



**BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE**

**OPEN SESSION
REPORT SUMMARY**

Date of Meeting: October 16, 2020

Date of Next Meeting: February 5, 2021

Committee Chair: Donny Bryan '73

Committee Members: Nicolas Abrams '99, Carlos Alcazar, Board Chair Lex Birney, Alice Bonner '03, Michael Dougherty, Faculty Delegate Scott Mirabile, Elizabeth Graves '95, President Tuajuanda Jordan, Danielle Troyan '92

Staff Member: Paul Pusecker

Dashboard Metrics

N/A

Executive Summary

Discussion Items

Technology Overview: Capabilities, Challenges, and Future Needs

Information and discussion of the current information technology infrastructure, including the capabilities and challenges, future requirements needed to provide excellent technology for the 21st century befitting the National Public Honors College, and an update of Information Technology actions and responses to the COVID-19 pandemic will be provided.

FY22 - 26 State Capital Budget Request

The College's request for FY22 through FY26 includes continuation of the construction funding for the New Academic Building and Auditorium, infrastructure projects, the renovation of Goodpaster Hall, and a revised request for the renovation of Montgomery Hall. Additionally, the request identifies essential institutional capital improvements specifically needed.

Information Items

Enterprise Resource Planning System (ERP) Update

The College transitioned into the implementation phase of the CampusNexus Student module throughout Summer 2020. Admissions, Financial Aid, Institutional Research, Student Accounts, and Registrar's Office staff completed data discovery exercises with Anthology personnel. Activities completed to date include the student life cycle review, system configuration, and data discovery/mapping actions.

New Academic Building and Auditorium Update

The New Academic Building and Auditorium complex continues to be on budget and on schedule to open for the Fall 2022 semester. The construction is anticipated to be complete in early Spring 2022, followed by testing of the acoustic properties of the performance spaces,

commissioning of the HVAC and audio-visual systems, and installation of new furnishings. The Music and Educational Studies Departments are scheduled to move into the new buildings in the Summer of 2022.

FY21 Infrastructure Project Update

The ARC pool HVAC project was completed on September 14th and the 50-meter pool is back in operation. The Campus Roads Phase II project includes the resurfacing of roads and the replacement of curbing along Mathias de Sousa Drive and College Drive from Route 5 to Waring Commons. The solicitation for this project will begin in late Fall 2020 with work scheduled to begin in May 2021. Calvert Hall HVAC Replacement and Electrical Upgrades will begin in the late spring / early summer of 2021.

Commemorative Project Update

It is anticipated that the Commemorative structure will be completed on the site by the end of October 2020. A virtual community dedication ceremony is scheduled for November 21, 2020. The College has developed a companion website that will provide interpretive elements, including discussion about the history of slavery in Southern Maryland, details about the archaeology at the site, and an exploration of the erasure poetry that will grace the structure.

Jamie L. Roberts Stadium Track Resurfacing

The College has completed the installation of a rubberized surface on the running track at the Jamie L. Roberts Stadium.

Howard Property Right of Way Action

The College is exploring the possibility of building a pedestrian and bicycle path from the southeast portion of campus to Route 5 that will provide a safe path for students in lieu of using Mattapany Road.

Maryland Environmental Services: Water Upgrades

Maryland Environmental Services (MES), the domestic water supplier to the College, invested nearly \$2.5M in a system upgrade across campus that will provide domestic water to the New Academic Building and Auditorium.

Cawood House – Controlled Burn

The College is working with the Ridge Volunteer Fire Department to have the structure removed in a controlled environment. The controlled burn will provide training for the Ridge Volunteer Fire Department and improve the aesthetics of the drive as you enter campus from Route 5 North.

COVID-19 Fall Reopening Preparations

A summary of efforts undertaken in response to the COVID-19 pandemic to reopen campus for the Fall 2020 semester.

