



**BOARD OF TRUSTEES  
CAMPUS LIFE AND FACILITIES COMMITTEE  
REPORT SUMMARY**

**Date of Meeting:** May 15, 2020

**Date of Next Meeting:** October 16, 2020

**Committee Co-Chairs:** Donny Bryan '73 and Danielle Troyan '92

**Committee Members:** Carlos Alcazar, John Bell '95, Board Chair Lex Birney, Mike Dougherty, Peg Duchesne '77, Judy Fillius '79, Elizabeth Graves '95, Jasmine Long '20, Scott Mirabile, President Tuajuanda Jordan

**Staff Members:** Leonard Brown, Tayo Clyburn, and Paul Pusecker

**Dashboard Metrics**

N/A

**Executive Summary**

**Information Items**

Vice President for Student Affairs/Dean of Students Report

The Division of Student Affairs partnered across campus to respond to the emerging COVID-19 pandemic. The different departments in the division altered services to meet student needs and worked to remain connected and engaged with students throughout the remainder of the Spring 2020 semester.

The Emergency Response Team (ERT) is a cross divisional group that is charged with addressing emergent situations facing the campus community and recommending on-going actions to the Executive Council. A summary will be provided of the College's ERT and their work in support of the College response to the pandemic.

Inclusive Diversity and Equity Update

Vice President for Inclusion, Diversity and Equity/Chief Diversity Officer Tayo Clyburn provides points of pride accomplished through his collaborative work with faculty, staff, students, and the St. Mary's County community.

Student Trustee Report

Jasmine Long '20 will present summary highlights of her Student Trustee Report.

**Action Item(s) related to specific strategic plan goals as appropriate:**

**II.A. Approval of the FY21 Plant Fund (Capital) Budget**

The Committee will consider the proposed Priority A FY21 Plant Projects. Background information will be provided, including a cost breakdown by priority categories, a listing of FY21 plant budget projects, cumulative project expenditures for FY20 (through March 31, 2020), and historical plant expenditures.

**II.B. Approval of the FY22-26 State Capital Budget**

The proposed FY22-FY26 State-funded capital budget includes the final installment of funding for the New Academic Building and Auditorium and continues funding of various Campus Infrastructure Improvements. The College request includes funding for the design and construction of the Montgomery Hall renovations and construction funds for a limited renovation of Goodpaster Hall.

**II.C. Approval of the Annual Facilities Condition Report**

The Committee will conduct its annual evaluation of the campus facilities and report its findings to the Board of Trustees for approval.



**BOARD OF TRUSTEES  
CAMPUS LIFE AND FACILITIES COMMITTEE  
MEETING OF MAY 2020**

**AGENDA**

- I. DISCUSSION ITEMS (None)**
  
- II. ACTION ITEMS**
  - A. Approval of the FY21 Plant Fund (Capital) Budget
  - B. Approval of the FY22-FY26 State Capital Budget
  - C. Approval of the Annual Facilities Condition Report
  
- III. INFORMATION ITEMS**
  - A. Vice President for Student Affairs/Dean of Students Report
  - B. Inclusive Diversity and Equity Update
  - C. Student Trustee Report
  - D. Minutes (January 31, 2020 and April 24, 2020)

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

**BOARD OF TRUSTEES  
ST. MARY'S COLLEGE OF MARYLAND  
CAMPUS LIFE AND FACILITIES COMMITTEE  
MEETING OF MAY 15, 2020  
ACTION ITEM IIA.  
APPROVAL OF THE FY21 PLANT FUND (CAPITAL) BUDGET**

**RECOMMENDED ACTION**

The Campus Life and Facilities Committee recommends approval by the Finance, Investment, and Audit Committee and the Board of Trustees, St. Mary's College of Maryland, of the proposed FY21 Plant Budget in the amount of \$1.318M. The sole source of funding comes from the student facility fee. The Finance, Investment, and Audit Committee will review these Priority A FY21 Plant projects and recommended approval at its May 15, 2020 meeting.

**RATIONALE**

The Campus Life and Facilities Committee is charged with the responsibility to establish priorities for capital projects. The Committee will consider the proposed Priority A FY21 Plant Projects as shown in the attached schedule as the highest priorities. Background information is attached and includes a cost breakdown by priority categories, a listing of FY21 plant budget projects, cumulative project expenditures for FY20 (through March 31, 2020), and historical plant expenditures.

**ST. MARY'S COLLEGE OF MARYLAND  
FY21 PLANT PROJECT SUMMARY  
PRIORITY A PROJECTS LIST**

	<b>Estimated Cost</b>
<b>Major Capital Projects</b>	
New Academic Building – Café Construction Funds	\$ 295,500
Miscellaneous Capital Projects less than \$200,000	\$ 82,000
<i>Subtotal</i>	<u>\$ 377,500</u>
 <b>Maintenance and Repair</b>	
Miscellaneous Maintenance and Repair Projects less than \$200,000	\$ 224,500
<i>Subtotal</i>	<u>\$ 224,500</u>
 <b>Program Support</b>	
Miscellaneous Projects less than \$200,000	\$ 159,800
<i>Subtotal</i>	<u>\$ 159,800</u>
 <b>Residence Hall Renewal Program</b>	
Miscellaneous Residence Hall Projects less than \$200,000	\$ 556,100
<i>Subtotal</i>	<u>\$ 556,100</u>
 <b>FY21 PRIORITY A PROJECTS</b>	 <b>\$1,317,900</b>

**ST. MARY'S COLLEGE OF MARYLAND  
FY21 PLANT PROJECT SUMMARY**

<b>PROJECT</b>	<b>ESTIMATED COST</b>
<b><u>CAPITAL PROJECTS</u></b>	
New Academic Building - Café Construction Funds	295,500
Goodpaster Hall - Programming	12,000
Montgomery Hall - Gender Neutral ADA Bathroom Upgrade - Phase 1	10,000
Library - First Floor Renovation - Phase 1	60,000
<b>TOTAL COST OF CAPITAL PROJECTS</b>	<b>377,500</b>
<b><u>MAINTENANCE &amp; REPAIR</u></b>	
Miscellaneous maintenance and repair projects - unknown	60,000
Plant Contingency	30,000
Campus Wide - Roof repairs	10,000
Campus Wide - Building Automation	20,000
Campus Center - Roof Flashing Replacement	40,000
River Center - Floating Dock Replacement Phase 1 of 2	50,000
St. Mary's Hall - Window Painting	7,500
Goodpaster Hall - Replace lights/switches GH212	5,000
Montgomery Hall - Bruce Davis Theater - Relocate Power Shut Off	2,000
<b>TOTAL COST OF MAINTENANCE AND REPAIR PROJECTS</b>	<b>224,500</b>

