Commissioned Corps of the National Oceanic and Atmospheric Administration and of the Public Health Service.

K. The Petition Review Committee includes the College Registrar (chair), the Director of the Office of Student Financial Assistance, and a staff member from the Office of Equity Programs.

L. The Residency Appeal Committee includes the Vice President for Enrollment Management (chair), the Dean of Students, and a staff member from the Office of Business and Finance.

K. Foreign Service of the United States: as defined in 22 U.S.C. § 3903

III. DETERMINATION OF RESIDENCY STATUS

A. Criteria for Determination of Residency Status

An initial determination of residency status will be made at the time of admission and readmission based upon information provided by the student with the signed application certifying that the information provided is complete and correct.

Additional information may be requested by SMCM to clarify facts presented. To qualify for in-state status, the student must demonstrate that for at least 12 consecutive months immediately prior to and including the last date available to register for courses for the semester/term for which the student seeks in-state status, the student had the continuous intent to reside in Maryland indefinitely and for a primary purpose other than that of attending an educational institution in Maryland. In the case of Washington D.C. or any other regional tuition rate program, residency shall be determined in the same manner. The student will demonstrate the requisite intent by satisfying all the following requirements for the 12-month period (or shorter period indicated):

1) Has continuously maintained primary living quarters in Maryland.

2) Has substantially all personal property, such as household effects, furniture, and pets, in Maryland.

3) Has paid Maryland income tax on all taxable income, including all taxable income earned outside Maryland, and has filed a Maryland Resident Tax Return. If the student is a dependent for tax purposes, then the person who claims the student as a dependent shall have paid Maryland income tax on all taxable income, including all taxable income earned outside Maryland, and have filed a Maryland Resident Tax Return.

4) Has registered all owned or leased motor vehicles in Maryland for at least 12 consecutive months, if previously registered in another state. Students who have lived in Maryland for at least 12 consecutive months but who have had their motor vehicle(s) registered in Maryland for less than 12 months will be deemed to have satisfied this requirement if they can show evidence that their owned or leased motor vehicle(s) was (were) registered in Maryland within 60 days after moving to the state in accordance with Maryland Motor Vehicle Administration requirements.

5) Has possessed a valid Maryland driver's license for at least 12 consecutive months, if previously licensed to drive in another state. Students who have lived in Maryland for at least 12 consecutive months but who have held a Maryland driver's license for less than 12 months will be deemed to have satisfied this requirement if they can show evidence that their driver's license was issued in Maryland within 60 days after moving to the state in accordance with Maryland Motor Vehicle Administration requirements.

6) Receives no public assistance from a state other than the State of Maryland or from a city, county, or municipal agency other than one in Maryland.

7) Has the ability under Federal and Maryland law to live permanently and without interruption in Maryland.

B. Presumption of Out-of-State Status

Either of the following circumstances raises a presumption that the student is residing in the State of Maryland primarily for the purpose of attending an educational institution and, therefore, does not qualify for in-state status under this Policy:

1) A student is attending school or living outside Maryland at the time of application for admission to SMCM, or

2) A student is Financially Dependent on a person who is not a resident of Maryland. A student will be considered Financially Independent if the student provides 50 percent or more of the student's own living and educational expenses and has not been claimed as a dependent on another person's most recent tax returns.

IV. CHANGE IN CLASSIFICATION FOR TUITION PURPOSES

A. Petition for Change in Classification for Tuition Purposes

After the initial determination is made, a student seeking a change to in-state tuition status must submit a Petition for Change in Classification for Tuition Purposes to the Office of the Registrar that includes all the information the student wishes the institution to consider. All information must be submitted by the last day of late registration for the forthcoming semester/term for which the change in classification is sought. The Petition Review Committee will review all petitions and will typically respond to the petition by email no later than 10 business days after submission. A business day is any weekday (Monday through Friday) when the College is open and conducting its regular operations. One Petition may be filed per semester.

B. Criteria for Changes in Tuition Status

A student seeking reclassification from out-of-state to in-state tuition status must demonstrate, by clear and convincing evidence, that for at least twelve (12) consecutive months immediately prior to and including the last date available to register for courses for the semester/term for which the student seeks in-state tuition status, the student had the continuous intent to

- a) make Maryland the student's permanent home;
- b) abandon the student's former home state;
- c) reside in Maryland indefinitely; and
- d) reside in Maryland primarily for a purpose other than that of attending an educational institution in Maryland.

A student will demonstrate the requisite intent by satisfying all the following requirements for a period of at least twelve (12) consecutive months (or for the shorter period of time indicated) immediately prior to and including the last date available to register for courses in the semester/term for which the student seeks in-state tuition status. Evidence of intent must be clear and convincing and will be evaluated not only by how completely the criteria are addressed, but also based upon the reliability, authenticity, credibility, and relevance of the evidence and the totality of facts known to the institution. The student must demonstrate (providing appropriate documentation as necessary) that for the relevant period the student:

- 1) Continuously maintained primary living quarters in Maryland.
- 2) Has substantially all personal property, such as household effects, furniture, and pets, in Maryland
- 3) Has paid Maryland income tax on all taxable income including all taxable income earned outside the state and has filed a Maryland Resident Tax Return. If the student is a dependent for tax purposes, then the person who claims the student as a dependent shall have paid Maryland income tax on all taxable income, including all taxable income earned outside Maryland, and have filed a Maryland Resident Tax Return.
- 4) Has registered all owned or leased motor vehicles in Maryland for at least 12 consecutive months, if previously registered in another state. Students who have lived in Maryland for at least 12 consecutive months but who have had their motor vehicle(s) registered in Maryland for less than 12 months will be deemed to have satisfied this requirement if they can show evidence that their owned or leased motor vehicle(s) was (were) registered in Maryland within 60 days after moving to the state in accordance with Maryland Motor Vehicle Administration requirements.

5) Has possessed a valid Maryland driver's license for at least 12 consecutive months, if previously licensed to drive in another state. Students who have lived in Maryland for at least 12 consecutive months but who have held a Maryland driver's license for less than 12 months will be deemed to have satisfied this requirement if they can show evidence that their driver's license was issued in Maryland within 60 days after moving to the state in accordance with Maryland Motor Vehicle Administration requirements.

6) Receives no public assistance from a state other than the State of Maryland or from a city, county, or municipal agency other than one in Maryland.

7) Has the ability under Federal and Maryland law to live permanently without interruption in Maryland.

8) Has either not raised the presumption set forth in Section III.B above; or alternatively, if the student's circumstances have raised the presumption set forth in Section III.B above, the student has rebutted that presumption.

C. Rebuttal Evidence to Support a Change in Tuition Status

If the information received by the institution about the student has raised the presumption set forth in Section III.B, the student bears the burden of rebutting the presumption set forth in Section III.B b presenting additional evidence of objectively verifiable conduct to rebut the presumption and show the requisite intent. Rebuttal evidence of intent must be clear and convincing and will be evaluated not only by how completely the criteria are addressed, but also based upon the reliability, authenticity, credibility and relevance of the evidence and the totality of facts known to the institution.

Evidence that does not document a period of at least twelve (12) consecutive months immediately prior to and including the last date available to register for courses in the semester/term for which the student seeks in-state tuition status is generally considered an unfavorable factor under this Policy. The absence of objective, relevant evidence is generally considered an unfavorable factor. A student's statement of intent to remain in Maryland in the future is generally not considered to be objective evidence under this Policy.

For purposes of rebutting the presumption, additional evidence that will be considered includes, but is not limited to:

1) Source of financial support:

a. Maryland employment and earnings history through sources beyond those incident to enrollment as a student in an educational institution, e.g., beyond support provided by work study, scholarships, grants, stipends, aid, student loans, etc. (Tuition costs will be considered as a student expense only to the extent tuition exceeds the amount of any educational scholarships, grants, student loans, etc.),

or

b. Evidence the student is Financially Dependent, for the previous 12 months, upon a person who is a resident of Maryland.