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

None



**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
AGENDA**

- I. DISCUSSION ITEMS**
 - A. Technology Overview: Capabilities, Challenges, and Future Needs
 - B. FY22 - 26 State Capital Budget Request
- II. ACTION ITEMS**
 - A. None
- III. INFORMATION ITEMS**
 - A. Enterprise Resource Planning System (ERP) Update
 - B. New Academic Building and Auditorium Update
 - C. FY21 Infrastructure Project Update
 - D. Commemorative Project Update
 - E. Jamie L. Roberts Stadium Track Resurfacing
 - F. Howard Property Right of Way Action
 - G. Maryland Environmental Services: Water Upgrades
 - H. Cawood House – Controlled Burn
 - I. COVID-19 Fall Reopening Preparations
 - J. Minutes (Meeting of May 15, 2020)

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

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
DISCUSSION ITEM I.A.
TECHNOLOGY OVERVIEW: CAPABILITIES, CHALLENGES,
AND FUTURE NEEDS
(See Appendix A for Supporting Document)**

Information and discussion of the current information technology infrastructure, including both the capabilities and challenges, as well as future requirements needed to provide excellent technology for the 21st century befitting the National Public Honors College, will be provided. Additionally, the Committee will receive an update of the information technology actions and responses to the COVID-19 pandemic.

Discussion Outline

I. Information Technology Overview

- OIT mission and structure
- Personnel considerations (authorized and assigned), challenges

II. Current Major Project Activity

- Enterprise Resource Planning (ERP) Implementation (contractor: Anthology)
- ERP StudentNexus, Finance, Human Resources/Payroll - timeline
- Jenzabar ongoing support requirements

III. COVID-19 Response and Fall Preparation Actions

- Wi-Fi project (dorms, academic buildings, outdoor)
- Classroom technology upgrades
- Web conferencing systems
- Remote support

IV. Future Needs

- Hardware improvements
- Software enhancements
- NEC VOIP phone replacement
- Campus fiber infrastructure enhancements
- Innovation Technology Team
- Burstable bandwidth funding

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
DISCUSSION ITEM I.B.
FY22-FY26 CAPITAL BUDGET REQUEST**

Our request for FY22 through FY26 includes continuing the preauthorized construction funding for the New Academic Building and Auditorium, continued funding of infrastructure projects, construction funding for the renovation of Goodpaster Hall, and a revised request for the renovation of Montgomery Hall.

Our request for State Capital funds is consistent with the Governor's CIP, as shown below (exclusive of non-budgeted funds).

	FY22	FY23	FY24	FY25	Total
Governor's FY22 CIP	\$23.6M	\$3.5M	\$2.3M	\$4.5M	\$33.9M
College Request	\$23.6M	\$3.5M	\$2.3M	\$4.5M	\$33.9M
Difference	\$0.0M	\$0.0M	\$0.0M	\$0.0M	\$0.0M

New Academic Building and Auditorium (Priority 1)

The New Academic Building and Auditorium construction began in February 2020. Foundations started in mid-April, and as of September, most of the structural steel has been erected. Major utilities have been brought to the building site and rough grading is complete. Interior masonry and exterior light steel framing are in progress. The project is approximately 20% toward completion. At this time, there is no impact to the construction schedule from virus-related factors. Holder Construction has instituted stringent COVID-19 protocols on the job site. The work progresses as scheduled and, importantly, on budget at this time.

Campus Infrastructure Improvements (Priority 2)

We requested funding of various infrastructure improvements in FY22 –FY26 to address critical deferred maintenance and renewal needs. The FY22 campus infrastructure improvement funding request is detailed in the attached chart.

Goodpaster Hall (Priority 3)

Upon completion of the New Academic Building and Auditorium in the summer of 2022, the College's Educational Studies department will relocate from Goodpaster Hall. Consistent with the College's 2012-2027 Master Plan, the vacated space will be renovated to provide critical space needed in STEM programs. The existing classrooms and offices occupied by Educational Studies will be renovated into laboratory and office space to support instruction, as well as student and faculty research.

Montgomery Hall Renovation (Priority 4)

An extensive renovation of the entire 40-year-old building is anticipated to improve energy efficiency, update code compliance, and address programmatic space deficiencies. The expected costs are \$1.5M in design support in FY25, \$2.5M in final design and \$7.5M in initial construction support in FY26 (total \$10.0M), and total renovation cost is estimated at \$33.9M.