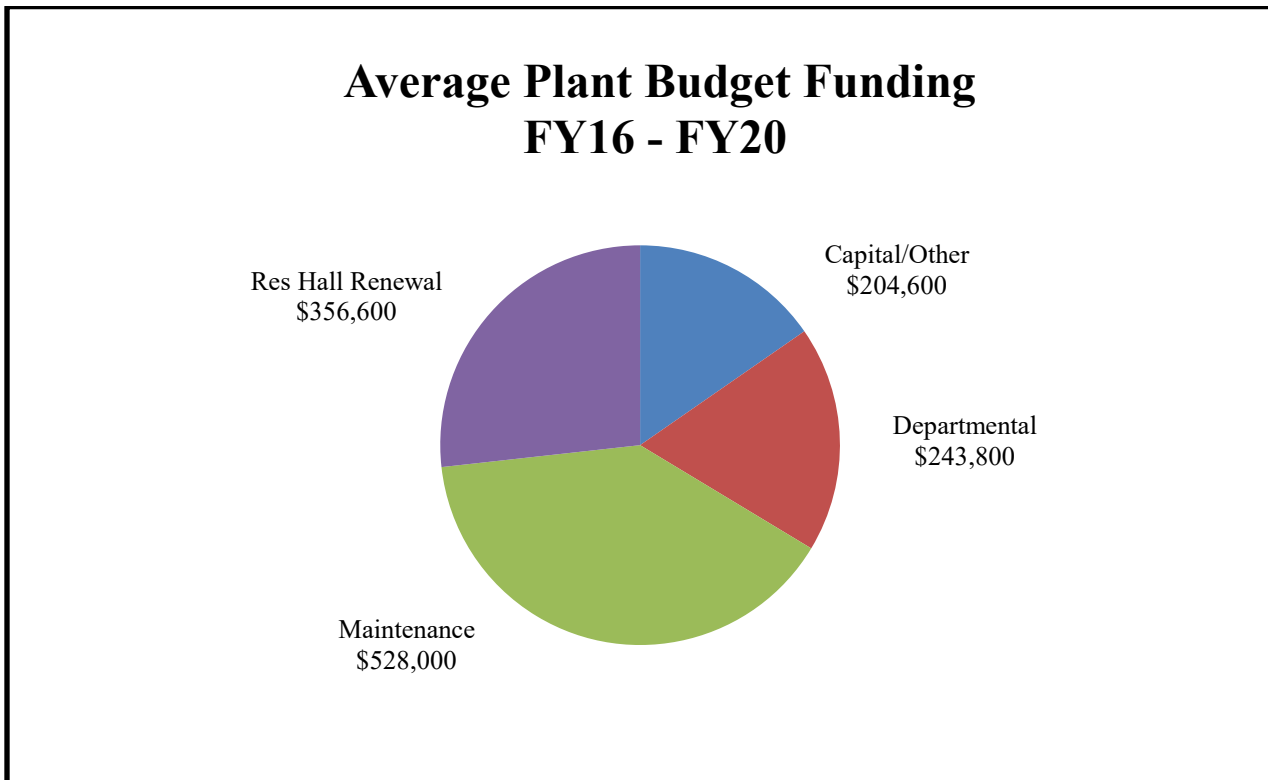
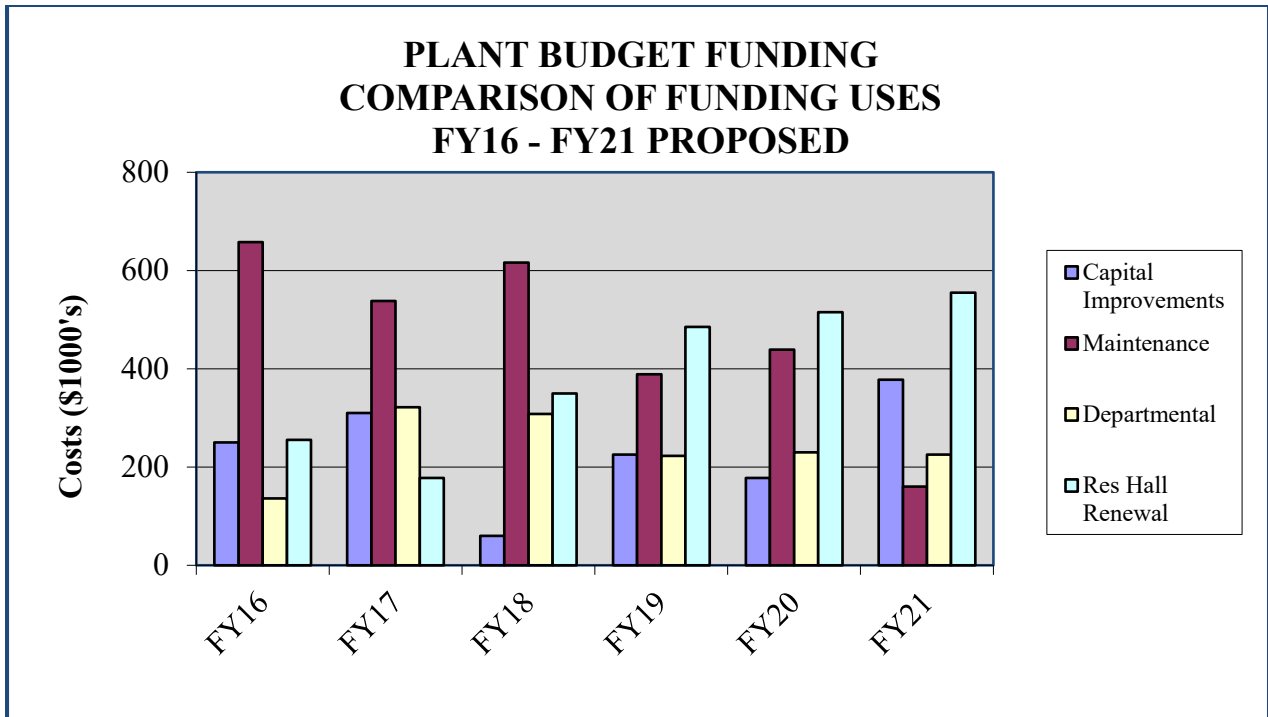
**ST. MARY'S COLLEGE OF MARYLAND  
FY21 PLANT PROJECT SUMMARY (CONTINUED)**

<b>PROJECT</b>	<b>ESTIMATED COST</b>
<b><u>PROGRAM SUPPORT</u></b>	
Classroom Refresh Project	40,000
Library Annex - LI112 Emergency Exit/Second Entrance to Lobby	12,000
Schaefer Hall - Install Card readers on Research Labs & Classrooms	15,000
O'Brien ARC - Screen & Refinish Arena Floor	37,000
O'Brien ARC - Reconfigure Varsity Locker Room	10,000
O'Brien ARC - Screen & Refinish Movement Room Floor	2,500
Misc. Enhancements - unknown	13,300
Baltimore Hall - OIT Renovation Phase 3	10,000
Admission - Repair and Update Restroom	5,000
Miscellaneous site improvements projects - unknown	15,000
<b>TOTAL COST OF PROGRAM SUPPORT PROJECTS</b>	<b>159,800</b>
<b><u>RESIDENCE HALL RENEWAL PROGRAM</u></b>	
Miscellaneous residence hall repairs	30,000
Waring Commons - HVAC replacement Final Phase	40,000
Crescents - Patio Door Replacement Phase 2 of 2	70,000
Traditional Residence Halls - Fire Alarm Phase 1 of 3	65,000
Old Townhouses - Patio Roof Replacement Phase 1 or 3	25,000
Old Townhouses - New Furniture Phase 2 (6 units)	95,000
Lewis Quad - HVAC Replacement (24 units)	63,600
Housing Security Upgrades Phase 1 or 3	140,000
Lewis Quad - Rescreen Stairwells	7,500
Traditional Halls - Renovate Kitchens Phase 1 of 4	20,000
<b>TOTAL COST OF RESIDENCE HALL PROJECTS</b>	<b>556,100</b>
<b>TOTAL COST OF PRIORITY "A" PROJECTS</b>	<b>1,317,900</b>

**PLANT PROJECT EXPENDITURE SUMMARY**  
**Cumulative Project Budgets and Expenditures through March 31, 2020**

<b>Project</b>	<b>Budget</b>	<b>Expenditures</b>	<b>Commitments</b>	<b>Balance</b>
<b>Active Capital Projects &gt;\$200,000</b>				
Misc Maint & Repair	366,516	242,116	22,293	102,107
Misc Small Enhancements	352,473	258,076	22,349	72,048
Misc Residence Hall Projects	247,044	125,403	18,901	102,740
Residence Hall Furniture	411,466	255,286	156,708	(528)
JLR Stadium (Private \$)	1,136,888	991,497	45,801	99,590
Campus Center Chiller Project	285,000	284,385	0	615
<b>Total Projects &lt;\$200,000</b>	<b>794,445</b>	<b>370,172</b>	<b>25,190</b>	<b>399,083</b>
<b>Total Projects</b>	<b>3,593,832</b>	<b>2,526,935</b>	<b>291,242</b>	<b>775,655</b>





**BOARD OF TRUSTEES  
ST. MARY'S COLLEGE OF MARYLAND  
CAMPUS LIFE AND FACILITIES COMMITTEE  
MEETING OF MAY 15, 2020  
ACTION ITEM II.B.  
APPROVAL OF THE FY22-FY26 STATE CAPITAL BUDGET PROPOSAL**

**RECOMMENDED ACTION**

The Campus Life and Facilities Committee recommends approval by the Finance, Investment, and Audit Committee and the Board of Trustees, St. Mary's College of Maryland, of the attached FY22-FY26 State Capital Funding request. The Finance, Investment, and Audit Committee will review this proposed capital budget submission and recommended approval at its May 15, 2020 meeting.