- 2) Substantial participation as a member of a professional, social, community, civic, political, athletic, or religious organization in Maryland, including professionally related school activities that demonstrate a commitment to the student's community or to the State of Maryland.
- 3) Registration as a Maryland resident with the Selective Service, if applicable.
- 4) Evidence that the student is married to a Maryland resident.
- 5) Evidence that the student attended schools in Maryland for grades K-12.
- 6) Evidence showing the student uses the student's Maryland address as the sole address of record for all purposes, including, for example, on health and auto insurance records, bank accounts, tax records, loan and scholarship records, school records, military records, leases, etc.
- 7) An affidavit from a person unrelated to the student that provides objective, relevant evidence of the student's conduct demonstrating the student's intent to reside in Maryland primarily for a purpose other than that of attending an educational institution in Maryland.
- 8) Evidence of life and employment changes that caused the student to relocate to Maryland for reasons other than primarily educational purposes (e.g., divorce, family relocation, taking care of a sick family member, etc.)
- 9) Voter registration in Maryland.

D. Appeal

A student may appeal an adverse decision on a Petition for Change in Classification to the Residency Appeal Committee, which will respond to the appeal via email within 10 business days. A business day is any weekday (Monday through Friday) when the College is open and conducting its regular operations.

E. Change in Circumstances Altering In-State Status

A student shall notify SMCM in writing within fifteen (15) days of any change in circumstances which may alter in-state status. Failure to do so could result in retroactive charges for each semester/term affected.

F. Incomplete, Untimely, False or Misleading Information

If necessary information is not provided by the deadline, SMCM may, at its discretion, deny or revoke in-state status. In the event incomplete, false, or misleading information is presented, SMCM may, at its discretion, revoke in-state status and take disciplinary action provided for by its policies. Such action may include suspension or expulsion. In such cases, the institution reserves the right to retroactively assess all out-of-state charges for each semester/term affected.

V. CRITERIA FOR TEMPORARY QUALIFICATION OF NON-RESIDENTS FOR IN-STATE STATUS

Non-residents with the following status shall be accorded the benefits of in-state status for the period in which they hold such status, if they provide clear and convincing evidence through documentation, by the deadline for the semester for which they seek in-state status, showing that they fall within one of the following categories:

A. A full-time or part-time (at least 50 percent) regular employee of SMCM.

B. The spouse or financially dependent child of a full-time or part-time (at least 50 percent) regular employee of SMCM or the financially dependent child of a full-time or part-time (at least 50 percent time) regular employee of the University System of Maryland (USM) or Morgan State University.

C. Active duty members of the Armed Forces of the United States as defined in 38 U.S.C. § 101(10) as the United States Army, Navy, Marine Corps, Air Force, Space Force, and Coast Guard, including the reserve components thereof, who are stationed in Maryland, reside in Maryland, or are domiciled in Maryland, or their spouse or financially dependent children, as provided in § 15-106.4 of the Education Article, Annotated Code of Maryland. Spouses and children who qualify for exemptions under this provision will retain in-state status for tuition purposes as long as they are continuously enrolled, regardless of whether the active duty member's station assignment, residence, or domicile remains in Maryland.

D. Veterans of the Armed Forces of the United States who provide documentation that they were honorably discharged and currently reside or are domiciled in Maryland, as provided in § 15-106.4 of the Education Article, Annotated Code of Maryland.

E. Veterans who live in Maryland and were discharged from a period of at least 90 days of service in the active military, naval, space, or air service and are pursuing a course of education with educational assistance under the Montgomery G.I. Bill® (38 U.S.C. Ch. 30) or the Post-9/11 G.I. Bill® (38 U.S.C. Ch. 33), pursuant to 38 U.S.C. § 3679(c). 2 A veteran so described will continue to retain in-state status if the veteran is using educational benefits under either chapter 30 or chapter 33 of title 38, United States Code, and remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school.

F. Anyone who lives in Maryland, and:

1) Is using transferred Post-9/11 ²G.I. Bill® benefits (38 U.S.C. § 3319) and enrolls after the transferor's discharge or release from a period of at least 90 days of service in the active military, naval or air service; or

2) Is using transferred Post-9/11 G.I. Bill® benefits (38 U.S.C. § 3319) and the transferor is a member of the uniformed services who is serving on active duty;

² GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by the VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

3) Is using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) ;

4) Is using benefits through the Survivors' and Dependents' Educational Assistance Program (DEA), (38 U.S.C. chapter 35) or

5) Is entitled to rehabilitation under 38 U.S.C. § 3102(a).

An individual as described in this Section IV.F will continue to retain in-state status if the individual is using educational benefits under chapter 30, 31, 33, or 35 of title 38, United States Code, and remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school.

G. A member of the Maryland National Guard, as defined in the Public Safety Article of the Annotated Code of Maryland, who joined or subsequently serves in the Maryland National Guard to: (i) provide a critical military occupational skill; or (ii) be a member of the Air Force Critical Specialty Code as determined by the National Guard. (Maryland National Guard members may also qualify if they meet the criteria in section IV.C. above.)

H. A full-time public school teacher in the first year of employment by a Maryland local education agency, who resides in Maryland and meets the criteria for a residency waiver in § 15-106.2 of the Education Article, Annotated Code of Maryland.

I. The child of a Maryland public safety employee who is eligible for the Edward T. Conroy and Joan B. Cryor Scholarship under § 18-601(d)(3)(ii) of the Education Article, Annotated Code of Maryland

J. A person who has completed all service hours in an AmeriCorps Program in Maryland or who has completed a service program under the Maryland Corps Program, pursuant to Title 9, subtitle 28 of the State Government Article, Annotated Code of Maryland, as provided in § 15-106.9 of the Education Article, Annotated Code of Maryland.

K. A person who has been certified by the Director of the Peace Corps as having served satisfactorily as a Peace Corps volunteer and who is domiciled in Maryland, as provided in § 15-106.11 of the Education Article, Annotated Code of Maryland.

L. Individuals, including undocumented immigrants, who do not meet the definition of nonimmigrant alien within the meaning of 8 U.S.C. § 1101(a)(15) and who meet all the criteria in § 15-106.8 of the Education Article, Annotated Code of Maryland.

M. Members of the U.S. Foreign Service who are on active duty for a period of more than 30 days and whose domicile or permanent duty station is in Maryland, and their spouses and dependents. Members and their spouses and dependents who qualify for in-state status will continue to hold in-state status while continuously enrolled at the institution, notwithstanding a subsequent change in the permanent duty station of the member to a location outside Maryland.

N. Citizens of the Federated States of Micronesia, the Republic of the Marshall Islands, or the Republic of Palau, as provided in the Consolidated Appropriations Act, 2024, Pub. L. No. 118-42, Div. G, Title II, § 209(b)(1)(E).

O. Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in Maryland while attending school (regardless of their formal state of residence).

P. Anyone who has been approved to participate in an academic program as part of the Academic Common Market (ACM)

VI. ADDITIONAL PROCEDURES

SMCM, under the purview of the vice president for enrollment management, shall develop and publish additional procedures to implement this Policy. Procedures shall provide that upon request, the SMCM President or designee has the authority to waive any of the requirements in Sections II or III if it is determined that its application creates an unjust result. SMCM may require that a student file a petition under Section III.A and complete the petition process before requesting a waiver under this section.



**BOARD OF TRUSTEES
ADMISSION AND FINANCIAL AID COMMITTEE
APRIL 29, 2025**

ACTION ITEM II.A.

