



**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF SEPTEMBER 24, 2025**

**OPEN SESSION
AGENDA**

- I. DISCUSSION ITEMS**
 - A. FY27 – FY31 State Capital Budget Request
 - B. Office of Information Technology Report
 - C. Campus Master Plan

- II. ACTION ITEMS**
 - None

- III. INFORMATION ITEMS**
 - A. Marine Science Program – Status of Vessel Construction
 - B. College Managed Capital Projects
 - C. Residence Hall Modernization
 - D. Mattapany Road Improvements
 - E. Historic St. Mary's City Commission Report
 - F. Meeting Minutes - April 22, 2025

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

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
SEPTEMBER 24, 2025
DISCUSSION ITEM I.A.
FY27-FY31 STATE CAPITAL BUDGET REQUEST**

The College's proposed FY27-FY31 Capital Budget request for St. Mary's College of Maryland. Our proposed state-funded capital budget request includes funding for the Montgomery Hall Renovation, Schaefer Hall Renovation and Expansion, Landers Library Renovation (update only), and Campus Infrastructure Improvements.

Capital Improvement Program (CIP) Request Details

Montgomery Hall Renovation (Priority 1)

This renovation project remains at the core of our strategic planning efforts to provide adequate facilities for our academic programs as identified in the College's 2012-2027 Master Plan. This project created an opportunity for the College to plan an extensive renovation of the entire 46-year-old building to replace major building components (roof, walls/windows/doors, and MEP systems), improve space allocations and functional adjacencies, update life safety systems to comply with current codes, and create the first Net Zero carbon neutral facility on campus in support of the Moore-Miller Administration's environmental priorities as described 2024 State Plan.

The state's enacted \$63.16M will accommodate a major renovation to the facility and address academic program space deficiencies that have gradually increased over the past forty years. The College hired Hord Coplan Macht Architects (HCM) to assist in the visioning and programming of the project and to complete the Program Part I/II. Based on recommendations from DBM, a revised Program will be resubmitted to the state reflecting a reduced scope that aligns with the approved space allocations in September 2025.

Campus Infrastructure Improvements (Priority 2)

St Mary's College of Maryland requests funding for various infrastructure improvements in multiple phases to address critical deferred maintenance and renewal needs. Funding for these capital reinvestments is essential for attracting, recruiting, and retaining students, faculty, and staff, while preserving the cherished legacy of this historic institution.

Specifically, the College is submitting a capital improvement request for \$2.54M to support the critical restoration and modernization of St. Mary's Hall, a historic building constructed in 1906 that provides a wide variety of programmed uses, including musical performances, lectures, theater coursework, and community events. Considering the state-approved renovation of Montgomery Hall (Priority 1), the hall will have an equally important role in providing swing space needed to accommodate the displaced theater, dance, and performance programs. The major exterior components of the restoration and modernization include: 1) masonry façade repairs 2) slate roof, dormers, and chimney repairs 3) wood soffit and gable repair and replacement 4) gutter and downspout repairs 5) restoration of twenty-three historic

windows, and 6) ADA improvements to improve accessibility to the building and annex. Major interior improvements will include: 1) removal of the sloped floor and seating to increase the functional capabilities of the space with a flat-floor open floor plan to accommodate an even greater number of functions and activities 2) restoration of interior ceilings/walls/floors 3) upgrades and replacement of existing mechanical HVAC systems 4) and electrical lighting and power improvements to accommodate existing and future functions.

Other specific projects to be funded in each budget year have been adjusted based on an updated evaluation of project priorities and opportunities for efficiency in procurement and/or execution. The annual costs remain consistent with the infrastructure CIP. The FY27 campus infrastructure improvement funding request, detailed in the CBIS report, will fund energy efficiency projects in Kent Hall - HVAC replacement phase II, the Campus Center boiler replacements, the lower Landers Library roof replacement, and the Kent Hall building envelope and parking lot upgrades.