The proposed FY22-FY26 State-funded capital budget includes the final installment of funding for the New Academic Building and Auditorium and continues funding of various Campus Infrastructure Improvements. The College's request includes funding for the design and construction of the Montgomery Hall renovations and construction funds for a limited renovation of Goodpaster Hall.

**RATIONALE**

The attached chart summarizes our FY22-FY26 State Capital Budget request and provides a comparison to the Governor's Five-Year Capital Improvement Plan. Details follow below:

**New Academic Building and Auditorium**

The project constructs a main building, which will house the Department of Music, a recital hall, a 700-seat auditorium, and a large glass enclosed lobby area. The west building will house the Educational Studies program, student study spaces, and a café to support the recruitment and retention of students. The new study space will provide a contemporary "Study Commons" for student collaboration and learning. The auditorium will provide an appropriately sized facility for concerts, lectures, and other uses, which cannot now occur for lack of a suitable facility. The relocation of these departments will enable the College to reallocate vacated space to the arts (Montgomery Hall) and the sciences (Goodpaster Hall).

This project required the relocation of the existing varsity field to clear the site for the new buildings. The Jamie L. Roberts Stadium includes a new grass playing field and a new artificial turf field. Support facilities include seating for spectators, team rooms, concessions, press box, reception space, and parking.

The Jamie L. Roberts Stadium totals \$12.3M, of which the College provided \$3.65M. The new Academic Building and Auditorium totals \$71.8. This is about \$4.2M more than previously budgeted, attributable to extremely rapid construction cost inflation in the past two years. Value engineering and additional support from the state will permit the project to be completed as originally envisioned. The State's FY22 Capital Budget includes \$18.6M for completion of the construction and \$2M for furniture and equipment. The State will not fund the construction costs for the café. The College has allocated \$295,000 of the FY21 Plant Budget fund and has pre-designated the same amount in FY22 to cover these auxiliary enterprise expenses.

### Campus Infrastructure Improvements

This budget continues to fund infrastructure improvements annually in multiple phases. The FY22 request of \$3.0M will fund the Schaefer Hall HVAC replacement, Calvert Hall window replacement, and repair campus roads.

Additional highlighted projects proposed for FY22-26 include Campus Center roof replacement, Kent Hall HVAC upgrades, north campus nodal loop expansion, Schaefer Hall fume hood replacement, masonry restoration and slate roof replacement for the historic campus area, and other projects. The total request for infrastructure projects in FY22-26 is \$13.3M.

### Montgomery Hall Renovation

Montgomery Hall was constructed in 1979 and supports programs in the fine and performing arts. Except for the Bruce Davis Theater renovation in 2008, only minor revisions and cosmetic improvements have been done to the building. The College has prioritized Montgomery Hall as the next campus building in need of significant capital funding for renovation.

The 40 year-old structure requires significant renewal to its systems and updating in support areas as well space revisions to support and accommodate current deficiencies and future pedagogical needs. The relocation of the Music Department to the New Academic Building and Auditorium in 2022 will enable the College to reallocate that space to other programs.

Last year, our State capital request for the Montgomery Hall Renovation proposed funding for design in FY23 and FY24 and construction in FY25-FY27. The governor's CIP has slid this timeframe back two years; with the \$1.5M for design in FY25. We are requesting \$10.0M in FY26 to complete design and start renovation.

### Goodpaster Hall Renovation

Relocation of the Educational Studies program into the New Academic Building and Auditorium project will allow STEM facilities to expand within Goodpaster Hall. As the overall condition of Goodpaster Hall is very good, the renovations are planned to be limited to the space vacated by Educational Studies and will provide needed teaching and research lab spaces.

The College proposes to fund \$0.12M for design from its FY22 Plant Budget to help support the \$1.9M in State construction funding now budgeted in FY23.

SMCM - Capital Spending Plan FY21-30

		Design		Construction in \$M										
		Current CIP					next request					Future CIP		
		7/20	7/21	7/22	7/23	7/24	7/25	7/26	7/27	7/28	7/29	7/30		
		FY21	FY22	FY23	FY24	FY25	FY26	FY 27	FY28	FY29	FY30			
New Academic Building and Auditorium	State (FY21 CIP)	30.7	20.6	NABA MOVE-IN										
	College	0.30	0.30											
Infrastructure	State (FY21 CIP)	4.5	3.0	1.5	2.3	3.0	3.5	3.5	3.5	3.5	3.5			
	College													
Montgomery Hall	State					1.5	2.5/7.5	20.5						
	College													
STEM (Goodpaster/Schaefer)	State			1.9										
	College	0.01	0.02											
Calvert Hall	State	Windows and HVAC funded in Infrastructure.							3	12	12			
	College													
SMCM	State	35.2	23.6	3.4	2.3	4.5	13.5	24.0	6.5	15.5	15.5			
	College	0.31	0.32	0	0	0	0	0	0	0	0			
GOVERNOR'S CIP FY21	NABA	30.7	20.6											
	INFRASTRUCTURE	4.5	3.0	1.5	2.3	3.0								
	MONTY HALL					1.5								
	STEM			1.9										
	<b>TOTAL</b>	<b>35.2</b>	<b>23.6</b>	<b>3.4</b>	<b>2.3</b>	<b>4.5</b>								

## STATE CAPITAL INFRASTRUCTURE PROJECT

Schaefer Hall HVAC Replacement Repair Campus Roads Phase III Calvert Hall Windows Replacement	FY22	\$ 3.0M
Campus Center Roof Replacement Montgomery Hall and Calvert Hall UST Removal	FY23	\$ 1.5M
Library/IT Generator Replacement Kent Hall HVAC Replacement Phase I North Campus Nodal Loop Expansion Campus Fiber Infrastructure Upgrades	FY24	\$ 2.3M
Schaefer Hall Fume Hood Replacement Kent Hall HVAC Replacement Phase II Automated Door Security Upgrades	FY25	\$ 3.0M
Masonry Restoration – Historic Campus ARC Rec Gym and Office Suite Roof Replacement Library Lower Roof Replacement Slate Roof Replacement – Historic Campus Phase I	FY26	\$3.5M
<b>TOTAL FUNDING</b>		<b>\$13.3M</b>

**BOARD OF TRUSTEES  
ST. MARY'S COLLEGE OF MARYLAND  
CAMPUS LIFE AND FACILITIES COMMITTEE  
MEETING OF MAY 15, 2020  
ACTION ITEM ILC.  
ANNUAL FACILITIES CONDITION REPORT APPROVAL**

**RECOMMENDED ACTION**

The Campus Life and Facilities Committee recommends approval by the Board of Trustees of the Annual Facilities Condition Report (attached).

**RATIONALE**

The Campus Life and Facilities 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.