STATE CAPITAL INFRASTRUCTURE PROJECT

Schaefer Hall HVAC replacement Campus Road Repair Phase III Calvert Hall Window Replacement	FY22	\$3.0M
Campus Center Roof Replacement Montgomery and Calvert Halls Underground Storage Tank Removal Campus Fiber Infrastructure Upgrades Automated Door Security Upgrades	FY23	\$1.5M
Library/IT Emergency Generator Replacement Kent Hall HVAC Replacement Phase I North Campus Nodal Loop Expansion and Controls Library Lower Roof Replacement	FY24	\$2.3M
Schaefer Hall Fume Hood Replacement Kent Hall HVAC Replacement Phase II	FY25	\$3.0M
Historic Campus Masonry Restoration and Slate Roof Replacement ARC Recreation Courts and Office Suite Roof Replacement	FY26	\$3.5M
TOTAL FUNDING		\$13.3M

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.A.
ENTERPRISE RESOURCE PLANNING SYSTEM (ERP)**

The College awarded the Enterprise Resource Planning (ERP) contract to the Campus Management Corporation (now Anthology due to merger) to provide the CampusNexus Student, Finance, Human Resources, and Payroll modules for the institution. In late Spring 2019, the ERP project started with the CampusNexus Student system. During this academic year we have been migrating financial aid, student accounts, enrollment and registration, and academic records over to CampusNexus Student.

Specifically, this summer we transitioned into the implementation phase of the CampusNexus Student module. Throughout July and August 2020, College institutional subject matter experts in Admissions, Financial Aid, Institutional Research, Student Accounts, and the Registrar's Office completed data discovery exercises with Anthology personnel. Activities completed to date include the student life cycle review, system configuration, and data discovery/mapping actions. Due to the COVID-19 pandemic, the operation of the project went from in person to completely remote. We are continuing to work in phase two, which consists of configuration, mapping, and data validation. The work entailed with phase two is the most challenging and time-consuming, as there are multiple levels of verification and validation involved. It is expected that there will be three-to-four cycles (spins) of verification and validation will be conducted after each initial upload of new information. Anthology and OIT personnel have begun preparing for phase four (integration and workflows), which will occur within the next month. Phase three and phase four will be conducted on a simultaneous basis.

The StudentNexus project is scheduled to go live in early 2021. In Fall 2020 we will start the implementation and planning for the Finance, Human Resources, and Payroll Modules with a go live date of late 2021.

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ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.B.
NEW ACADEMIC BUILDING AND AUDITORIUM UPDATE**

The New Academic Building and Auditorium complex began construction in February 2020 and continues on budget and on schedule to open for the Fall 2022 semester. The College hired Holder Construction Company as its Construction Manager for this \$84M project.

The complex consists of a main building that will house new facilities for the Music department, including classrooms, music labs, rehearsal rooms, and a 125-seat recital hall. The building also showcases a 700-seat auditorium for music performances, lectures, colloquia, and other large gatherings, and a floor-to-ceiling, curved glass lobby area for receptions. The smaller building will house the College's Educational Studies department on the second floor, with a new student study commons and café on the first floor. The project also creates the "Crescent Green," a large circular lawn for student activities, and a new courtyard between the building for dining and casual gatherings. Additional parking is also part of the project.

The construction is anticipated to be complete in early Spring 2022, followed by testing of the acoustic properties of the performance spaces, commissioning of the HVAC and audio visual systems, and installation of new furnishings. The Music and Educational Studies departments are scheduled to move into the new buildings in the Summer of 2022.

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ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.C.
FY21 INFRASTRUCTURE PROJECTS UPDATE**

Michael P. O'Brien ARC HVAC Replacement (Pool Packs)

The ARC pool HVAC project was completed and turned over to the College on September 14, 2020. The 50-meter pool is back in operation. The new air-handling units, combined with the UV sanitation system for the pool water, will improve the indoor air quality of the facility and will decrease our use of harsh pool chemicals.

Campus Roads Phase II

The scope of the project includes the resurfacing of roads and the replacement of curbing along Mathias de Sousa Drive and College Drive from Route 5 to Waring Commons. Resurfacing of roads around the Montgomery Hall and Schaefer Hall quad will not include replacement of granite curbing, but will include a new chip-seal surface treatment. The solicitation for this project will begin in late Fall 2020 with work scheduled to begin in May 2021.