**RECOMMENDATION TO REVISE THE COLLEGE POLICY
ON STUDENT RESIDENCY CLASSIFICATION**

RECOMMENDED ACTION:

The Admission and Financial Aid Committee recommends approval of the revised policy on Student Residency Classification for Admission, Tuition Charge, and Differential Purposes to the St. Mary's College of Maryland Policy on Student Classification for Admission and Tuition Purposes.

RATIONALE

The current policy on Student Residency Classification for Admission, Tuition Charge, and Differential Purposes was revised to clarify the residency appeals process.

**BOARD OF TRUSTEES
ADMISSION AND FINANCIAL AID
APRIL 20, 2025
REPORT**

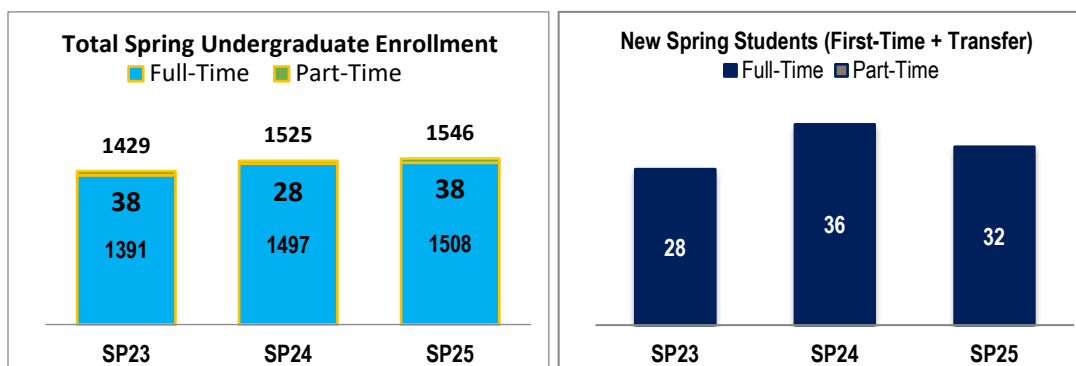
The Office of Enrollment Management is pleased to submit its April report to the Committee on Admission and Financial Aid of the Board of Trustees. This report includes information on 2024–2025 enrollment, Fall 2025 enrollment, financial aid, and student success services.

A. 2024-2025 Enrollment

Spring Census:

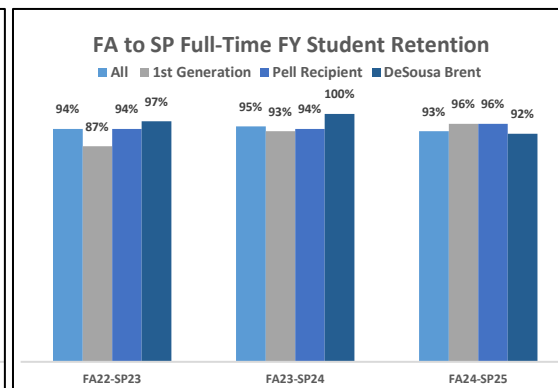
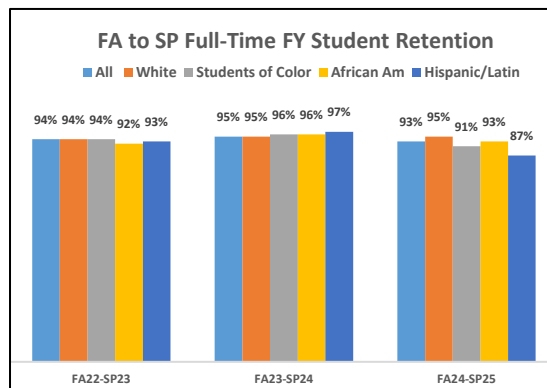
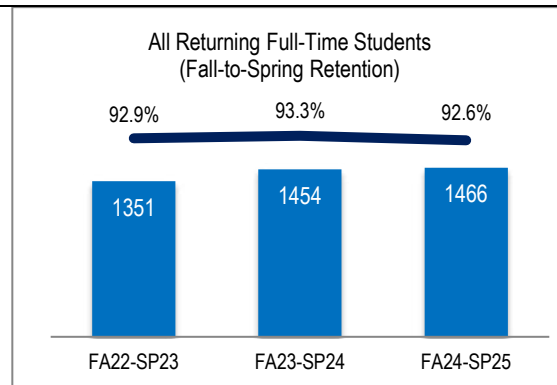
The Office of Institutional Research and Planning completed the enrollment census for the spring term on February 10, 2025. Total enrollment for the spring term is 1546 students including 38 part time students. Compared to the Spring 2024 enrollment, there are an additional 11 full-time students and an additional 10 part-time students. This is the fifth consecutive year of steady enrollment growth for the Spring semester.

The College's Spring 2025 enrollment includes 32 new students on a goal of 30 new students. In addition, there were two returning students and another who has enrolled for a second bachelor's degree for a total of 35 new/returning students enrolling for the Spring semester. This compares to 36 new students for Spring 2024 and 28 new students for Spring 2023. There were not any returning nor second bachelor's students for either the Spring 2024 or 2023 entry terms.



Fall 2024 - Spring 2025 Term to Term Retention:

The fall to spring term retention of all full-time students was 92.6%. This compares to the overall term-to-term retention of 93.3% for 2023-2024, and 92.9% 2022-2023. The fall to spring term retention of all full-time first year students was 93% or better with the exception being Hispanic/Latin students whose term-to-term retention was 87%. First-generation and Pell-grant eligible students retained at 96%. For first-generation students this is the best term to term retention in at least 10 years and for Pell-grant eligible students this is the best term to term retention since 2020-2021. The DeSousa Brent Scholars Program term to term retention of 92% is a decline from the last two years and can likely be attributed to staff changes within Equity Programs. More information about retention will be provided at the full Board of Trustees meeting on May 9.



B. Fall 2025 Enrollment

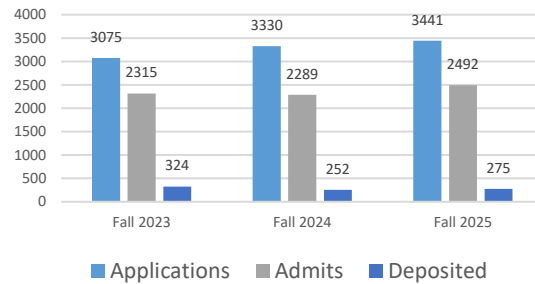
First Year Students:

I am pleased to share that as of April 20, 2025, the College has received a historic number of applications for Fall 2025 admission. This is a 3.3% increase over the number received for Fall 2024 at the same point in time. Considering Common Application Fall 2025 cycle data, market data and the possible impact of Federal government policy changes, the College has offered admission to 8.8% more first-year applicants than last year while maintaining academic quality.

The number of first-year enrollment deposits is 8.8% ahead of the same point in time for Fall 2024 cycle. The yield percent of our Early Decision and Regular Decision students is even with last year and the yield percent of our Early Action students has been running slightly (0.2%– 0.4%) ahead of last year's yield. Should these trends continue, along with the typical additional application behavior, projections indicate that the College should meet our first-year enrollment goal.

What remains unknown in this cycle is the potential impact of recent Federal policy changes on student and family decision making; particularly as some families face reduced resources due to Federal job or investment losses and as institutions with large international student populations or significant research activity may have expanded their admitted student pools in an effort to offset revenue losses through increased enrollment. Altogether this may have a negative impact on yield or there may be a larger melt of our deposited students over the summer. As we monitor these metrics, the Office of Admission is prepared to admit students off the waitlist and the expansion of the Pathway to Honors (p2H) program would have additional students in the pipeline for Spring 2026.