## 2020 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 and lectures.  
Condition: Poor (FCI = 12.0%) Deferred Cost: \$255K  
 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.  
Future: Seating re-upholstery to be addressed through maintenance initiatives and window replacements to be addressed through the plant budget. The State Infrastructure Improvements Capital Project will fund the restoration of masonry façade (FY25) and slate roof replacement (FY24).
- 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 = 2.9%) Deferred Cost: \$3K  
 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 = 2.4%) Deferred Cost: \$13K  
 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. New system will provide both heating and cooling. Renovation of the porch was completed in early Spring 2019.  
Future: Restoration of building masonry and slate roof replacement.
- 4. *Calvert Hall* *1924 (1987)* *16,428 NASF***  
Function: Administrative offices on the main (1st) and second floors. The ground floor (basement) was renovated in 2012 and houses a classroom, archives and offices for members of Planning and Facilities and two faculty members.  
Condition: Poor (FCI = 29.5%) Deferred Cost: \$4,602K  
 Windows, doors, heating systems, finishes, masonry, and electrical systems are all in deteriorated condition. Floor tiles in both stair towers were replaced in 2013. Doors and asbestos floor tiles on the 2<sup>nd</sup> and 3<sup>rd</sup> floors are in need of replacement. Bathroom facilities on the 2<sup>nd</sup> and 3<sup>rd</sup> floors are in need of renovation. There remains a need for Americans with Disabilities Act (ADA) access to the classroom on the basement level. Both north and south porch roofs and substrates were renovated in 2013. Exterior brick, fascia and window trims were painted and fire doors on the 1<sup>st</sup> floor were replaced in 2014. Bathrooms in the

basement and on the 1<sup>st</sup> 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. The third floor is in partial use at this time. In 2017, the 3.5 ton HVAC system that services a portion of the first floor was replaced.

Future: The building will at some point require a complete renovation. No specific plans have been developed at this point. The State Infrastructure Improvements Capital Project will fund the replacement of the windows (FY22), the HVAC system (FY21) the Masonry restoration (FY25) and the replacement of the slate roof (FY24).

**5. *Lucille Clifton House* 1928 (2017) 1,233 NASF**

Function: The facility is currently occupied by Diversity and Inclusion and Title IX offices.

Condition: Fair (FCI = 8.6%) Deferred Cost: \$24K

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.

Future: No future work is currently planned.

**6. *Admissions* 1936 (1986) 2,032 NASF**

Function: Offices and support space.

Condition: Fair (FCI = 8.7%) Deferred Cost: \$142K

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 complete on the building foundation in 2016. The lobby, sunroom and entry corridor saw a limited renovation. New furniture for the lobby and sunroom are on order

Future: Planned re-upholstery of living room and sunroom furniture. Refurbishment of window frames and associated trim and seals are needed. Slate roof will need to be replaced in the near future. Temporary fixes occurred.

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

Function: Office and instructional space for the departments of history, economics, sociology, anthropology, and political science.

Condition: Fair (FCI = 6.0%) Deferred Cost: \$714K

Vinyl Composition Tile (VCT) on the 2<sup>nd</sup> and 3<sup>rd</sup> floors and the columns at the west entrance were replaced in 2016. In 2017, first floor corridors, stairwells and classroom flooring 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 in the near future.

Future: The State Infrastructure Improvements Capital Project will fund the replacement of HVAC systems in (FY26) and the restoration of building masonry (FY25).



8. ***Cobb House*** ***1948 (2017)*** ***2,879 NASF***  
Function: the building houses the office of Alumni Affairs.  
Condition: Poor (FCI = 10.9%) Deferred Cost: \$174K  
 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 delaminating in various areas as a result of a major pipe leak and needs 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  
Future: No future work is currently planned.
9. ***Margaret Brent Hall*** ***1950 (2011)*** ***2,903 NASF***  
Function: The building includes a classroom and office space for the Department of Philosophy and Religious Studies. The fire alarm system was repaired and connected to the Building Automation System (BAS) 2015.  
Condition: Good (FCI = 3.3%) Deferred Cost: \$61K  
Future: No future work is currently planned.
10. ***Vacant*** – Greenhouse was demolished and is no longer in inventory.
11. ***Queen Anne Hall*** ***1965 (2005)*** ***23,343 NASF***  
Function: Female traditional residence hall.  
Condition: Good (FCI = 2.2%) Deferred Cost: \$381K  
 New HVAC system, including central air-conditioning, was completed in 2016. The gutters were replaced, a foundation drain tile system was installed and 21 windows on the west side of the building were replaced in 2013. The remaining original windows were replaced and exterior brick repointing and sealing to reduce moisture absorption were completed in 2014. Repainting of the interior of the building, replacing ceilings, replacing exterior doors, upgrading recreation room furniture, lobby restorations, and study furniture, wireless internet were also completed in 2014. Installation of a new HVAC system, including central air-conditioning was completed in summer 2016. The roof is in fair condition. An ADA entrance to the first floor was completed in 2018 under the program Access Maryland. The building's boiler was removed and replaced with two stand alone water heaters in 2019.  
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.
12. ***Campus Center*** ***1966 (2000)*** ***31,672 NASF***  
Function: The facility includes food service, campus bookstore, lounges, meeting rooms, a theater, campus mailboxes, student and staff offices, and space for student organizations.  
Condition: Good (FCI = 1.9%) Deferred Cost: \$571K  
 A gender neutral bathroom was created on the first floor across the hall from the Cole Cinema in 2016. Upgrades to Variable Air Volume box (VAV) controllers were completed in 2012-2014. The controllers for the building air handlers are in need of an upgrade. The loading dock concrete deck and block walls showed deterioration at various joints and were repaired



Condition: Good (FCI = 5.2%)

Deferred Cost: \$165K

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 draft 2012-2027 Master Plan recommends that the existing Maintenance Building be converted to joint use by Public Safety and Maintenance after construction of a new Maintenance Building. Art studios and art storage should be moved to Montgomery Hall after the department of Music moves to the New Academic Building.

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

Function: Athletic and recreational facility.

Condition: Good (FCI = 1.0%)

Deferred Cost: \$358K

The Pool filtration system was repaired and the main arena floor resurfaced. The tennis courts were resurfaced in 2013 with minor repairs completed in 2015. 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 is in need of replacement. 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.

Future: The PoolPak HVAC system for the 50m pool is currently being replaced. This project will be funded by the State Infrastructure Improvements Capital Project. All other deficiencies will be addressed under the plant budget. Tennis court lighting is being replaced in the Summer of 2020.

**17. *Ethel Chance Hall***

**1968 (1994)**

**2,449 NASF**

Function: College Wellness Center.

Condition: Poor (FCI = 36.9%)

Deferred Cost: \$190K

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. Windows and additional carpeting need to be replaced in the next 2-3 years. The need for additional therapy space has become apparent with the increase of available services. Renovation to provide a handicapped accessible bathroom were completed in 2019 under the program Access Maryland.

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

**18. *Caroline Hall***

**1970 (1987)**

**24,829 NASF**

Function: Co-ed traditional residence hall.

Condition: Fair (FCI = 4.9%)

Deferred Cost: \$1,010K

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.

Future: In 2019, the 50 year old cast iron boilers will be replaced with 12 year old repurposed boilers from the campus Library. 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: Fair (FCI = 6.9%) Deferred Cost: \$1,200K

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.

Future: All other deficiencies such as bathroom refurbishment, balcony repairs, dormer repairs, and electrical upgrades. Replacing exterior doors is planned in summer 2019. Also, minor interior renovation is planned for the next 1-3 years to refurbish the front and back apartments.

20. *Montgomery Hall* 1979 36,041 NASF

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

Condition: Fair (FCI = 7.7%) Deferred Cost: \$3,923K

The 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. Replacement of sculpture studio windows, exterior trim repair and painting was completed in 2014. Some carpets in faculty offices are in need of replacement. Given the building age, maintenance needs will grow over the next decade. Significant space shortages exist in all of the departments.