Calvert Hall HVAC Replacement and Electrical Upgrades

The boilers and window A/C units that currently provide heating and cooling for Calvert Hall will be replaced beginning in the late spring / early summer of 2021. A new variable refrigerant frequency (VRF) system, similar to equipment now in place at Queen Anne Hall, Dorchester Hall, and the Jamie L. Roberts Stadium will be installed to provide heating and cooling throughout the building. In addition to the VRF system, a new dedicated outdoor air supply will be installed to provide fresh outdoor air for the building's occupants. The scope of work will also include substantial upgrades to the electrical and lighting systems throughout the space.

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INFORMATION ITEM III.D.
COMMEMORATION PROJECT UPDATE**

St. Mary's College of Maryland has commissioned the design firm RE:site, led by founders Norman Lee and Shane Allbritton, in association with poet Quenton Baker, to design *A Commemorative to Enslaved Peoples of Southern Maryland*.

The Commemorative designed by RE:Site best met the project's goals and objectives in a memorable, creative, and thought-provoking way. More than \$550K has been secured for this initiative, including \$500K from the State of Maryland and from grants and donations provided by the Maryland Heritage Areas Authority, the Southern Maryland Heritage Area Consortium, and Elizabeth and Jeffrey Byrd.

The Maryland Board of Public Works approved the contract in April 2019 and the installation process is underway. It is anticipated that the Commemorative structure will be completed on the site by end of October 2020. A virtual community dedication ceremony is scheduled for November 21, 2020.

The College has developed a companion website that will provide interpretive elements, including discussion about the history of slavery in Southern Maryland, details about the archaeology at the site, and an exploration of the erasure poetry that will grace the structure.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.E.
JAMIE L. ROBERTS STADIUM TRACK SURFACING**

The College has completed installation of a rubberized surface on the running track at the Jamie L. Roberts Stadium.

A rubberized track surface was not included in the initial build of the Stadium pending formal plans to initiate a track and field program. Since weather and sun degrade the materials, delaying the surfacing until plans for a team were established assures the longest useable lifetime for the track surface before restoration or replacement will be necessary. The NCAA-spec track and other equipment for field sports was made possible with funds provided by a generous donor. The \$505K contract was awarded to Benyon Sports Surfaces of Cockysville, Maryland. The work was completed July 2020.

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ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.F.
HOWARD PROPERTY RIGHT OF WAY ACTION**

The College is exploring the possibility of building a pedestrian and bicycle path from the southeast portion of campus to Route 5 that will provide a safe path for students in lieu of using Mattapany Road.

The College and the owners of the property, which is located south of Mattapany Road, have entered into an agreement that permits the College to study the feasibility of creating a path using the unbuilt railroad right-of-way from the 1800's that goes through their property. The path would start near the intersection of Route 5 and Rosecroft Road, across from the Campus Farm. It would extend to the new crosswalk at Mattapany Road and College Drive at the entrance to the Jamie. L. Roberts Stadium.

The feasibility study will be conducted by Site Resources, Inc., a civil engineering firm that is familiar with the College through their work on Anne Arundel Hall and the New Academic Building and Auditorium.

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TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.G.
MARYLAND ENVIRONMENTAL SERVICES: WATER UPGRADES**

Maryland Environmental Services (MES), the domestic water supplier to the College, invested nearly \$2.5M in a system upgrade across campus that will provide domestic water to the New Academic Building and Auditorium. The project also increased capacity and redundancy, and provided necessary flow to various points throughout campus. In total, over 3,500 linear feet of piping and six new valves were added to the water supply infrastructure. Future installations of fire suppression systems are now possible with these improvements.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.H.
CAWOOD HOUSE – CONTROLLED BURN**

The Cawood House and property, acquired in 2008, is contiguous to the College. Over time, the house has fallen into disrepair, taking away from the natural beauty when entering the campus. Thus, the College is working with the Ridge Volunteer Fire Department to have the structure removed in a controlled environment. The controlled burn will provide training for the Ridge Volunteer Fire Department and improve the aesthetics of the drive as you enter campus from Route 5 North. Additionally, the property has the worst facility condition index (FCI) of any College owned property. Removing this structure will positively impact deferred maintenance ratings.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 16, 2020
INFORMATION ITEM III.I.
COVID-19 FALL REOPENING PREPARATIONS**

The Physical Plant and the Office of Facilities collaborated with a variety of departments on campus to ensure the safety of students, faculty, and staff on campus. Staff collaborated with a variety of departments to establish new COVID-19 protocols specific to their workspace and staff needs.