Schaefer Hall Renovation and Expansion Project (Priority 3)

Last year, the College submitted a Program Part I for the Schaefer Hall Laboratory Expansion & Greenhouse Replacement Project. This project addressed both growing student demand in STEM academic programs and the need for functional future laboratory space while existing laboratories are renovated. The expansion would include the replacement of the aging Greenhouse with a newly constructed, energy-efficient structure located on the roof of the expansion.

The Vice President for Academic Affairs, along with the Office of Institutional Research, have advised that despite previous laboratory renovations in Schaefer & Goodpaster Halls, future academic growth and student enrollment projections in this space continue to increase more rapidly than anticipated. This projected growth, coupled with the need to renovate the aging laboratories within the building, represents the basis for this justification.

DBM recommended that the College take a broader, more comprehensive approach and include the total renovation of the thirty-one-year-old laboratory building with the expansion request and resubmit a Program Part I/II for the entire project. The College concurs and will engage an A/E consultant to develop the Programming and Visioning of this project, with the submission of a completed Program Part I/II anticipated by December 2026.

Hilda C. Landers Library Renovation Project (Update Only)

This project was funded through the Maryland General Assembly in FY23 in the amount of \$4.0M. We do not request any additional capital funding in FY27. The project includes the conversion of underutilized library inventory space into flexible student support space to bolster the College's retention, completion, and workforce preparation initiatives. Specifically, this renovation will enable the College to provide efficient support for student success by relocating the Center for Career and Professional Development (CCPD), the Office of International Education, and Media Services programs to the first floor.

Co-location of these high-demand, student-centric functions with existing library resources and the Writing & Speaking Center will create seamless and effective point-of-contact access and

support for both students and faculty. It will also improve space utilization and efficiency by condensing library spaces onto the second floor. This will promote the benefit of arranging quiet reading, research, and study spaces on one floor, separating them from the more active, collaborative, and instructional facilities on the first floor. Finally, this project will provide additional swing space in Glendening Hall, where CCPD is currently in its current location, to accommodate future programs. The 100% construction documents are completed, and the construction is scheduled to begin in December 2025.

**ST. MARY'S COLLEGE OF MARYLAND
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TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
SEPTEMBER 24, 2025
DISCUSSION ITEM I.A.
OFFICE OF INFORMATION TECHNOLOGY REPORT**

Legislative Audit Finding Remediation Plan

In February 2025, the Office of Legislative Audits delivered its final findings following a comprehensive review of the institution's technology and security practices. In response, the Office of Information Technology (OIT) initiated a structured, four-phase remediation plan to address the audit recommendations and strengthen institutional resilience. The plan began in April 2025 with a network security assessment, which served as a diagnostic of the institution's digital infrastructure. This assessment identified areas for improvement in system performance, security, and compliance. The remediation process prioritizes issues based on their severity and impact, with the goal of reducing risk, improving operational efficiency, and ensuring alignment with industry standards.

Remediation Timeline & Status

Phase	Focus Area	Status	Completion Date
Phase I	Immediate risk reduction and foundational safeguards	Completed	June 30, 2025
Phase II	Strengthening access controls and legacy system cleanup	Completed	August 1, 2025
Phase III	Infrastructure modernization and application security	In Progress	December 1, 2025
Phase IV	Long-term monitoring, governance, and awareness	Scheduled	December 31, 2025

This initiative reflects the institution's commitment to strengthening its operational integrity and long-term resilience. It prioritizes audit compliance and accountability, enhances institutional readiness through improved risk management, and supports modernization of core infrastructure to enable sustainable growth. The plan also emphasizes campus engagement through targeted training and awareness efforts and reinforces governance through the establishment of regular audit procedures and real-time monitoring. The Office of Information Technology remains on track to complete all remediation activities by December 2025, ensuring alignment with audit expectations and institutional priorities.

Multi-Factor Authentication Campus-wide Implementation

In response to the Department of Legislative Services' four-year audit, St. Mary's College of Maryland (SMCM) is now mandated to implement Multi-Factor Authentication (MFA) for all users accessing systems that contain sensitive institutional data. This requirement applies to faculty, staff, students, and affiliates, and reflects the growing scrutiny of digital infrastructure across higher education. The mandate reinforces SMCM's responsibility to protect both personal and institutional information from unauthorized access and cyber threats.