Future: The removal of the underground storage tank in FY22 remains as part of the state infrastructure project. **After the Music Department move to the New Academic Building and Auditorium, a renovation of the entire building for use by the Art and Art History Departments, Theater, Film, and Media Studies Department, and the English Department will be requested as part of the five-year CIP.**

21. *Vacant*

*Townhouse Green*

22. *E.D. Harrington* 1987 4,816 NASF

Condition: Good (FCI = 1.2%) Deferred Cost: \$36K

23. **G. Boone** **1987** **4,128 NASF**  
Condition: Good (FCI = 1.3%) Deferred Cost: \$29K
24. **H.L. Dodge** **1987** **5,712 NASF**  
Condition: Good (FCI = 4.2%) Deferred Cost: \$145K
25. **M.W. Dodge** **1987** **5,712 NASF**  
Condition: Good (FCI = 4.9%) Deferred Cost: \$145K
26. **A.B. Morsell** **1987** **4,180 NASF**  
Condition: Good (FCI = 2.0%) Deferred Cost: \$51K
27. **B. Trueschler** **1987** **4,128 NASF**  
Condition: Good (FCI = 1.2%) Deferred Cost: \$26K

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.

Future: All exterior door hardware is scheduled to be replaced in 2020. Furniture in Homer Dodge, Maggie Dodge, and Trueschler will need replacement in 2-3 years.

28. **Daugherty-Palmer Commons** **1988** **2,914 NASF**  
Function: Great room, laundry, and offices for the events and conferences staff.  
Condition: Good (FCI = 4.6%) Deferred Cost: \$123K

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 the 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 = 4.3%) Deferred Cost: \$12K

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: Fair (FCI = 7.0%) Deferred Cost: \$3,374K

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 complete 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.

Future: The state-funded infrastructure improvements project will fund the replacement of the building's chillers, boilers, and cooling tower in FY22.

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

Function: 40 townhouse units.

Condition: good (FCI = 3.9%) Deferred Cost: \$568K

All the remaining twenty heat pumps units were replaced in 2016. Nineteen (19) exterior entry and Eighteen (18) French doors were replaced in the spring of 2016. The replacements of forty-four (44) windows was 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.

Future: There is a need to fund replacement of patio doors and that replacement process will begin in 2020 via plant fund support.

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

Function: Suite-style residence halls and commons.

Condition: Good (FCI = 3.2%) Deferred Cost: \$457K

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). Complete interior painting, replacement of vinyl cove base and stair refinishing of the facility was complete in 2016 and 2017.

Future: Facility renovation of some bathrooms to include floors, showers, and ventilation continues to be addressed on a case-by-case basis as necessary. FY (24/25/26) planned replacement of individual HVAC units. Additionally, Common unit doors will be equipped with electronic access control in FY21 to improve unit security.

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

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

Condition: Good (FCI = 2.0%) Deferred Cost: \$236K

The college has begun phased replacement of individual HVAC units. All common stairwell interior finishes were upgraded in the summer of 2019.

Future: The College is continuing with the phased replacement of individual HVAC units with a planned completion of FY 21.

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

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

Condition: Good (FCI = 1.5%) Deferred Cost: \$181K

The college has begun phased replacement of individual HVAC units. All common stairwell interior finishes were upgraded in the summer of 2019.

Future: The College is continuing with the phased replacement of individual HVAC units with a planned completion of FY 21.

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

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

Condition: Good (FCI = 0.1%) Deferred Cost: \$53K

Wood floor repairs and walk off grate completed in 2012. The sewage ejector pumps were rebuilt in 2014. The lab air compressors were repaired in 2012. The building automated lighting system is in need of replacement. Some building walls have leaked in prolonged wind driven rains.

Future: **The Educational Studies Department is to be relocated to the New Academic Building and Auditorium, and the vacated space be converted for STEM use.** Additionally, the College is requesting a State Capital Infrastructure Project for the replacement of the building controls in FY 24.

**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.

Condition: Good (FCI = 1.0%) Deferred Cost: \$62k

Future: Replacement of door closers needed. Floating dock replacement will take place in two phases between Summer 2020 and Summer 2021

**40. *Rowing Center* *2008* *2,628 NASF***

Function: Storage facility to house crew shells, kayaks, student water related clubs, and other recreational gear.

Condition: Good (FCI = 2.9%) Deferred Cost: \$19K

Future: No future work is currently planned.

**41. *Glendening Hall* *2009* *14,575 NASF***

Function: Multi-use facility includes a conference center, and offices for residence life, academic services, human resources, financial aid, registrar, core curriculum, and the business office. The fire alarm system was replaced in the Summer of 2019.

Condition: Good (FCI = 0.1%) Deferred Cost: \$26k

Future: No future work is currently planned.

**42. *Artist House* *2,000 SF***

Function: Houses visiting artists with a separate studio adjacent to the residence.

Condition: Good (FCI = 1.3%) Deferred Cost: \$4K

Replacement of the heating/cooling system should be considered in the near future. The roof was replaced in the Summer 2019.





3. ***Campus Electrical Distribution System:*** Ownership and responsibility to maintain the primary system transferred to SMECO in 2012. SMECO invested \$760K to upgrade the system.
4. ***Roadways:*** The state-funded infrastructure improvements project will fund a first and second phase of roadway repairs in FY19 & FY21. The Dorchester Circle storm water drainage in FY22 will also be funded through the state-funded infrastructure improvements project. A review is recommended of signage requirements on campus to determine adequacy and consistency.
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 will be completed in 2022 and will extend the sidewalk from St. John's pond to North Field. Various sections of concrete and asphalt walkways on campus are in need of repair. It is recommended that damaged sections be replaced with brick. The Trinity Church Rd sidewalk and bioretention project was completed in early Spring of 2020.

**Summary Data for All Facilities (FCI Report) for 2020**

5/7/2020

**Site: St. Marys College of Maryland**

Facilities, St. Mary's College

Facility	Replacement Value (F	Deferred Components (I	Selected Projects (SP)	(DC + SP)/RV (FCI)
1 St. Marys College of Maryland				
01 - St. Mary's Hall	\$2,125,911	\$50,575	\$205,490	12.0%
02 - St. Mary's Hall Annex	\$116,293	\$3,328	\$0	2.9%
03 - May Russell Lodge	\$572,536	\$5,526	\$8,000	2.4%
04 - Calvert Hall	\$15,607,068	\$426,883	\$4,175,103	29.5%
05 - Lucille Clifton House	\$278,662	\$23,863	\$0	8.6%
06 - Admissions	\$1,639,602	\$142,186	\$0	8.7%
07 - Kent Hall	\$11,856,734	\$169,260	\$543,870	6.0%
08 - Cobb House	\$1,592,981	\$174,113	\$0	10.9%
09 - Margaret Brent Hall	\$1,860,496	\$60,740	\$0	3.3%
11 - Queen Anne Hall	\$17,366,183	\$350,703	\$31,500	2.2%
12 - Campus Center	\$29,755,056	\$66,867	\$504,500	1.9%
13 - Library	\$35,174,563	\$956,053	\$292,000	3.5%
14 - Dorchester Hall	\$20,432,821	\$96,665	\$600,000	3.4%
15 - Maintenance	\$3,191,986	\$165,079	\$0	5.2%
16 - Michael P. O'Brien ARC	\$34,662,131	\$157,604	\$200,000	1.0%
16b - Field House	\$54,736	\$0	\$0	0.0%
17 - Ethel Chance Health Center	\$514,515	\$149,987	\$40,000	36.9%
18 - Caroline Hall	\$20,432,821	\$444,506	\$565,000	4.9%
19 - Prince George Hall	\$17,366,183	\$340,451	\$860,000	6.9%
20 - Montgomery Hall	\$50,923,179	\$2,418,205	\$1,505,009	7.7%

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**Summary Data for All Facilities (FCI Report) for 2020**