First Year Application Funnel 4.20.25

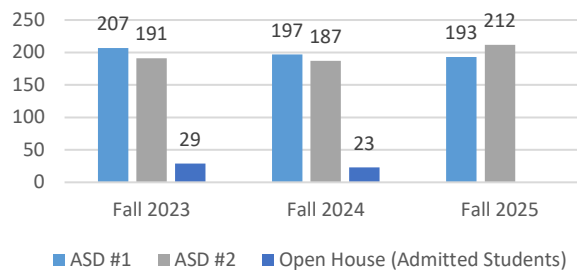


First-Year Applications by Application Plan:

- 82 (+12.3%) Early Decision I applications
- 2082 (+3.6%) Early Action applications
- 17 (new) Early Decision II applications
- 1260 (1%) Regular Decision applications

To yield our admitted students, the Office of Admission engages in a comprehensive series of programs and outreach. Attendance at these programs is considered a signal of admitted student yield outcomes. The attendance at all in-person on and off-campus yield programs for Fall 2025 increased by 7.3% from 551 to 591 for our 2024 programs.

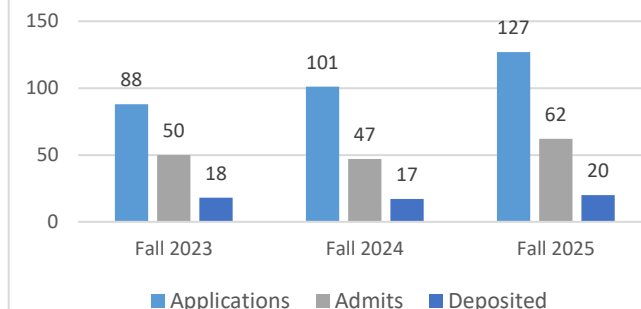
Admitted Seahawk Day Attendance 4.20.25
Note: The 2025 Open House is on 4.26.25



Transfer Students:

The new transfer student Fall Priority Decision deadline is May 1 and the Regular Decision deadline is July 15. Admission decisions and financial aid awards are released on a rolling basis through mid-August. Transfer applications have increased by 25.7% compared to Fall 2024 as of this point in time.

Transfer Application Funnel 4.19.25



The transfer student recruitment, admission, and services unit in the Office of Admission is engaged in a number of continuing and new initiatives designed to strengthen the transfer student experience through the

enrollment process. The team is making significant progress since it was established during the 2023 – 2024 academic year.

Pathway to Honors program:

During the Fall 2024 first-year application process, a new, pilot enrollment pathway program, SMCM Pathway to Honors (p2H), was launched in partnership with the College of Southern Maryland (CSM). This program was for first-year applicants from the CSM service area (Calvert, Charles, and St. Mary's Counties) who were not admitted to the College. Students in the p2H program take a minimum of 15 academic credits at the CSM and participate in joint orientation and advising programs. Students also participate in Reverse Transfer, which will help them earn their Associate's degree while completing their Bachelor's degree at the College after they complete the p2H program. I am pleased to share that the first student successfully completed their p2H requirements and enrolled for the Spring 2025 semester.

In March 2025, the p2H program was expanded to include all Maryland community colleges for students in the Fall 2025 first-year applicant pool. As of April 18th, 16 students have accepted the invitation to participate in the program at Anne Arundel Community College (1), Baltimore City Community College (1), CSM (2), Community College of Baltimore County (1), Howard Community College (HCC; 6), and Prince George's Community College (5). Students have until May 1st to accept this invitation.

Instant Decision Day:

The first on-campus Transfer Instant Decision Day was held on Friday, April 11 for Fall 2025 transfer student applicants. During individual appointments students learned their admission decision and merit scholarship - if eligible, discussed next steps, and receive some SMCM swag. They also had the opportunity to meet with Office of Student Financial Assistance staff. During the program, eight students were offered admission for the Fall 2025 semester and another was advised to continue their studies at their current institution to strengthen their academic preparation.

Maryland Aspen Transfer Intensive:

SMCM is participating in the Maryland Transfer Intensive through the Aspen Institute and the Maryland Higher Education Commission. The Maryland Transfer Intensive is a multi-year initiative aimed at substantially improving transfer and bachelor's attainment outcomes for community college students across Maryland.

ATAIN Network:

To strengthen the transfer credit evaluation process, the College was selected to participate in the AI Transfer and Articulation Infrastructure Network (ATAIN). A pilot program, participating colleges and universities from across the country will be utilizing AI during the transfer credit evaluation process to strengthen credit transfer.

C. Financial Assistance

Following the delayed and flawed rollout of the new Free Application for Federal Student Aid (FAFSA) form during the 2024 recruitment cycle, it is a pleasure to be in the midst of a more typical cycle.

Free Application for Federal Student Aid (FAFSA) forms have been filed by 1635 (+200) admitted students as of April 16. The Scholarship Committee has reviewed 43 merit scholarship appeals submitted by admitted students. This is 5 more than for Fall 2024. The staff has processed 14 special circumstance financial aid appeals, compared to 6 at this time for the Fall 2024 entering class. While most of these appeals are due to the loss of income from the Federal workforce reductions and then other significant cuts in income, the volume of financial aid appeals is reflective of the return to a more typical cycle.

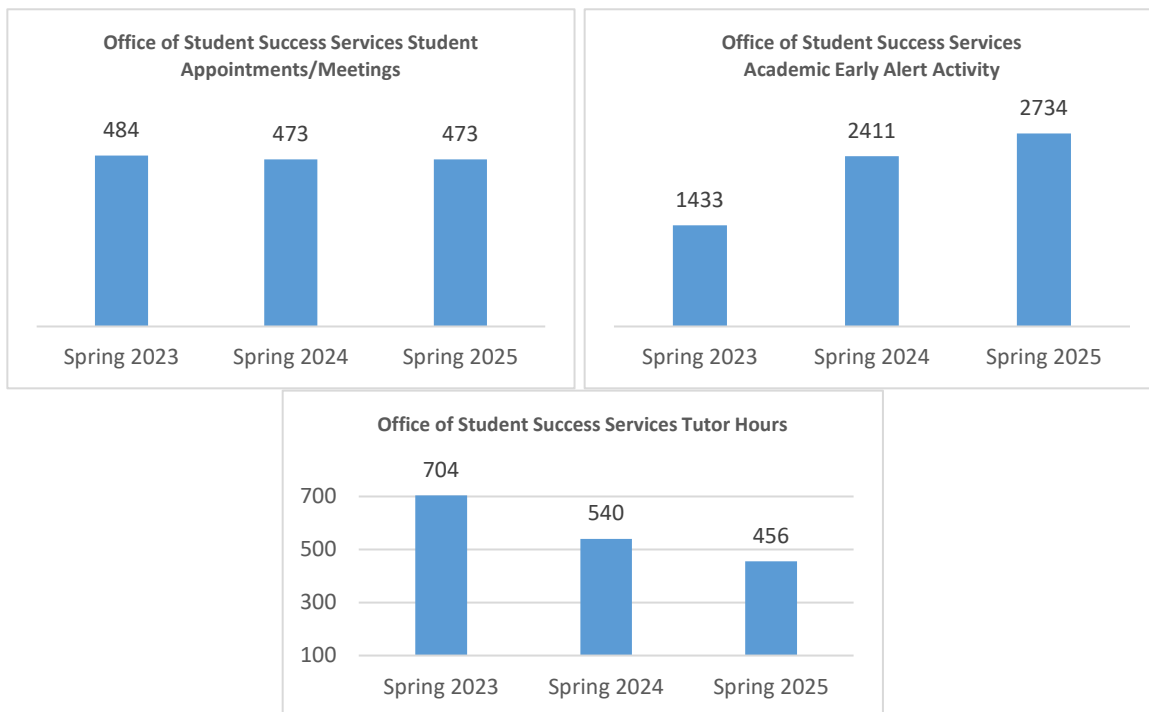
The current tuition/fees discount rate for first-year students who have submitted enrollment deposits is 38.2% which is consistent with the discount rate at this point in time since the Fall 2023 cycle. Depending on the

characteristics of additional enrolling students, the first-year discount will likely decrease assuming this year reflects past trends. The current tuition/fees discount rate for transfer students who have submitted enrollment deposits is 26.2%. This figure is also consistent with the transfer discount rate at this point in time.