Multi-Factor Authentication is a security protocol that requires users to verify their identity using two or more methods - typically a password combined with a mobile device prompt. This layered approach significantly reduces the risk of unauthorized access, particularly from phishing attacks and credential theft. The current ID and password system, while user-friendly, presents a single point of failure. MFA mitigates this vulnerability and aligns SMCM with peer institutions that have adopted similar protocols as part of their cybersecurity frameworks.

The importance of MFA cannot be overstated. Higher education institutions are increasingly targeted by sophisticated phishing campaigns, and regulatory compliance now demands stronger authentication measures. A breach of credentials could expose sensitive data, disrupt operations, and damage institutional trust. By implementing MFA, SMCM is taking a proactive stance in risk mitigation, operational continuity, and reputation management.

All individuals with access to sensitive systems—including faculty, staff, students, and affiliates—are required to enroll in MFA. The implementation is currently underway, with the Office of Information Technology actively onboarding users and providing support. The enrollment period is scheduled for October 1 through October 31, 2025, and full compliance is expected by December 1, 2025.

This initiative is a cornerstone of SMCM’s broader digital risk management strategy. It positions the College as a leader in responsible data stewardship and demonstrates our commitment to protecting the integrity of our digital assets.

Server Room Replacement Plan

Over the past decade, St. Mary’s College of Maryland (SMCM) has undertaken a comprehensive initiative to upgrade campus infrastructure supporting network, enterprise systems, and the server room. These upgrades are critical to maintaining efficient, secure, and future-ready operations.

Upgrading the server room to support both on-premises and cloud servers is essential for several reasons. The performance reliability by installing new servers. The new servers will offer faster processing speeds and increased capacity, reduce downtime and improve overall system reliability. Additional security and compliance will provide the College with advanced security features, protection against cyber threats and ensure compliance with current regulations. Cost efficiency will assist with the improvement of power and cooling systems that will reduce operational costs, making the upgrade cost-effective over time. Overall scalability and integration with a modern infrastructure that supports emerging technologies and integrates seamlessly with cloud solutions, future proofing SMCM’s IT environment. Stakeholder Value by enhancing technology improves employee productivity and satisfaction, while demonstrating commitment to transparency and sustainability.

Server Replacement Timeline & Status

Phase	Focus Area	Status	Completion Date
Phase I	Project Kick-Off, Setup Hardware, Confirm Access and Licensing	Scheduled	December 2025
Phase II	Configure Dell Server, Deploy and Configure Juniper Switch	Scheduled	February 2026
Phase III	Install and Configure Microsoft Hyper-V Hosts and Deploy Windows Server	Scheduled	March 2026

Phase	Focus Area	Status	Completion Date
Phase IV	Convert and Migrate VMs to New Cluster	Scheduled	April 2026
Phase V	Deprecate and decommission VXRail (VMWare), Project Completion, Final System Monitoring & Maintenance	Scheduled	May 2026

This upgrade ensures that SMCM’s server infrastructure is robust, secure, and adaptable to future demands. The collaboration between OIT and Data Networks reflects a commitment to operational excellence and technological advancement.

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 Spring 2026.

Instructional Technology Infrastructure

Campus instructional technology is at a pivotal inflection point. While short-term interventions have stabilized classroom operations, underlying infrastructure challenges—aging AV systems, HVAC and power instability, and misaligned instructional spaces—continue to compromise reliability and pedagogical effectiveness. These issues are not isolated; they reflect systemic fatigue across multiple buildings and require sustained, strategic investment.