5/7/2020

**Site: St. Marys College of Maryland**

Facilities, St. Mary's College

Facility	Replacement Value (F)	Deferred Components (I)	Selected Projects (SP)	(DC + SP)/RV (FCI)
22 - E.D. Harrington	\$2,924,664	\$35,869	\$0	1.2%
23 - G. Boone	\$2,138,736	\$28,718	\$0	1.3%
24 - H.L. Dodge	\$3,447,562	\$144,900	\$0	4.2%
25 - M.W. Dodge	\$2,930,288	\$144,900	\$0	4.9%
26 - A.B. Morsell	\$2,539,790	\$51,079	\$0	2.0%
27 - B. Trueschler	\$2,138,736	\$26,050	\$0	1.2%
28 - Daugherty-Palmer Commons	\$2,652,936	\$102,601	\$45,000	5.6%
29 - Admissions Annex	\$279,750	\$11,890	\$0	4.3%
30 - Schaefer Hall	\$48,526,242	\$1,748,545	\$1,625,000	7.0%
31 - Townhouse Crescent	\$14,464,510	\$410,281	\$158,000	3.9%
32 - Lewis Quad - West	\$5,490,997	\$66,373	\$60,000	2.3%
33 - Lewis Quad - North	\$4,043,488	\$57,723	\$60,000	2.9%
34 - Lewis Quad - East	\$5,490,997	\$66,373	\$60,000	2.3%
35 - Lewis Quad - Commons	\$1,688,493	\$8,650	\$80,000	5.3%
36A - Waring A - Commons	\$984,193	\$18,976	\$25,000	4.5%
36B - Waring B - Units 1-8	\$4,150,689	\$79,904	\$0	1.9%
36C - Waring C - Units 13-20	\$4,709,690	\$35,449	\$0	0.8%
36D - Waring D - Units 21-25	\$4,251,925	\$50,064	\$0	1.2%
36E - Waring E - Units 9-12	\$2,112,758	\$27,398	\$0	1.3%
36F - Waring F - Units 26-33	\$4,687,682	\$32,260	\$0	0.7%
36G - Waring G - Units 34-37	\$2,368,050	\$24,373	\$0	1.0%

**Summary Data for All Facilities (FCI Report) for 2020**

5/7/2020

**Site: St. Marys College of Maryland**

Facilities, St. Mary's College

Facility	Replacement Value (F)	Deferred Components (I)	Selected Projects (SP)	(DC + SP)/RV (FCI)
36H - Waring H - Units 38-49	\$7,429,865	\$93,353	\$0	1.3%
37A - Waring I - Units 50-57	\$4,146,029	\$20,114	\$0	0.5%
37B - Waring J - Units 58-63	\$3,038,425	\$11,652	\$0	0.4%
38 - Goodpaster Hall	\$46,711,600	\$52,840	\$0	0.1%
39 - Muldoon River Center	\$6,149,192	\$61,935	\$0	1.0%
40 - Rowing Center	\$647,459	\$18,642	\$0	2.9%
41 - Glendening Hall	\$19,116,538	\$25,684	\$0	0.1%
42 - Artist House	\$311,995	\$3,950	\$0	1.3%
43 - Cawood	\$327,595	\$0	\$0	0.0%
44 - Joint Storage Building	\$360,528	\$0	\$0	0.0%
AAH North - Anne Arundel Hall North	\$5,810,077	\$3,000	\$0	0.1%
AAH South - Anne Arundel Hall South	\$4,079,648	\$3,000	\$0	0.1%
AAH West - Anne Arundel Hall West	\$4,306,053	\$3,000	\$0	0.1%
INFRA - infrastructure	\$0	\$19,500	\$0	0.0%
SITE_WIDE - St. Marys College of Maryland	\$0	\$0	\$200,000	0.0%
<b>Totals</b>	<b>\$489,981,636</b>	<b>\$9,691,640</b>	<b>\$11,843,472</b>	<b>4.4%</b>

**BOARD OF TRUSTEES  
ST. MARY'S COLLEGE OF MARYLAND  
CAMPUS LIFE AND FACILITIES COMMITTEE  
MEETING OF MAY 15, 2020  
INFORMATION ITEM III.A.**

**VICE PRESIDENT FOR STUDENT AFFAIRS/DEAN OF STUDENTS REPORT**

The Division of Student Affairs partnered across campus to respond to the emerging COVID-19 pandemic. What follows is a summary of the way in which the different departments in the division altered services to meet student needs and worked to remain connected and engaged with students throughout the remainder of the Spring 2020 semester. In addition, there is a summary of the College's Emergency Response Team (ERT) and their work in support of the College's response to the pandemic.

Overall, students seemed to have adjusted to the circumstances. We have seen some challenges in communicating with students about whom faculty and staff have raised concern, students who are dealing with competing priorities (academic work plus family, financial, medical issues), difficult living/studying conditions, accommodations, and access to technology. We have worked very hard to address each of these challenges as they arose.

**The Career Development Center**

- Offered virtual advising appointments for all students.
- Opened the JobIQ platform to all graduating seniors to aid in the job search process.
- Collecting information from students and employers to compare with national data on the impact of the pandemic on summer hiring plans. Data from these surveys will inform the information provided in the webinars.
- Hosting webinars for students on topics of remote internships and job searching during a pandemic.
- Moving into Fall 2020, the Career Development Center is prepared for the full implementation of its first-year professional literacy courses for all incoming students (Career and Network Navigation I (CORE-P 101) and Career and Networking Navigation II (CORE-P 102)) with 10 returning instructors, an additional three new adjunct instructors and over 30 peer mentors to support first year students in the course.

**Office of Public Safety**

- Reduced staff so that only the minimum number of staff are on duty. Staff taken off of the schedule are on paid administrative leave.
- Issued N95 facemasks to each officer, 1 per officer.
- Focusing patrol on building security.
- Storing medical supplies from the Wellness Center in the Calvert Hall classroom and can be picked up by appointment for students.
- Running a shopping shuttle for remaining students on campus Fridays and Sundays at 1:00 PM.

**Office of Student Support Services/Office of Accessibility Services**

- Provided strategies for remote learning to students (and faculty) referred to our offices (close to 100).
- Collaborated with faculty and the Office of Information Technology to reach out to 46 students who lacked devices/access to reliable internet to get devices mailed to the students.
- Reformatted three in-person student success workshops into videos for at-home learning (Procrastination, Time Management While at Home, Self-Care).
  - Students on Academic Probation were required to do a pre-test and post-test for the videos.
- Collaborated with the DeSousa-Brent/Wellness Center/Title IX to create “Student Support for Remote SMCM” Google Site: <https://sites.google.com/smcm.edu/smcmremotehelp/home>
- Launched and facilitated online tutoring program.
- Maintained regular support structures for academic coaching, Academic Probation meetings, etc. via Zoom and FaceTime.
- Developed a section of an existing Google site to help faculty create/facilitate accessible remote instruction.
- Offered daily virtual office hours, Monday - Friday (both offices).

#### Student Life

- Created virtual programming in Residence Life and Student Activities.
- Resident Assistants maintained connections with students virtually and provided support and resources.
- Professional staff maintained regular meetings with all student staff.
- Created systems for students to return to campus for essential items and developed a plan to move students out for the semester.
- Created an online/virtual system to maintain contact with clubs and organizations. There was a club transition meeting with over 200 students on the Zoom call.
- Developed interest survey for incoming students from which the results will be provided to club leaders for incoming student outreach.
- Purchased face coverings for students.
- Worked with Bon Appetit on service hours and providing meals in the food pantry.

#### Wellness Center

- Counseling appointments were conducted via Health Information Portability and Accountability Act (HIPAA) compliant Zoom. Counselors conducted over 220 Zoom sessions.
- Psychiatric services were delivered by Zoom and psychotropic medications continued to be refilled as needed.
- The Wellness Center coloring book was updated with COVID-19 tips and distributed electronically to all students.
- The Peer Health Educators (PHE’s) and Sexual Misconduct Advocacy and Resource Team (SMARTies) continued to engage with students virtually on social media platforms. The PHE’s instituted Wellness Wednesday events, the first event was a coloring book contest. Both groups continued to recruit new students for the Fall.