D. Student Success Services

The Office of Student Success Services (OS3) empowers SMCM students by connecting them with the people, resources, and activities that help them thrive in and out of the classroom, persist, and graduate on time. OS3 manages the College's academic early alert system and free course tutoring, engages in mentoring and coaching, and provides just-in-time programming for students and parents/family members. The work of OS3 is a critical component of the College's retention efforts.

The number of students who met with OS3 staff during the Spring semester has remained steady over the last three years. Including the Fall semester, this number has increased 7.3% over the last three years. The use of the early alert system by our faculty and staff as a tool to identify, record and respond to students of concern continues to significantly increase. The demand for tutoring is declining despite recommendations by OS3 staff and faculty for students to take advantage of our tutoring programs. OS3 will be reenvisioning the promotion of the tutoring program in the effort to increase student participation.



BOARD OF TRUSTEES
ST. MARY’S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 9, 2025
ACTION ITEM 2425-30
APPROVAL OF THE SECONDARY EMPLOYMENT POLICY

RECOMMENDATION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees of the St. Mary’s College of Maryland Secondary Employment Policy as presented.

RATIONALE

A Secondary Employment policy will ensure compliance with Maryland Public Ethics Law § 5502, which requires disclosure of secondary employment and prohibits state employees from engaging in employment that conflicts with their official duties. This policy helps the College maintain transparency, avoid conflicts of interest, and uphold public trust. The policy protects both the integrity of the College and its employees from ethical violations.

**BOARD OF TRUSTEES
ST. MARY’S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 9, 2025
ACTION ITEM 2425-31
APPROVAL OF THE CONFLICT-OF-INTEREST POLICY**

RECOMMENDATION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees of the St. Mary’s College of Maryland Conflict of Interest Policy as presented.

RATIONALE

A Conflict-of-Interest policy will enforce the Maryland Ethics Law, ensuring that College employees act in the public interest without undue influence from personal or financial considerations. The policy ensures that employees are informed of their responsibilities under the Maryland Code Annotated, General Provisions Title 5, Subtitle 5, including requirements for financial disclosures in designated positions. Implementation of the policy promotes transparency and ethical conduct

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 9, 2025
ACTION ITEM 2425-32
PROCUREMENT POLICY REVISION

RECOMMENDED ACTION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees, St. Mary's College of Maryland, of revisions to the St. Mary's College of Maryland Procurement Policy.

RATIONALE

The revised policy updates certain sections of the current policy to be consistent with State and Federal regulations. These include several standard contract clauses to be incorporated within certain College solicitations and/or contracts. The following is a summary of the substantive changes:

In addition, dollar thresholds are increased in four areas:

The State revised policy that requires approval by the Maryland Board of Public Works (BPW) for all non-capital funded contract modifications. BPW no longer requires approval for non-capital funded contract modifications and accordingly the College policies are revised to reflect this change. This change applies to public higher education institutions in Maryland (University System of Maryland, Morgan State University, and St. Mary's College of Maryland). (See Section 1.1.5 and 5.4 of the Policy)

The College policies are revised to add exclusions to procurement rules consistent with similar higher education institutions that include exemptions for Utilities charges, and contracts for Revenue generating operations, Accreditation Fees and Legal Fees. (See Section 1.3.2 of the Policy)

The College policies are revised to raise the dollar threshold for "Full and Open" competition under the College policy from \$50,000 to \$100,000, which is conservatively less than other public higher education institutions including all USM colleges and Morgan State. Increasing the dollar threshold for formal advertising will streamline the procurement process. (See Section 2.1 and Appendix A1.2) of the Policy)

Competition is currently required for procurements of between \$5,000 and \$50,000, without full advertising being required. The College will change the current non-advertise public procurement competition threshold from between \$5,000 and \$50,000 to between \$25,000 and \$100,000, these procurement transactions will still require full open competition of at least 3 bid quotes. The preferred but not required lower competition threshold is changed from \$5,000 to \$10,000, this change will require at least two quotes

between \$10,000 and \$25,000. These changes are conservative compared to the higher thresholds by other similar higher education institutions described above. (See Sections 2.1, 2.2, 2.3 and Appendix A1.2 of the Policy)

The current procurement policy requirement that all vendors under a multiple award contract be given a fair opportunity to be considered for each order will increase from orders exceeding \$5,000 to \$10,000. This change is consistent with other requirements of the procurement policy regarding competition for procurements under \$10,000. (See Section 4.4 of the Policy)

The current procurement policy requirement that all contracts with a dollar value above \$50,000 to have two College signatures will be increased to \$100,000. Raising the contract limit to \$100,000 would expedite the procurement process. (See Section 5.3 of the Policy)

The Justification for Other than Full Competition (Sole Source) signature approval threshold is currently set at \$50,000 for Procurement Officer, which is raised to \$100,000 consistent with Simplified threshold and the requirement for two signatures on contracts.

Other Policy minor language only clarifications include the following:

- 3.2.10 Bid Evaluation and Award, add language to include, “best value” other than lowest price awards
- 3.3.4 Receipt of Proposals, add clarity to allow for eMaryland Marketplace, eMMA bid submissions

(The complete proposed procurement policy in redline format is available on the Board of Trustees Portal.)

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 9, 2025
ACTION ITEMS 2425-33
APPROVAL OF THE FY27-FY31 STATE CAPITAL BUDGET PROPOSAL**

RECOMMENDED ACTION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees, St. Mary's College of Maryland of the FY27-FY31 State Capital Budget Proposal. The Technology, Buildings and Grounds Committee met on April 22, 2025, and endorsed this recommendation, of the attached FY27-FY31 State Capital Budget Proposal.

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 \$22.9M for construction support in FY28 which includes the deferred final design funding, \$23.8M in construction in FY29, and \$10.3M the remaining construction and equipment funding in FY30 to finish the renovation. Total project costs are forecasted at \$60.2M.

SMCM - Capital Budget Plan FY26-F

Design

Constructio

in \$M

Next Reques

FY26 FY27 FY28 FY29 FY30 FY31

Infrastructure	State	-	-	2.0	2.0	2.0	2.0
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Montgomery Hall	State	-	0.4	22.9	23.8	10.3
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3.9	5.5	28.6
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State

SMCM	State	0.0	4.3	30.4	53.8	12.3	2.0
	College	0	0	0	0	0	0
GOVERNOR'S CIBY26	INFRASTRUCTURE	0.0	0.0	2.0	2.6	2.6	2.6
	MONTGOMERY HALL	0.0	0.4	22.9	23.8	10.3	0
	SCHAEFER HALL	0.0	3.9	5.5	28.6	-	-
	TOTAL	0.0	4.3	30.4	53.8	12.3	2.0

Schaefer Ha

BOARD OF TRUSTEES
ST. MARY’S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 9, 2025
ACTION ITEM – 2425-34
APPROVAL OF THE AUTHORITY AND RESPONSIBILITY MATRIX

RECOMMENDED ACTION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees, St. Mary’s College of Maryland, of the Authority and Responsibility Matrix.

RATIONALE

The Authority and Responsibility Matrix was developed to provide an accurate and clear summary of the responsibilities delegated to the Board of Trustees, the President, and to the Officers of the College, regarding various functions and operations. The Authority and Responsibility Matrix highlights actions that require Board of Trustees approval, as well as those that require Board of Trustee notification. The Authority and Responsibility Matrix last received Board of Trustee approval on May 12, 2024.