Facilities such as Anne Arundel Hall highlight the risks of legacy design, where in-room network switches pose both security and acoustic concerns, and HVAC failures on upper floors contribute to equipment overheating and accelerated failure. Across campus, instructional spaces like Kent 120, Goodpaster 117, and River Center are underutilized or misconfigured relative to current teaching demands. Faculty are increasingly requesting hybrid learning capabilities, lecture-style configurations, and web conferencing tools—needs that are not adequately supported by outdated analog AV systems, particularly in science labs and legacy buildings.

Budget constraints remain a significant barrier. The Blu Putnam Lab, for example, has \$20,000 allocated for upgrades, yet AV needs alone may consume the majority, limiting broader enhancements such as whiteboards and carpeting. However, scalable design strategies—like standardized push-button wall plates—offer cost-effective solutions that preserve usability and instructional flexibility.

Facility assessments reveal a mix of recent improvements and deferred needs. Schaefer Hall labs require a \$25,000 investment to modernize AV systems. River Center is experiencing increased academic use and demands a full AV upgrade. St. Mary’s Hall, which supports overflow events and theatre classes, needs replacement of its analog projector, sound system, and lighting. Meanwhile, Montgomery Hall and the ARC have minimal instructional AV needs pending renovation or repurposing.

Strategic Recommendations

- Infrastructure Reliability by conducting HVAC and power assessments in high-risk buildings; relocate network switches out of instructional spaces to improve security and reduce disruption.
- Technology Alignment by prioritizing AV upgrades in Kent 120, Goodpaster 117, and River Center to support hybrid learning and lecture capture; standardize AV design in labs for simplicity and maintainability.
- Budget Planning by developing a multi-year capital plan to address deferred AV upgrades; explore phased implementation strategies to balance instructional priorities with fiscal constraints.

The urgency of aligning infrastructure investments with pedagogical goals and institutional growth is essential. Short-term fixes have bought time, but long-term sustainability depends on strategic planning, stakeholder coordination, and resource commitment. With thoughtful execution, SMCM can ensure our learning environments remain secure, functional, and responsive to the evolving needs of students and faculty.

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. The Anthology Payroll system went live July 24, 2025.

Anthology Human Resources 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 were successful in launching the Anthology Payroll module in July 2025. The Anthology Payroll module is a comprehensive payroll management solution tailored for higher education institutions that is designed to streamline payroll processes, ensure compliance, and enhance operational efficiency.

Anthology Finance Updates

St. Mary's College of Maryland is advancing to Phase II of the CNF implementation with support from Anthology. Current efforts focus on configuring key modules — Fixed Assets, Project Management, Budgeting, Bank Reconciliation, and Accounts Receivable (including Billing, Events, Student Transactions, Bookstore, and Recreation Center). Training is being provided to ensure effective adoption across departments.

In addition to these core implementations, the College has identified several critical customization requests to improve efficiency, compliance, and reporting. These include automating financial tags, expanding reporting functionality, enabling direct deposit for student stipends and loans, and reducing reliance on manual processes such as Excel-based reports. Further priorities include developing a check register report, configuring daily deposit reporting, streamlining bank-to-bank transactions, and establishing workflows for petty cash and CPC reconciliation.

Collectively, these enhancements aim to reduce manual workarounds, strengthen audit compliance, and ensure more accurate and timely financial reporting. Collaboration with CNS will be necessary for direct deposit and daily reporting integrations. As Phase II progresses, the focus will be on prioritizing customizations that deliver the greatest operational impact and long-term efficiency.

Anthology Student Updates

Over the past reporting period, the St. Mary's College of Maryland has made substantial progress across governance, system optimization, and operational readiness. Key milestones include the completion of several compliance reviews, such as the internal Data Quality Check (DQC), Return to Title IV (R2T4) analysis, NCAA reporting, subsidiary rollover, and Data Privacy Agreement (DPA) assessments. For example, the NCAA report was custom-built to address recent audit flags and reviewed in detail during the August 29 internal compliance meeting. These efforts have reinforced our regulatory posture and ensured alignment with external audit expectations.