- The Director of the Wellness Center reached out to all students on campus who indicated on a survey that they wanted to be contacted and have sent emails to students remaining on campus with wellness tips and updates related to COVID-19.
- First aid supplies and some over the counter (OTC) medications (including emergency contraceptives and condoms) were made available to students through Public Safety.
- Health Services for students on campus were managed by MedStar Medical Group. Students needing services were directed to call MedStar directly for telephone triage and schedule an in-person or telemedicine appointment if appropriate to refill medications, assess illness/injury, and refer for COVID-19 testing if needed.

#### Emergency Response Team

The Emergency response Team (ERT) is a cross divisional group that is charged with addressing emergent situations facing the campus community and recommending on-going actions to the Executive Council. Fortunately, members of the ERT spoke with the St. Mary's County Health Department (SMCHD) to discuss pandemic response in the Summer of 2019 and subsequently talked through a campus response in September of 2019. This mini tabletop resulted in identifying a need to develop a contact tracing process as part of our pandemic preparation.

The following is a summary of actions taken by the ERT beginning in January 2020 in response to COVID-19.

#### January 2020

- Held initial meeting to develop response protocol for first reported case of an infected student on campus.
- Began crafting and communicating to campus community and parents regarding COVID-19.

#### February 2020

- Communicated and coordinated with SMCHD and the St. Mary's County Department of Emergency Services to be included in planning and response in the county.
- Three Executive Council Members attended a tabletop exercise for the University System of Maryland (USM) schools held at University of Maryland Baltimore.

#### March 2020

- Held joint meeting with ERT and the Executive Council with the SMCHD to refine initial response protocol to include staff and faculty.
- Developed and distributed departmental templates for Continuity of Operations Plans.
- Finalized contact tracing plan specific to COVID-19.

**BOARD OF TRUSTEES  
ST. MARY'S COLLEGE OF MARYLAND  
CAMPUS LIFE AND FACILITIES COMMITTEE  
MEETING OF MAY 15, 2020  
INFORMATION ITEM III.B.  
VICE PRESIDENT FOR INCLUSIVE DIVERSITY AND EQUITY UPDATE**

I joined St. Mary's College of Maryland in August 2019 to serve as the Inaugural Vice President for Inclusive Diversity and Equity/Chief Diversity Officer. Much of my first year was spent getting to know the College's history; diversity, equity, and inclusion challenges and opportunities for innovation; and developing foundations for the necessary collaborations to move the institution toward its goals. However, we have not shied away from diving into the campus thicket when diversity, equity, and inclusion-related challenges and opportunities arose that required response and leadership. Now at the end of my first year with the College, I am proud of what we have accomplished through our collaborative work with faculty, staff, students, and the St. Mary's County community.

Points of Pride:

- In response to concerns around the retention of underrepresented students, IDE worked with student leaders to develop more robust extracurricular programming to enhance the sense of belonging of underrepresented students at the College.
- We have worked with our Center for Inclusive Teaching and Learning to design and pilot aspects of a faculty development curriculum.
- In collaboration with the College's ADA coordinator, we have identified professional development gaps for staff and faculty around support for neurodiverse students, as well as service gaps, and are developing a proposal to attract private and grant funding in order to address the College's challenges in this area.
- We worked with a small group of faculty and staff to submit a pre-proposal for the Howard Hughes Medical Institute's new Inclusive Excellence initiative for institutional transformation grants in science education.
- We hosted the College's inaugural Faculty and Staff of Color Luncheon. 100 faculty and staff were invited, 60 RSVP'd, and 55 were in attendance.
- We have made inroads with the St. Mary's County community, exploring collaborative programming with the local chapter of the NAACP and joining the St. Mary's County Public School System's Equity Task Force.

Unfortunately, a much-anticipated piece of our work in Spring 2020 was significantly impacted by the COVID-19 pandemic. Specifically, on March 10, 2020, the Division of Inclusive Diversity and Equity (IDE) in collaboration with the Division of Student Affairs, the Office of the Provost, and the Center for Democracy Studies planned to host a "St. Mary's Day" focused on the theme of "Civil Discourse" (<http://www.smcm.edu/inclusive-diversity-equity/st-marys-day/>). In order to promote broad engagement from students, faculty, and staff, the College cancelled classes and suspended all non-essential operations as means to facilitate all students and faculty fully participating in the day. The agenda for the day was to include an opening keynote on the



principles of deep civility and how they are practiced on college campuses; an interactive presentation on interrupting bias; and a panel discussion on critical media literacy and the impact of disinformation on public debate. On Friday, March 6, 2020, College leadership was forced to postpone St. Mary's Day to developing information about the COVID-19 pandemic. IDE is exploring alternative platforms for hosting this important event in Fall 2020 in such a way that honors the community learning component of this initiative while also following all necessary health and safety restrictions.

**BOARD OF TRUSTEES  
ST. MARY'S COLLEGE OF MARYLAND  
CAMPUS LIFE AND FACILITIES COMMITTEE  
MEETING OF MAY 15, 2020  
INFORMATION ITEM III.C.  
STUDENT TRUSTEE REPORT**

We have reached the end of this academic year and what a year it has been. This academic year has been a rollercoaster ride, as have been my two other years as a student at St. Mary's College of Maryland and probably every other year of my life, but this year has been especially challenging while extremely special. Since our last meeting, the world's normal has shifted completely as we face Covid-19. So many plans have changed and so many opportunities diminished, but what makes St. Mary's truly special, and all the things that we often take for granted, truly come to the forefront. St. Mary's is where I have made some of my life's most amazing memories, the campus is absolutely beautiful, I can expect my classes to be filled with familiar kind faces, I can expect the Grind to have yummy almond milk-based ice cream, and the faculty care deeply about their students. Additionally, the campus is sprinkled with beautiful people who care deeply about the world and humanity, some amazing artists, brains of researchers, and minds of seekers of truth and knowledge.

Moving to remote learning has been difficult for many students in addition to financial hardship, uncertainties, and many canceled plans and events. And, this time can really take a toll on a person's mental health whether they are financially stable or not, or had plans or didn't, or are doing well in classes or not. Ultimately in this report, I wanted to put everything into perspective and acknowledge the hardship this time brings as a dip on the rollercoaster ride, but the ride keeps going as a comparison to how our students keep going, and the seatbelts to keep us in our carts is this Board and all the College does to ensure the safety and success of the students. So, I want to say we appreciate all of the efforts and the students expect nothing less and continue to hope for better.

I have been honored to be in this role, it wasn't easy by any means but I have loved it deeply. I have been able to connect with so many students that I may have never connected with otherwise. I have been able to sit on committees and collaborate with many caring souls that want this College to continue to grow and be better for current students and the students to come. And, I have been able to hear stories of students that kept me up at night thinking about what I could do and how much work still needs to be done, so the work doesn't end for me.

In the Fall I plan to continue to work on my initiative to better campus culture focusing on the four pillars; drug and alcohol abuse, Title IX related concerns, mental health, and diversity and inclusion, and hope to lay a foundation for continuation past my graduation.

I'm happy to pass the torch on to Fatima Bouzid as next year's Student Trustee and I am happy to have Joshua Ajanaku as our new Student Trustee in Training. Fatima has continued to blossom and grow into the beautiful leader she was born to be in this past year and I know she will do amazingly well in this role. Joshua is determined, hardworking, persistent and will surely help this College to make strides towards better.