The Committee is recommending the following updates:

- Changing the title of Director of Budgets to AVP of Finance

St. Mary's College of Maryland
Authority and Responsibility Matrix
 Last Approved by the Board of Trustees on May 12, 2

Prepare		Recommend		Approve	Notify
Budget & Finance					
VP	President		Board		
VP	President		Board		
VP	President		Board		
	VP		President		Board
VP	President		Board		
	VP		President		Board
VP	President		Board		
	VP Business /		President		Board
	VP Business /		President		Board
AVP Finance	VP		President		
Banking / Bond Issues					
VP	President		Board		
VP	President		Board		
Procurement and Memoranda of Understanding					
VP	President		Board		
	Director of Procurement		VP		President/Board
Director of Budget	Director of Procurement		VP Business/CFO and Board of Pt		President/Board
Director of Procurement	Director of Budget	VP of —	VP Business/CFO and Board of Pt		President
HSM	VP		President		Board
Unit/Department Head	Impacted VP and VP Business/CFO		President		
Information Technology					
	AVP Office of Information Technology and VP		Board		
	AVP Office of Information Technology and VP		Board		
Facilities					
VP	President		Board		
VP	President		Board		
VP	President		Board		
VP	President		Board		
VP	President		Board		
	Unit		Board		President/Board
	VP of		President		Board
	Division		VP for Academic Affairs/Dean of Faculty		
	VP		President		Board
Division	VP for Academic Affairs/Dean o		President		Board
	Human Resources		VP of		President/Board
	VP		President		Board
	VP		President		Board

Approv		Notify
President	Boar	
President	Boar	
President	Boar	
VP	President	
President	Boar	
President	Boar	
Reporting to Government Agencies		
VP Business/CFO and	Boar	
VP Business/CFO and	Boar	
VP Equity and Strategic Initiatives	Boar	
Academic Affairs		
President	Boar	
President	Boar	
	President	Boar
President	Boar	
Student Affairs		
President	Boar	
VP Student	President	Boar
President	Boar	
Advancement		
President	Boar	Foundation
VP	President	Boar
President	Boar	
Enrollment Management		
President	Boar	
President	Boar	
Other Policies		
President	Boar	
President	Boar	
President	Boar	
President	Boar	

Administrative Are	
Fiscal Year Budgets - Operating and Cap	
Rates: Tuition, Fees, Room and L	
Auditors' Report and Audited Financial S	
Operating Budget Revision: Revenues = or >	
Operating Budget Revision: Revenues < F	
Plant Budget Revision < \$200K	
Plant Budget Revision > \$200K	
Liquidation of up to 10% of Quasi-	
Spending Authority above 5% of Annual	
Contingency Budget Spending	
Issue Revenue Bonds / Bank Loans	
Bond Refinancing	
Procurement Policy	
Procurement >\$100K	
Procurement >\$1.0M	
Procurement: State Capital Funds	
Facility and Service Agreements wi	
Various Memoranda of Understanding and	
IT Master Plan (Required by State)	
IT Security Plan (Required by State)	
Facilities Master Plan	
Building	
Building Programs	
Acquisition/Disposal of Real Property	
Annual Facilities Condition Report	
Appointment - Staff (Department Head a	
Appointment - Staff (Assistant VP a	
Appointment - Faculty	
Termination - Staff	
Termination - Faculty (LAW Bylaws)	
Contract Renewal - Probationary Status to Permanent I	
Create New Position	
Union Agreement AFSCME	

Administrative Area	Prepare	Recommend
Staff Salary Plan	VP	
Employee Handbook	VP	
Modifications to Retirement	VP	
Staff Senate Bylaw	Staff Senate	
Various Human Resources	VP	
Faculty	Faculty and VP for Academic Affairs/I	
	Managing for Results Submi:	Director of Institutional Provost VP for Academic Affairs/De
	Performance Accountability Re	Director of Institutional Provost VP for Academic Affairs/De
Cultural Diversity		Chief Diversity Officer and VP Equity and St
	Faculty Reappointment, Tenure,	VP for Academic Affairs/Dean of
	Curriculum Changes, Majors and	Faculty and VP for Academic Affairs/I
	Study Abroad Sites, SMCN as pri	
Academic Policy		Faculty and VP for Academic Affairs/I
	Student Trustee-in-Training	VP Student
	Cleary and Crime Statistics	Public Safety
Title IX Policy		VP Student
	Capital or Comprehensive	VP
	Named Opportunities Less th	VP Advancement and VP
Named Opportunities		VP Advancement and VP
	Note 1: Requires final approval by Boarc	
Admission		VP Enrollment
Financial Aid Award		VP Enrollment
	Revision of any Policy Approved by the f	VP of
Order of the Ark and Dove		
Conferral of		VP for Academic Affairs/Dean of
Honorary Degree		
<i>Note: in the event that any item in this Authority Matrix conflicts with specific authorities provided in a Board of Trustees approved p</i>		



**BOARD OF TRUSTEES
INSTITUTIONAL ADVANCEMENT COMMITTEE**

St. Mary's College of Maryland Foundation, Inc. Report

Date of Meeting: May 8, 2025

Reporter: Tomi Hiers '97, SMCM Foundation Vice President (filling in for President Dan Schiffman '91)

The Foundation's Joint Advisory Committee (JIAC) and the Foundation Board of Directors met on April 17, 2025. The JIAC had a robust discussion with its investment manager J.P. Morgan on the endowment portfolio which as of March 31, 2025, stood at \$40.7M net of fees. The portfolio has a fiscal year-to-date performance of +4.2%. The meeting focused on market drivers, volatility and risks, going in depth about the market uncertainties. The JIAC reported to the Foundation Board that the portfolio, thanks to ongoing prudent investments, offered the flexibility to stay invested, manage risks and capitalize on tactical opportunities. The JIAC had also requested a scan of the portfolio regarding its Environmental, Social and Governance (ESG) positioning. J.P. Morgan reported that its screening determined that the portfolio was in line with peers and comparable endowments and had no exposures. The JIAC will have a special meeting in July with J.P. Morgan to keep abreast of the market volatility.

An RFP for an investment manager, required by the Foundation every seven years, was issued. A review committee will work in May to critique the submitted proposals and narrow them down to several for interviews in the summer.

The Foundation discussed recommendations from its Governance Committee, approving three prospects for Executive Director Curry to offer Board seats. In September, Directors Bonnie Green '74, Susan Paul and Nicole West are leaving the Board due to term limits. Directors also reviewed criteria for Board selection, including setting a minimum gift expectation for all members.

Among other Foundation agenda items, members heard a report from Executive Director Curry on the Taking the LEAD campaign and fundraising toward the residence hall modernization project. She led a discussion on the successes and lessons learned from the campaign in order to strengthen the next campaign. SMCM President Tuajuanda Jordan offered insights into the presidential search, legislative session, infrastructure needs, enrollment and the impact the Foundation Board has made over the years, particularly in building a strong framework for future campaigns. This being President Jordan's last meeting before retiring, Foundation Directors paid tribute to her legacy with Director Scott Raspa presenting a specially crafted jeweled gift on behalf of the Board.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 8, 2025
INFORMATION ITEM
III.B.
FY26 LEGISLATIVE SESSION FINANCIAL IMPACT**

FY26 Operating Budget

Governor Moore's proposed FY26 operating budget for St. Mary's College of Maryland funded the College's General Fund Grant and allotment from the Higher Education Investment Fund for a total of \$41.685M in state support. However, statutory amendments proposed in the Governor's budget would have eliminated the College's funding formula at the end of FY25. In response, the College executed a comprehensive lobbying effort – including individual discussions with legislative leaders and the Governor's budget advisors, testimony delivered during budget hearings, and outreach by individual Trustees – to successfully remove these provisions from the final state budget. The College's funding formula remains intact for FY26 and beyond.

