



**BOARD OF TRUSTEES
OPEN SESSION**

MINUTES

Date of Meeting: October 3, 2015

Members Present: Lex Birney, Cindy Broyles '79, Peter Bruns, Donny Bryan '73, Peg Duchesne '77, Gail Harmon, Sven Holmes, Gary Jobson, John McAllister, Ann McDaniel, Mike O'Brien '68, Katharine Russell, Eric Schroeder '16, Danielle Troyan '92, John Wobensmith

Members Absent: Carlos Alcazar, Laura Cripps, Elizabeth Graves '95, Tim Heely, Steny Hoyer, Glen Ives, Larry Leak '76, Molly Mahoney Matthews

Others Present: Tuajuanda Jordan, Chip Jackson, Laraine Glidden, Leonard Brown, Gary Sherman, Carolyn Curry, Erin Millar, Cheryl Bates-Lee, Anna Yates, Harry Weitzel, Wes Jordan, Vera Damanka '17, Ledesa Eddins, Nick Abrams

Executive Summary:

Board Chair, Gail Harmon, called the open session to order at 11:00 a.m.

A motion was made to approve the agenda and the minutes of May 15, 2015. The motion was seconded and passed unanimously.

CHAIR'S REPORT

Board Chair, Gail Harmon, announced bylaw amendments to eliminate the Community Relations and Government Affairs Committees. Moving forward, the function of the Community Relations Committee will be performed by the Development Committee. The Government Relations Committee will be replaced with the position of Board Liaison for Government Relations, who will report to the Board. After strategic planning, the Board may continue to revise its committee structure in order to align the Committees with the goals set for the College. Committee Co-Chairs have been added as a mechanism to engage and involve more trustees.

PRESIDENT'S REPORT

Financial and Curricular Growth and Sustainability

President Jordan highlighted enrollment numbers and noted that this is the second consecutive year the College met or exceeded new student enrollment targets. Intentional collaboration between Enrollment Management and Advancement is planned for the fall. Work continues toward the \$2.5 million goal for the capital building campaign. The College had a presentation this summer to the County Board of Commissioners, and certain Trustees and a Foundation Board member are planning to host fall receptions in support of the capital building campaign. President Jordan announced that the College ended FY15 with a positive net income. A significant percentage of the surplus will be used to update IT infrastructure. A first step to increased entrepreneurship at the College is the Office of Summer Programming and Life-long Learning. A campus-wide committee, led by the chair of Educational Studies, is developing a new academic program for those who have mental disabilities. This committee is working to pilot the program in Fall 2016.

Rankings

This year, the College dropped four spots to #93 in US News & World Report (USNWR). In terms of reputation and financial yield, it is important that we remain in the top 100 of nationally ranked liberal arts colleges. For the last five to ten years, the College has consistently been ranked among the best public and private liberal arts colleges in the nation by a host of entities with the most dominant being USNWR.

Strategic Planning

The process to meet the timeline and deliverables for Strategic Planning was described. A Strategic Planning Steering Committee (SPSC) has been identified. Each subcommittee of the SPSC is charged with developing two to three prioritized goals that address the themes, the associated tactics, evaluative metrics, and a corresponding budget. In developing the budget, the subcommittees must assume there will be no new sources of revenue. The preamble, mission, vision, core values, and themes (MVVT) were provided to the Board for consideration.

STRATEGIC GOALS FOR DEVELOPMENT

Carolyn Curry, Vice President for Institutional Advancement, gave a PowerPoint presentation, discussing improving infrastructure and the development of a strategic plan for the Development Office. Board, faculty staff and alumni participation rates are an important criteria for successful corporate giving.

The open session adjourned at 12:41 p.m.

Action Item(s):

Strategic Planning – Tuajuanda Jordan

Action Item 1516-05: Approval of Strategic Planning Documents

The Board engaged in discussion regarding the MVVTs presented during the President's Report. It was concluded that a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis should be included in the next phase to guide development of the goals. A motion was made to approve, seconded and passed. Katherine Russell abstained.

Finance, Investment and Audit - John Wobensmith '93

Action Item 1516-06: Revision of FY16 Current Fund (Operating) Unrestricted Budget

Action Item 1516-07: Reconciliation of the FY 16 Plant (Capital) Budget

Action Item 1516-08: FY17 Capital Budget Request

Action Item 1516-09: Collective Bargaining Authority

Action Item 1415-10: Memorandum of Understanding with AFSCME

Action Item 1516-11: Employee Handbook Revision

Action Item 1516-12: 2015 Performance Accountability Report

A motion was made to approve each FIA action item, seconded and passed unanimously.

Student Affairs - Lex Birney/Ann McDaniel

Action Item 1516-13: Changing the Sexual Misconduct Advisory and Resource Team (SMART) to a confidential resource

Action Item 1516-14: Amendment of the Policy against Sexual Misconduct Policy to address recent Maryland law, changes to the Violence Against Women Act and guidance from the Office of Civil Rights

A motion was made to approve each Student Affairs action item, seconded and passed unanimously.

Summary prepared by Ledesa Eddins. 1-11-2016