System upgrades were successfully executed, with the test environments elevated to Student 25.2 and Registration 25.9. Smoke testing validated the integrity of FISAP data and confirmed readiness for production deployment scheduled later this month. Several critical incidents were resolved that involved correcting NDS status and residency dates—directly impacting tuition accuracy for affected students. Additionally, a late registration billing issue affecting three students was remediated, and the custom registration bill was deployed to production, improving billing transparency and user experience.

Active workstreams continue to address complex challenges in academic records, financial aid, and student data management. A transcript defect involving repeatable courses and override flags is under investigation, with technical teams reviewing logic inconsistencies. Duplicate student record cleanup remains underway in collaboration with Finance, with targeted outreach to impacted departments. In financial aid operations, discrepancies in FISAP data prompted a test run of the cleanup tool, while integration issues with Slate disrupted award cancellations and status history tracking—prompting a cross-functional review. COD originations have been accepted, and the batch is prepared for posting pending final approval.

Enrollment-level status changes have required reopening multiple cases due to logic inconsistencies and user ID attribution errors. For instance, withdrawn students were incorrectly flagged due to misassigned user IDs, leading to inaccurate enrollment reporting. The online registration process revealed a defect where the register button appears prematurely, and a fix is currently in development. Meanwhile, topics course descriptions have been inconsistently applied across sections, and a decision is pending on whether to implement broader logic to standardize display.

Reporting and customization efforts are advancing, with enhancements requested for Excel-based outputs, student statements, and transcript alignment. The multiple dipping report is under review to address discrepancies in repeatable course logic and DPA alignment. Custom development projects are also progressing, including the deployment of Microsoft Forms to streamline FERPA workflows and automate document triggers.

Ongoing initiatives span academic records, financial aid, student accounts, and portal integrations. These include degree progress tracking, document automation, Clearinghouse reporting, R2T4 packaging, SAP process refinement, and portal cost display enhancements. Student account operations are focused on disbursement posting protocols, refund workflows, and reconciliation reporting. Integration efforts continue across HELIO, Symplicity Residence, Maxient, and state reporting systems, with several workflows in active review or deployment.

Looking ahead, St. Mary's College of Maryland is prioritizing system optimization across all functional areas following recent go-live activities. A strategic initiative is also underway to explore workflow automation for transfer credit processing, specifically targeting AP and CLEP score integration. These forward-looking efforts aim to enhance operational efficiency, reduce manual intervention, and support long-term scalability.

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BOARD OF TRUSTEES
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SEPTEMBER 24, 2025
DISCUSSION ITEM I.C.
CAMPUS MASTER PLAN**

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

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

The College is engaged in an internal, preliminary, master planning phase as a prelude to hiring a consulting firm for the development of the next master plan. The focus of this preliminary phase was to involve the campus community, build upon previous planning goals and objectives, and to identify new initiatives and building projects. This effort culminated with a preliminary master plan in Summer 2024. For the next step, the College will hire a Space Use and Needs Assessment consultant in September 2025, with a target completion of the space assessment plan in December 2025. We anticipate hiring a campus master planning firm January 2026 to assist the College in completing the new 2025 – 2035 campus master plan.

**ST. MARY'S COLLEGE OF MARYLAND
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TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
SEPTEMBER 24, 2025
INFORMATION ITEMS III.A.
MARINE SCIENCE PROGRAM – STATUS OF VESSEL CONSTRUCTION**

St. Mary's College of Maryland is approaching the first anniversary of contracting with Composite Yachts for the construction of a 46-foot research vessel in support of the Marine Science program. Composite Yachts has provided updates with photos of the construction process every week via this [living document](#).

As of Sep 12, 2025 the hull is fabricated, engines & fuel tanks have been installed, and interior cabinetry is nearly complete. They have installed sound insulation on the engine room bulkheads. The mechanics continue to move forward with wiring, rigging, and hydraulics. Composite Yachts is in the process of setting the head holding tank and supporting systems. The bridge deck is currently being prepped for final installation.

SMCM has spent the entirety of the \$900,000 Department of Education appropriation, which had a project period ending on 8/31/2025. The final drawdown was submitted on 6/26/25. The college will cover the balance of the vessel costs.