As a result of legislative action, the College's FY26 state support will increase by approximately \$2.65M from FY25 levels. Neither the Senate Budget & Taxation Committee nor the House Appropriations Committee adopted additional reductions to the College's operating budget; in fact, the Committees approved an additional 1% cost of living adjustment for state employees which will be calculated and disbursed to the College by the Department of Budget & Management at the start of FY26.

FY26 Capital Budget

The College's FY26 capital budget was kept in line with the Governor's proposal, deferring funding for both the Montgomery Hall Renovation and Campus Infrastructure Improvements projects to FY27 and FY28, respectively. Funding for the Calvert Hall Interior Renovation project was also deferred beyond FY29 to prioritize funding for academic improvements in Schaefer Hall. The Division of Business & Finance has engaged the Department of Budget & Management to pursue inclusion of these priorities in the Governor's FY27-FY31 Capital Improvement Plan. No additional changes were made to the College's capital budget by the legislature.

FY25 Operating Budget Adjustment

The state issued an amendment for the FY25 general fund appropriation in the amount of \$1,525,888 to cover the cost of the FY25 COLA increases that were received on July 1, 2024. This funding is inclusive of additional funds provided to cover increment increases negotiated by the Department of Budget & Management and AFSCME. This brought the overall FY25 State General Fund Appropriation to \$38.01M.

**ST. MARY’S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 8, 2025
DISCUSSION ITEM III.C.
STATUS OF STRATEGIC INVESTMENTS FROM BOND PROCEEDS**

The FY25 anticipated College expenses to be supported by the bond currently total \$3.83M, which includes strategic planning initiatives from “*The Rising Tide*,” resulting in an expected remaining balance of \$5.2M for FY26, the final year for initiatives available from bond proceeds. The FY26 anticipated College expenses are projected to total \$5.0M, which includes strategic planning initiatives from “*The Rising Tide*”, and the re-allocation of bond funds for the Prince George Hall renovation project.

Included in the materials are the following items which detail bond usage:

- FY25 anticipated bond expenditures
- FY26 anticipated bond expenditures
- Allocated Bond Spending by Category

FY25 Categories of Anticipated Bond Spending		Amount Spent or Anticipated Expenditures	Available Balance
Starting Balance			\$ 20,000,000.00
Cost of Issuance		\$716,415	
			\$ 19,283,585.00
Starting Strategic Allocation Balance (April 1, 2021)			
FY22 Bond Proceeds Drawdown		\$3,184,107	\$ 16,099,478.00
FY23 Bond Proceeds Drawdown		\$3,309,272	\$ 12,790,205.57
FY24 Bond Proceeds Drawdown		\$3,789,627	\$ 9,000,578.47
FY25 Projected Anticipated Expenses			
Retaining Excellent Faculty (\$5.0M)			
FY25 Osprey and Eagle Named Junior Professorships		\$1,789,980	
Osprey and Eagle Research Awards		\$80,000	
Student Engagement/LEAD Focused Programs (\$5.8M)			
Center for Career and Professional Development (program enhancements)		\$500,440	
Center for Career & Professional Development - Internships (Strategic Plan II.C.2)		\$288,000	
Study Aboard Program - Financial Assistance (Strategic Plan I.B.2)		\$165,000	
Honors College Promise Program - Student Research (Strategic Plan II.C.2)		\$212,000	
Marine Science Research Vessel (move to FY26 - using Grant funds first in FY25)		\$0	
Marine Science Lab Equipment		\$178,000	
AutoClave Equipment		\$5,500	
Student Retention Programs (\$1.0M)			
Expand Seahawk Experience (Strategic Plan II.B.1)		\$25,000	
Rebrand Campus Life Experience (Residential & Commuter Students) (Strategic Plan II.B.3)		\$105,000	
Student Alumni Mentor Program (Strategic Plan II.C.1)		\$12,500	
"Must Go To" Programs (Strategic Plan III.A.1)		\$40,000	
Spanish Speaking Diversity Recruitment Specialist Salary + Benefits Cost (Strategic Plan III.A.2)		\$90,000	
Out of State Recruitment Initiative (Strategic Plan III.B.1)		\$40,000	
Travel/Transitional Grants (Strategic Plan III.B.2)		\$50,000	
International Recruitment (Strategic Plan III.B.2)		\$40,000	
Campus Transportation Initiative (Strategic Plan II.B.4)		\$115,000	
Development of New LEAD-Focused Curricular and Co-Curricular Programming (\$2.42M)			
New Program Market Analysis (Strategic Plan I.A.1)		\$25,000	
Create Community-Based Learning Courses (Strategic Plan IV.B.1)		\$35,000	
Recruitment of New Faculty and Staff in LEAD Areas (\$1.4M)			
Dr. Elka Porter, Marine Studies Faculty (Year 3 start-up costs)		\$30,000	
Current Total of FY25 Projected Anticipated Expenses		\$3,826,420	\$5,174,158

FY26 Categories of Anticipated Bond Spending			Amount Spent or Anticipated Expenditures	Available Balance
Starting Balance				\$ 20,000,000.00
<i>Cost of Issuance</i>			\$716,415	
				\$ 19,283,585.00
Starting Strategic Allocation Balance (April 1, 2021)				
FY22 Bond Proceeds Drawdown			\$3,184,107	\$ 16,099,478.00
FY23 Bond Proceeds Drawdown			\$3,309,272	\$ 12,790,205.57
FY24 Bond Proceeds Drawdown			\$3,789,627	\$ 9,000,578.47
FY25 Projected Bond Proceeds Drawdown			\$3,826,420	\$ 5,174,158.02
FY26 Projected Anticipated Expenses				
Student Engagement/LEAD Focused Programs (\$5.8M)				
Center for Career and Professional Development (program enhancements)			\$543,610	
Center for Career & Professional Development - Internships (Strategic Plan II.C.2)			\$288,000	
Study Aboard Program - Financial Assistance (Strategic Plan I.B.2)			\$165,000	
Honors College Promise Program - Student Research (Strategic Plan II.C.2)			\$212,000	
Marine Science Research Vessel (FY26 moved from FY25 - using Grant funds first)			\$513,000	
PHE's Student Internships			\$7,500	
IDEAA Initiatives			\$150,000	
Student Research Support for Faculty Cluster Hires			\$40,000	
Student Retention Programs (\$1.0M)				
Expand Seahawk Experience (Strategic Plan II.B.1)			\$25,000	
Rebrand Campus Life Experience (Residential & Commuter Students) (Strategic Plan II.B.3)			\$105,000	
Student Alumni Mentor Program (Strategic Plan II.C.1)			\$32,500	
"Must Go To" Programs (Strategic Plan III.A.1)			\$40,000	
Spanish Speaking Diversity Recruitment Specialist Salary + Benefits Cost (Strategic Plan III.A.2)			\$90,000	
Out of State Recruitment Initiative (Strategic Plan III.B.1)			\$40,000	
Travel/Transitional Grants (Strategic Plan III.B.2)			\$150,000	
International Recruitment (Strategic Plan III.B.2)			\$40,000	
Campus Transportation Initiative (Strategic Plan II.B.4)			\$115,000	
Prince George Hall Renovation Project			\$1,250,000	
Development of New LEAD-Focused Curricular and Co-Curricular Programming (\$2.42M)				
Create Community-Based Learning Courses (Strategic Plan IV.B.1)			\$35,000	
OIT Infrastructure Enhancements for Library			\$325,000	
Recruitment of New Faculty and Staff in LEAD Areas (\$1.4M)				
FY26 Academic Affairs Faculty Cluster Hire			\$200,000	
FY26 Student Research Assistants			\$65,760	
Faculty Retention			\$115,000	
Enhanced Business Efficiency (\$0.5M)				
ERP Project Manager			\$409,000	
Current Total of FY26 Projected Anticipated Expenses			\$4,956,370	\$217,788