**BOARD OF TRUSTEES  
CAMPUS LIFE AND FACILITIES COMMITTEE**

**CLOSED SESSION  
MINUTES**

**Date of Meeting:** April 24, 2020

**Status of Minutes:** Approved May 6, 2020

Campus Life and Facilities Committee Members Present: Committee Co-Chair Danielle Troyan '92, Committee Co-Chair Donny Bryan '73, John Bell '95, Board Chair Lex Birney, Jasmine Long '20, President Tuajuanda Jordan

Committee Members Absent: Carlos Alcazar, Mike Dougherty, Peg Duchesne '77, Judy Fillius '79, Elizabeth Graves '95

Staff Member: Leonard Brown

Others Present: Student Trustee-in-Training Fatima Bouzid '22, Anne Harvey-Diggs, Jenny Sivak, Anna Yates

**Executive Summary**

Committee Co-Chair Danielle Troyan called the virtual (via Zoom) meeting to order at 1:10 p.m.

**Action Items**

**III.A. Student Trustee-in-Training Selection**

The Committee interviewed three candidates for the Student Trustee-in-Training 2020-2021 position. The candidates interviewed were Emily Corral '22, Dina Tuggle '23, and Joshua Ajanaku '22. Student Trustee-in-Training Fatima Bouzid '22 joined the meeting upon conclusion of the interviews and provided the Committee with student feedback for each of the candidates. Committee members reviewed and discussed the qualifications and skills for each candidate. After a contemplative discussion, the Committee selected Joshua Ajanaku '22 as the student trustee-in-training for the 2020-2021 academic year.

The meeting adjourned at 4:12 p.m.

**BOARD OF TRUSTEES  
CAMPUS LIFE AND FACILITIES COMMITTEE**

**MINUTES**

**Date of Meeting:** January 31, 2020

**Status of Minutes:** Approved February 21, 2020

**Campus Life and Facilities Committee Members Present:** Committee Co-Chairs Donny Bryan '73 and Danielle Troyan '92, Carlos Alcazar, John Bell '95, Board Chair Lex Birney, Mike Dougherty, Peg Duchesne '77, Elizabeth Graves '95, Judy Fillius '79, Jasmine Long '21, President Tuajuanda Jordan, Faculty Representative Scott Mirabile

**Staff Members:** Leonard Brown, Paul Pusecker

**Others Present:** Betsy Barreto, Allison Boyle, Michael Bruckler, Peter Bruns, Jeffrey Byrd, Tayo Clyburn, Susan Dyer, Paula Collins, Carolyn Curry, Gail Harmon, Anne Harvey-Diggs, David Hautanen, Sven Holmes, Lawrence Leak '76, Maury Schlesinger, William Seale, Jenny Sivak, Allan Wagaman '06, Ray Wernecke, Michael Wick, John Wobensmith '93, Anna Yates, Derek Young '02

**Executive Summary**

Campus Life and Facilities Committee Co-Chair Donny Bryan '73 called the meeting to order at 1:00 p.m.

New Academic Building and Auditorium Construction Approval

The construction contract for bid package one received approval by the Board of Public Works on January 8, 2020. Site work will begin in late March. The additional \$4M that was required to complete the project as designed was included in the Governor's FY21 capital budget. Bid package two will be issued after the additional funds are approved by the State legislature. The current project completion date is late Spring 2022.

Student Trustee Report

Student Trustee Jasmine Long '21 reported that the newly reestablished Public Safety Advisory Committee has been active in its efforts to improve campus security and communication. Meetings with students to identify areas of concern are taking place. She expressed her appreciation for the ongoing efforts of the Committee and noted that they are making progress. Jasmine is currently working with Provost Michael Wick to address student concerns regarding the class registration process, specifically the lack of staff, class times, and course offerings. The search for the next Student Trustee-in-Training is underway. Jasmine has been devoting time specifically to recruit candidates for this important position. Her goal is to present at least five applicants at the open forum scheduled in mid-February.

### Student Engagement and Student Activities

Vice President for Student Affairs/Dean of Students Leonard Brown presented a student engagement and activities update, noting that social programming and student engagement are important components of the student experience. Two years ago, it had become apparent that the quality of our student's social lives needed attention. To address this, the offices of residence life and student activities worked together to take a holistic approach to programming and student engagement.

Executive Director of Student Life Derek Young '02 provided the Committee with details about the improvements that have taken place in student programming efforts. Programs were typically organized independently by groups, such as the Student Government Program Board, the student activities office, and various other campus groups, clubs, and organizations. There was little collaboration, which resulted in programs that were not well attended. To improve the process, a new approach to programming was taken and a model has been developed and put into place. This new model places a focus on wellness, civic responsibility, diversity and inclusion, leadership, and social events. Collaboration with the Student Government Association Board is key, as they are a critical partner in the larger matrix of student programming and engagement. Club Boot Camp, a mandatory training program, was developed in order to provide students with useful information about program development, event planning, budgeting, risk assessment, and to assist with the programming efforts overall. The new model has been successful and the number of programs has significantly increased, with three-to-five events taking place each week. In Fall 2019 there were 134 programs, compared to 101 in Fall 2018. Student attendance and engagement has increased and the feedback has been very positive. Future programming efforts continue and will focus on increasing the diversity of programs, offering multiple options, and developing late-night and weekend events.

Dr. Brown stated that with a creative staff, continued collaboration with the Student Government Program Board, and with the financial support of the College, this holistic approach to student engagement and social programming is creating a community that prospective students will be excited to join, and one in which current students can take pride. He applauded the efforts of Alumnus Derek Young '02.

### Commemoration Design Update

The Maryland Board of Public Works approved the contract in April 2019 and the design process is fully underway. The College received a draft of Quenton Baker's redacted poetry in December 2019, which was approved unanimously by the Commemoration Committee. Renderings of the Commemoration are expected to arrive in late-February. The fabrication of the structure will begin shortly thereafter, with installation in early Summer 2020. A community dedication ceremony is scheduled for September 12, 2020.

### FY20 Capital and Infrastructure Projects

The Jamie L. Roberts Stadium project is complete, with the exception of one minor construction deficiency that will be remediated by the contractor. The project closeout is expected to take place in March.

The new brick sidewalk along Trinity Church Road is complete and provides a safe walkway for students, faculty, staff, and visitors. The project included a new bio-retention facility, installed over the winter break, to relieve a ponding issue at the intersection of Trinity Church Road and the James P. Muldoon River Center parking entrance.

The College expects to receive final SHA approval for phase II of the Route 5 Traffic Calming Project soon, after which the project will go to bid. The project is funded from a seven-year-old Federal grant and matching funds from the State.

Installation of a new layered membrane roof on the Hilda C. Landers Library is scheduled for March 2020. Once completed, the roof system and flashing repairs will fix leaks caused by driving rain and minimize negative impacts to the offices and classrooms in the building. Phase one of the Hilda C. Landers Library HVAC Controls Project was completed in November 2018. Phase two will be completed by February 2020.

Installation of the Schaefer Hall layered membrane roof was completed in August 2019. This project was the final phase of a complete replacement of the flat roofs on Schaefer Hall.

Replacement of the roof covering the 25-yard pool at the Michael P. O'Brien Athletic and Recreation Center was completed in November 2019 and eliminated known failures in an aging roof system. Replacement of the two pool pack units in the Michael P. O'Brien Athletic and Recreation Center is scheduled to begin in March 2020 with work being completed in August 2020. This project will significantly improve the indoor air quality around the 50m pool.

### **Action Items**

#### **II.A. Approval of a Policy Revision to Incorporate a Good Standing Requirement for Graduation into the Student Code of Conduct**

The Committee reviewed the proposed policy revision, which would permit the College to withhold a student's degree until the completion of a disciplinary process, investigation, or sanction. Under current College policy, a student who has completed the degree requirements may graduate even if that student is involved in a disciplinary process/investigation or has not completed the sanctions assigned after a disciplinary process. The proposed policy revision would add to the student code of conduct the ability to withhold a degree when addressing serious policy violations that could reasonably result in suspension or expulsion and defines Good Standing as completion of all disciplinary sanctions. A motion to approve the item was made by Committee Co-Chair Danielle Troyan'92. The motion was seconded and the action was approved unanimously.

The meeting adjourned at 1:36 p.m.