Figure 1. Twin engines installed in the vessel.

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
SEPTEMBER 24, 2025
INFORMATION ITEM III.B.
COLLEGE MANAGED CAPITAL PROJECTS**

Maryland Heritage Interpretive Center

Maryland Heritage Interpretive Center: The General Construction project awarded to W.M. Davis is scheduled for completion on December 18, 2025. This project will close-out the responsibility of all college managed projects on behalf of Historic St. Mary's City Commission (HSMCC). The Exhibit Fabrication project awarded to Explus, Inc. is scheduled for completion on March 31, 2026. This portion of the project will be managed by HSMCC.

HSMCC received DBM Secretary approval for additional state Construction Contingency Funds (CCF) in the amount of \$724,000. This will support non-funded construction and exhibit costs once approved by BPW on October 22, 2025.

Montgomery Hall Renovation

The Montgomery Hall Renovation: The College has completed the revisions to the Program Part I & II as recommended by the Department of Budget and Management (DBM) and will be resubmitting to DBM in September 2025. The design phase is scheduled to commence in November 2025. The Construction is anticipated to begin in July 2027

Library Renovation

A Request for Proposal (RFP) for the General Contractor (GC) will be issued in October 2025. The GC selection is anticipated to be awarded in December 2025. Once awarded, a phased construction period will allow the Library to remain partially operational while the renovation is in progress. Construction is scheduled to be completed in Summer 2026.

Schaefer Hall Renovation & Expansion

Per DBM recommendations, the College will be submitting a new Program Part I & II for renovating and adding an expansion to the facility. The Executive & Steering Committees are being created to guide the development of the project. An A/E firm will be hired to provide assistance through the Programming & Visioning phase which culminates with the submission of the Program to DBM in December 2026.

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INFORMATION ITEM III.C.
RESIDENCE HALL MODERNIZATION**

The College's four traditional residence halls, Dorchester, Prince George, Caroline, and Queen Anne, were constructed in the late 1960's. Although these facilities receive routine maintenance and repairs, and the furniture is replaced in accordance with the residence hall improvement plan, they are outdated. In order to meet the standards that are expected from higher education institutions, and to attract and retain students, remodeling to modernize these facilities is necessary.

The Prince George Hall modernization was completed in August 2025 by Sorensen Gross Company. This was a Design-Build Project that was completed in 4.5 months. Without the support of the Board of Trustees, this project would never have been possible. Following the success of this project, the same modernization methodology is recommended for Caroline Hall as soon as funds become available.

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SEPTEMBER 24, 2025
INFORMATION ITEM III.D.
MATTAPANY ROAD IMPROVEMENTS**

The project for performing critical safety improvements to Mattapany Road, managed by the St. Mary's County Department of Public Works, includes widening the road and smoothing its undulating surface, making the road significantly safer for motorists, pedestrians, and bicyclists, while minimizing the impact to historical resources.

The relocation of all utility poles has been completed by Verizon and SMECO. The St. Mary's County Department of Public Works will hold road renovation pre-construction meeting this fall. The current anticipated construction start date will begin on September 29, 2025.



**BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
OPEN SESSION
MINUTES**

Date of Meeting: April 22, 2025

Status of Minutes: Approval Pending

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

Others Present: Betsy Barreto, Paula Collins, Carolyn Curry, Jonathan Dobry, Kevin Emerson, Brandon Engle, Katie Gantz, Darry Green, Mary Grube, David Hautanen, Jerri Howland, Shannon Jarboe, Amir Mohammadi, Brad Newkirk, Jenell Sargent, John Seidel, Lisa Smith, David Taylor, Charlie Wilson

Not Present: Danielle Trojan '92

Executive Summary

Technology, Buildings, and Grounds Committee Chair Donny Bryan '73 called the open session meeting to order at 2:31 p.m. Participation was via videoconference.

