

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND**

GENERAL SESSION

MINUTES

Date: December 6, 2014
Hour: 10:30 a.m.

Location: Glendening Annex
St. Mary's College of Maryland

TRUSTEES PRESENT

Gail Harmon, Cindy Broyles '79, Larry Leak, Sven Holmes, Glen Ives, Katharine Russell, Lex Birney, Danielle Troyan '92, Gary Jobson, Peg Duchesne '77, John McAllister, Carlos Alcazar, Mike O'Brien '68, John Wobensmith'93, Tim Heely

TRUSTEES ABSENT

Molly Mahoney Matthews, Stephanie Rawlings-Blake, Donny Bryan, Elizabeth Graves '95, Steny Hoyer, Jim Muldoon

OTHERS PRESENT

Tuajuanda Jordan, Chip Jackson, Leonard Brown, Gary Sherman, Mike Grandillo, Sara Slaff, Kathy Grimes, Harry Weitzel, Laura Cripps, Jeff Byrd, Clinton Brantley, Beth Rushing, Dan Branigan, Wes Jordan, Taylor Schafer '15, Gabriel Mbomeh, Jake Wohl '15, Gina Faden, Anna Yates

Chair Harmon called the general session to order at 10:35 a.m.

A motion was made to approve the agenda and the minutes from the last meeting. The motion was seconded and passed unanimously.

CHAIR'S REPORT

Chair Harmon reported on the events of the previous evening, which included a march by a group of students protesting recent police actions. The group was invited to visit with Rep. Hoyer prior to the Board dinner and presented letters to be delivered regarding legislation to end racial profiling.

Harmon invited the Board to share remembrances of trustee emeritus Ben Bradlee, who passed away in November. Several trustees attended the funeral service.

Harmon reported on executive session items and previewed general session agenda items. She thanked President Jordan for her leadership during her first semester of service at St. Mary's.

Harmon summarized recent discussions regarding the revision of faculty bylaws. She requested that the Office of the Attorney General review existing faculty bylaws and review any amendments to ensure that faculty bylaws are consistent with statute and College bylaws.

PRESIDENT'S REPORT

President Jordan thanked the Board for their support. She welcomed Dr. Laura Cripps, new ex-officio representative from Historic St. Mary's City and Harry Weitzel, new president of the Foundation Board and ex officio representative.

Jordan reviewed numerous initiatives, including: the MLK breakfast will feature Michael Steele as the keynote speaker and Rep. Hoyer; updates of the dashboard and responsibility matrix are underway and will be posted before the next Board meeting; a new MOU has been signed with the Sheriff's office; interviews for the Associate Vice President of Strategic Communications are underway. The College has hired BerlinRosen to provide marketing assistance. Jordan is traveling extensively in the region and providing local keynotes to the NAACP, Human Relations Commission and Sotterley's Middle Passage Commemoration. She has also visited with local elected officials and leadership at the base.

ACTION ITEMS AND PRESENTATIONS

Academic Affairs Committee:

Chair John McAllister presented Action Item 1415-38, providing required information to the Maryland Higher Education Commission. A motion was made to approve the report, was seconded and passed unanimously.

Finance, Investment and Audit Committee:

Chair John Wobensmith '93 presented three action items:

Action Item 1415-39: approval of FY14 auditors' report and financial statements.

Action Item 1415-40: approval of FY15 plant fund budget

Action Item 1415-41: approval of FYf16 tuition, fees, room and board. Tuition remains unchanged from previous year's rate.

A motion was made to approve the three action items. There was a second and the items were discussed. The motion passed unanimously.

Chair John Wobensmith '93 presented Action Item 1415-42: creation of a telework policy. A motion was made and seconded to approve the item. Following discussion, the motion passed unanimously. The policy is consistent with state practices governing telework.

Title IX presentation

Dean of Students Leonard Brown presented an update on Title IX compliance policies and procedures. The Board of Trustees will be provided with the link to the online training module.