Allocated Bond Spending by Category						
	Amount Allocated	Amount Actually Spent in FY23	Amount Actually Spent in FY24	Amount Projected for FY25	Amount Projected for FY26	Balance
Retaining Excellent Faculty	5,000,000					
Osprey and Eagle Named Junior Professorships		3,069,946	1,737,845	1,789,980		
Osprey and Eagle Research Awards		102,974	80,000	80,000		
Balance Remaining						(1,860,746)
Student Engagement/LEAD Focused Programs	5,800,000					
Center for Career & Professional Development (program enhancements)		503,508	288,000	500,440	543,610	
Center for Career & Professional Development - Internships (Strategic Plan II.C.2)		217,599	288,000	288,000	288,000	
Student / Academic Support		493,476	140,000			
Study Aboard Program - Financial Assistance (Strategic Plan I.B.2)			81,900	165,000	165,000	
Honors College Promise Program - Student Research (Strategic Plan II.C.2)			130,000	212,000	212,000	
Executive Motor Coach Initiative			225,000			
Marine Science Research Vessel						
Marine Science Lab Equipment				178,000	513,000	
AutoClave Equipment				5,500		
PHE's Student Internships					7,500	
IDEAA Initiatives					150,000	
Student Research Support for Faculty Cluster Hires					40,000	
Balance Remaining						452,467
Student Recruitment/Retention	1,000,000					
Summer Bridge Program - Sun Pinus LLC		8,073	28,625			
Presidio for IT Assessment - Resident Hall & Academic Connectivity Improvements		122,268				
"Must Go To" Programs (Strategic Plan III.A.1)			31,167	40,000	40,000	
Out of State Recruitment Initiative (Strategic Plan III.B.1)			40,000	40,000	40,000	
Student Alumni Mentor Program (Strategic Plan II.C.1)				12,500	32,500	
Expand Seahawk Experience (Strategic Plan II.B.1)				25,000	25,000	
Rebrand Campus Life Experience (Residential & Commuter Students) (Strategic Plan II.B.3)				105,000	105,000	
Travel/Transitional Grants (Strategic Plan III.B.2)				50,000	150,000	
International Recruitment (Strategic Plan III.B.2)				40,000	40,000	
Spanish Speaking Diversity Recruitment Specialist Salary + Benefits Cost (Strategic Planning Initiative)				90,000	90,000	
Campus Transportation Initiative (Strategic Plan II.B.4)				115,000	115,000	
Prince George Hall Renovation Project					1,250,000	
Balance Remaining						(1,577,883)
Development of New LEAD-Focused Curricular and Co-Curricular Programming	2,420,000					
Throwing Sports Project (student recruitment/retention)		100,000				
Marine Science Near Shore Vessel (Murlins 233)		98,531				
Design Costs for Renovation for Schaefer Hall for Marine Science Lab		161,800	26,500			
Iver C. Franzen Maritime - Marine Science Research Vessel design services		8,000	11,500			
Renovation Costs for Schaefer Hall for Marine Science Lab			442,632			
Marine Science Instructional Lab Equipment (Estimated Cost)			30,958			
Composite Yachts - Design, Research, & Development Services for Marines Science Research Vessel			64,500			
Create Community-Based Learning Courses (Strategic Plan IV.B.1)			5,000	35,000	35,000	
Neuroscience - EEG Machine			30,000			
New Program Market Analysis (Strategic Plan I.A.1)				25,000		
OTT Infrastructure Enhancements for Library					325,000	
Balance Remaining						1,020,579
Recruitment of New Faculty and Staff in LEAD Areas	1,400,000					
Academic Search (Senior Professor of Business Administration)		52,975				
Dr. Erika Porter - Marine Studies Faculty (Base Salary + Start-up costs) (2 years begins in FY23)		115,628	20,000	30,000		
Dr. Silvio Borrero, William Steale Professor of Business (base salary + start-up costs + moving expenses) (2 years begins in FY23)		15,000	23,000			
Coordinator of Studio Art (Base Salary + FICA) (2 years begins in FY24)			71,500			
Marine Science Instructional Lab Coordinator (Base Salary + FICA) (2 years begin FY24)			78,000			
Assistant Professor of Business (Base Salary + FICA) (2 years begin FY24)			125,500			
Performing Arts, Theatre Visiting Assistant Professor (Base Salary + FICA) (2 years begin FY24)			78,000			
FY26-27 Academic Affairs Faculty Cluster Hire					200,000	
FY26 Student Research Assistants					65,760	
Faculty Retention					115,000	
Balance Remaining						409,637
Enhanced Business Efficiency	500,000					
NEC Campus Phone System Upgrade		540,073				
All Marine - Install of Boat Lift River Center		8,162				
ERP Project Manager					409,000	
Balance Remaining						(457,235)

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 8, 2025
INFORMATION ITEM III.D.
REPORTABLE PROCUREMENT ITEMS

In accordance with the College's Internal Procurement Requirements and Practices Statement, as well as the Board-approved Authority and Responsibility Matrix, all purchase orders and contracts that exceed \$100,000 must be approved by the Vice President for Business /CFO or an approved designee. These procurements are required to be reported to both the president and the Finance, Investment, and Audit Committee of the Board of Trustees.

The following procurement items were approved during the period January 17, 2025 to April 30, 2025.

Payee	Description	Amount
Sorenson Gross	Prince George Residence Hall Phase I Renovation	\$3,008,364
Data Networks	Managed IT Services- Managed Network	\$222,375

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT AND AUDIT COMMITTEE
MAY 8, 2025
INFORMATION ITEMS III.E.
PRINCE GEORGE HALL DESIGN-BUILD RENOVATION UPDATE**

Following the Executive Committee of the Board 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 a Notice to Proceed to SGC on April 7, 2025, and the project kick-off meeting was held on April 16, 2025.

On April 21, 2024, the Board of Trustees approved the budget of \$3.1M and the Maryland Board of Public Works (BPW) approved the project to be awarded to Sorensen Gross Company on April 23, 2025. The official Pre-Construction meeting was held on April 24, 2025, and the bathroom design is underway. Based on approved project schedule that was presented during the Pre-Construction Meeting, the PG Hall Design-Build Renovation Project is still on schedule for substantial completion by August 1, 2025, and will be turned over for student occupancy by August 15, 2025.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MAY 8, 2025
INFORMATION ITEM III.F.
JOINT INVESTMENT ACTIVITIES**

The Foundation's Joint Investment and Advisory Committee met on April 17, 2025, to review the Foundation's endowment portfolio with its investment manager J.P. Morgan. The Committee also received a report on the College's endowment/quasi endowment.

St. Mary's College of Maryland Foundation

As of March 31, 2025, the total market value of the Foundation's endowment was \$40.95M . The endowment consists of two parts: the endowed funds held at JP Morgan (\$ 40.7M), and the WesBanco shares (\$245K).

In FY25, the endowed funds managed by JP Morgan have increased in market value by \$ 1.2M, comprised of \$ 1.2M in donations, \$561K in income, \$1.24M increase in investment value, and distributions of \$1.8M

St. Mary's College of Maryland Endowment and Quasi Endowment

Invested endowment funds, managed by 19/19 Investment Counsel, have a market value of \$4.98M as of April 30, 2025. Funds are currently invested in a mix of fixed income instruments and equities.

Over a 12-month period, the endowment funds have increased in market value by \$327K, with an annualized rate of return of 7.03%.