Meeting Minutes

Minutes of January 8, 2025 - Approved

Discussion Items

Facilities Preliminary Master Planning Leading To Master Planning

The College is currently engaged in an internal preliminary master planning phase as a prelude to hiring a consulting firm to develop the next master plan. Interim Vice President and CFO, Dr. Amir Mohammadi started the discussion that the process is almost finished. President Tuajuanda Jordan presented a broad interpretation. Charlie Wilson and Dr. Mohammadi were co-chairs. A preliminary master committee of 20 individuals from 15 departments was created to get a wide variety of input. These meetings started in September 2024 with three meetings. Individuals were asked to dream big in the first session with a wide variety of ideas that were documented. The second session identified challenges, constraints, and what problems could be faced. The third session identified what could be turned into identifiable projects that could be sorted as was done in the previous master plan. Subsequently, the fourth session, the committee met with Historic St. Mary's City (HSMC) reviewing their master plan and viewing St. Mary's College of Maryland's (SMCM) Master Plan, comparing the two. The object was to not duplicate efforts.

Integration and housing are some of the areas they are dealing with which are some of the same issues the College is experiencing. HSMC is thinking about building a hotel on the land they own. This could be beneficial for both HSMC and SMCM. Session five was with the Executive Council, which took two sessions to show what the concepts are being presented to the Executive Council. They responded with what their priorities are and recommended some of the sorting change to identify some of the projects they think are important. Putting comments together from everyone and approaching session six to be presented to the Technology, Buildings, and Grounds Committee for approval. The College would bring in someone to consult and develop a preliminary conceptual plan to implement. One more meeting with Dr. Jordan and the Board of Trustees will be held to discuss a preliminary master plan and going forward with hiring a firm in the RFP process. Donny Bryan '73 asked about the 20 plus committee group and if money was saved by using internal committee members. Dr. Mohammadi stated that there was likely savings as outside membership would have been more expensive. Paula Collins asked about faculty representation, with Dr. Mohammadi stating that the Associate Deans, Randy Larson, Kelly Neiles, and Sahra Shafqat were present through the planning session.

Action Items

III.A. Approval of the FY27-FY31 State Capital Budget Proposal

The Technology, Buildings, and Grounds Committee will review and consider the FY27-FY31 State Capital Budget Proposal, which includes funding of various campus infrastructure improvements, funding for the design and renovation of both Montgomery Hall and Schaefer Hall. Committee Chair Bryan will read the requested proposal for approval at the May 6, 2025, Finance, Investment, and Audit (FIA) meeting. Rational and summaries are found in the material. Motion to approval III.A. Lex Birney gave motion and was seconded by Committee Vice-Chair Talib Horne '93. Approved motion carried.

III.B. Approval of the Annual Facilities Condition Report

Conducting the annual evaluations of the campus facilities, the Technology, Buildings, and Grounds Committee report its findings to the Board of Trustees with the annual report. Committee Chair Bryan requested a motion to approve with Lex Birney making motion and was seconded by Committee Vice-Chair Horne. Approved motion carried.

Information Items

Historic St. Mary's City Commission Report

Executive Director/CEO John Seidel provided an update on behalf of the Commission, stating that HSMC has been very busy with a lot happening. He offered his appreciation to Dr. Mohammadi, Mary Grube, Assistant Vice President of Finance, and Jonathan Dobry, Director of Capital Planning, Design, and Construction/facilities on working with HSMC to bring all seven Memorandums of Understandings (MOUs) into a single MOU and thanked them for the results of the managed projects including the Maryland Heritage Interpretative Center which the name has been changed to the New Visitor Center for Historic St. Mary's City. The project has been very challenging and working through issues with seeing the light at the end of the tunnel. The interior design is moving forward with installation for late summer for completion and turned over to HSMC. They are currently working on the exhibit with walk through scheduled for April 28, 2025, with completion scheduled for March 2026.

College Managed Capital Projects

Maryland Heritage Interpretive Center

Dr. Mohammadi stated that there have been some challenges, including working with the Department of Budget Management (DBM), and are working through some funding challenges.