Public Safety presentation

Public Safety Director Clinton Brantley briefed the Board on work done since his arrival four months ago. Current procedures are being reviewed to improve effectiveness and

professionalism of staff, ensure compliance with Clery reporting and re-establish connections with the local law enforcement community.

President Jordan noted that Public Safety will begin reporting to Dean of Students Leonard Brown on Dec. 8, following a temporary reporting assignment to Vice President of Business and Finance Chip Jackson during personnel transition.

Development presentation

Interim Vice President of Development Mike Grandillo briefed the Board on work done since his arrival in November. Assessment of current staff and policies/procedures for the Foundation Board and Development Committee have been undertaken. A short-term campaign effort is focused on \$2.5 million required to leverage state funds for athletic facilities and a new academic/auditorium building. Grandillo encouraged the Board to actively participate through supporting recruiting, providing internships, donating or obtaining donations and attending events on campus to increase Board visibility.

COMMITTEE REPORTS

Development: Committee Chair Cindy Broyles '79 reported on recent efforts to support the \$2.5M campaign. Alums raised \$15K on Giving Tuesday using social media and will continue to pursue this approach as well as more traditional efforts.

Finance, Investment, Audit: Committee Chair John Wobensmith '93 previewed the role that FIA will play as strategic planning gets underway next year. He encouraged careful consideration of how time and resources will be allocated to support this important initiative.

Admissions: Committee member Carlos Alcazar reported on year-to-date numbers and tracking of applications that is underway. Early decision numbers are similar to last year and fall regular decision numbers were slightly lower. The staff has visited 600 high schools, 100 fairs and all community colleges. A transfer coordinator position has been created to support transfer students through application and enrollment. An enrollment management committee has been created to provide active retention initiatives. Strategic communications efforts include the hiring of consulting firm BerlinRosen and interviews for the Associate Vice President of Strategic Communications.

Academic Affairs: Committee Chair John McAllister reported on progress on the Middle States accreditation process and program reviews which will come before the Board for approval in 2015.

Student Affairs: Committee Chair Lex Birney reported that the committee has restructured its meetings to facilitate presentations and discussions by providing reports in advance. Campus lighting, Title IX, professional development, needs of international students and compliance issues are pending topics.

Community Relations: Committee Chair Glen Ives noted continuing efforts to promote close engagement with the community and build programmatic linkages. President Jordan's outreach has been well-received.

Government Relations: Committee Chair Larry Leak '76 outlined the 2015 legislative calendar to encourage a proactive presence and leverage President Jordan's active engagement. The Alumni relations office will host a legislative reception in February and the Schaefer interns will provide ongoing research on issues of importance to the College.

Buildings and Grounds: Committee Chair Mike O'Brien '68 thanked everyone who attended the campus tour on Friday. The committee will be part of the process of testing assumptions on space planning for the new academic/auditorium building. Faculty/staff housing on campus will be examined for options.

ADDITIONAL REPORTS

Student Trustee: Taylor Schafer '15 noted that students have appreciated the improved lighting on campus. Underrepresented groups are asking for sensitivity training to promote a safe campus for all.

Faculty Senate: Wes Jordan reported that faculty are working on bylaws revisions and will work with the president to ensure compliance and alignment. Chair Harmon noted her request to the Office of the Attorney General to review revisions to ensure a successful process.

Alumni Association: President Danielle Troyan '92 noted initiatives in admissions, development, life after St. Mary's and life beyond St. Mary's County. Chapter development has been successful and will continue to expand.

Foundation: Board president Harry Weitzel reported that the Board has embraced a new role to engage in active fundraising. JP Morgan reported on investment management to the Joint Investment Advisory Committee.

Historic St. Mary's City: Commission member Laura Cripps reported the museum is assessing their community engagement model as part of their accreditation process. The Commission will be voting on a 20-year master plan at their meeting in March. Executive Director Gina Faden announced that Tim Riordan will be retiring. HSMC and the College continue to look for opportunities to partner.

The meeting adjourned at 12:40 p.m.

Summary prepared by

Kathy Grimes

January 14, 2015