Hilda C. Landers Library Renovation

Dr. Mohammadi stated that Charlie Wilson, Campus Architect and Master Planner, has been working on the library renovation project, nearing the construction documents phase, taking nine months with a shared partnership with the Office of Information Technology (OIT) with Dr. Jenell Sargent, Associate Vice President, CIO, CISO, and her team working closely for the needs for new and updated technology, with aging infrastructure. Completion is scheduled for the end of the month with a bid for hiring a contractor by the end of July 2025. The project time frame is estimated for 8-12 months. This project must be done in phases, and the library must remain open with some movements taking place for continued construction.

Montgomery Hall

Montgomery Hall has had very little renovation since 1979 and is in need of a lot of work. The College met with DBM last summer and continues to work through the funding process. The project was submitted with a request of \$68M with \$62M being approved. Jonathan Dobry worked through funding issues with a key requirement changing dramatically with the LEAD classification being changed to Silver. Governor Wes Moore stated that Net 0 must be adhered to which has led to SMCM being only the second institution in the State of Maryland with an approved Net 0 project.

Marine Science Vessel

The Marine Science Vessel is being funded with a grant of \$900,000 with \$447,525 being drawn down; an additional \$148,769 will be drawn down no later than April 30, 2025. The remaining grant balance that needs to be drawn down prior to August 30, 2025, is \$303,706 with some additional work by the procurement office to put the funds in escrow as the College does not want the funds to expire. Committee Chair, Donnie Bryan, inquired about trying to schedule a meeting with Dr. Mohammadi, and informing the committee that within the next two weeks, Mr. Seidel, and the Captain of the Dove along with some Board of Trustee members will go and visit and report back to the board about how progress is moving along.

Prince George Hall Design-Build Update

Prince George Hall design build by Sorensen Gross Company (SGC) construction will begin after graduation. The College will hit the ground running on the Monday after graduation with \$1.39M to get the building ready with bathrooms, bedrooms, and corridors renovations. Committee Chair Bryan stated as to how important this project is and notes that everyone worked diligently to get the project planned and approved. Dr. Mohammadi stated that Mary Grube, Jonathan Dobry, Charlie Wilson, and Darry Green, Procurement Officer/Director of Auxiliary Operations worked many hours on this very challenging project.

Office of Information Technology Report

Dr. Mohammadi thanked Dr. Sargent. A lot is happening with Anthology. Dr. Sargent said that during the Anthology transition, students and the registration process did encounter some challenges; however, the staff were able to ensure all students were able to register. They have

opened registration again for any students needing changes/late arrivals. They are conducting weekly sessions on transcripts getting closer to moving into production by the end of the month. There is a total of nineteen (19) integrations with ten (10) integrations already live and the remaining ones live by the end of the month. Committee Chair Bryan asked Hudson Christenson '25, Student Liaison, his feelings toward Anthology. Hudson responded that students seem to be in the norm with the learning curve and working out the bugs and feel they are in a good place now. He went on to state that a lot of issues with Anthology access to transcripts, course registration is progressing in a good way. Communication is necessary with students being notified that these issues are notices and recognized and are being addressed and fixed. Dr. Jordan asked Mr. Christenson for some insight for ways to communicate these issues with students on a rolling basis. He stated one of the biggest issues is emails, but not all students check emails. Academic advisors are informing students to be careful as it is a new system with facts and questions sight or tabling outside of the Great Room. Mr. Bryan thanked Mr. Christenson.

Dr. Mohammadi said that one of the findings from the Master Planning efforts is that the college will have access to a lot more information that will help address the needs over the next decade. He thanked Dr. Sargent and her directors for their efforts to move forward with the transition. Dr. Sargent was asked to give an update on the Remediation Plan for August 2025. As part of the audit assessment that started this week, identifying critical, high, medium, and low levels to address as they come up with a guideline and time frame to get them completed. Paula Collins inquired about a follow up about Leads to go back to the State for updates. Dr. Mohammadi prepared a report a month ago and is happy with what has been done and will provide an update.

The meeting adjourned at 3:06 p.m.