Facilities

- Cleaning and disinfection protocols were developed and implemented that support and maintain a safe, healthy institutional environment for students, staff, faculty, and visitors to the campus.
- Classrooms, labs, and public spaces were reconfigured to support social distancing.
- Personal Protection Equipment (PPE) kits were assembled and distributed to approximately 1,300 students and 450 College employees. The PPE kits included sufficient masks and gloves for the semester, hand sanitizer, and a personal thermometer.
- Face shields produced by Assistant Professor of Chemistry Troy Townsend utilizing 3-D printing capabilities were made available to faculty and staff.
- Plastic shielding was fabricated and installed at more than 25 workstations and reception areas on campus.
- More than 500 COVID-19 specific signs were placed on campus.
- 10 additional picnic tables were fabricated and placed near dorms to provide students outdoor study and classwork space outdoors.
- 30 disinfection stations and 50 additional hand sanitizer dispensers were placed throughout campus.
- An electrostatic spraying device was acquired and placed into service to allow for speedy disinfection of non-porous services.
- Housekeeping disinfection service to academic and administrative buildings was increased by approximately 45%. A third-party vendor, Shine Bright, has been employed to augment our cleaning and disinfecting capabilities.
- Acquired more than 1,000 new MERV 13 filters for campus air handling units. HEPA filtration systems were installed within spaces that were deemed to be at a higher risk for spreading COVID, such as music practice areas, and in buildings with less than ideal ventilation.

Dining

- College staff worked with Bon Appetit to implement COVID-19 safety protocols in accordance with all FDA, CDC, State, and local Health Department guidelines.
- Food and beverages are available in three separate locations: The Great Room Served, Solomon's Kitchen, and the Breakfast Nook. Bon Appetit continues to provide an excellent, high quality dining experience for students, faculty, and staff. All self-service food options

were eliminated to reduce the risk of spreading COVID-19.

- All dining and food distribution areas are cleaned and sanitized twice daily in accordance with health and safety regulations.
- Hand sanitizing stations were placed within all dining and food dispensing locations.
- Extensive plexiglas protection was installed throughout the Great Room Server, the Breakfast Nook, and Solomon's Kitchen.
- Instructional signage, floor markings, and stanchions were placed in all dining and food dispensing locations to guide the flow of traffic and to ensure proper social distancing.
- Masks are required in all dining and food distribution areas.
- Students have the option to acquire food for all three meals during a single visit.
- Hot foods, pre-made salads, pre-made sandwiches, pre-packaged desserts, and grill items are available, as well as the late night option at Solomon's Kitchen.
- The Great Room was reconfigured to accommodate socially distanced seating (capacity now at 90).

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

Date of Meeting: May 15, 2020

Status of Minutes: Approved July 2, 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, Tayo Clyburn

Others Present: Nicholas Abrams '99, Allison Boyle, Peter Bruns, Jeffrey Byrd, Susan Dyer, Paula Collins, Carolyn Curry, Mike Dougherty, Gail Harmon, Anne Harvey-Diggs, Liza Gijanto, David Hautanen, Sven Holmes, Glen Ives, Lindsay Jamieson, Lawrence Leak '76, Doug Mayer '04, William Seale, Jenny Sivak, Allan Wagaman '06, Ray Wernecke, Michael Wick, John Wobensmith '93, Anna Yates

Executive Summary

Campus Life and Facilities Committee Co-Chair Donny Bryan '73 called the meeting to order at 9:50 a.m.

Action Items

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

The proposed FY21 Plant Budget, in the amount of \$1.318M, is solely sourced by the student facility fee. The Campus Life and Facilities Committee is charged with establishing the priorities for capital projects. A cost breakdown by priority categories, a list of FY21 specific plant budget projects, cumulative expenditures for FY20, and historical plant expenditures were provided. The Committee approved the action item unanimously and will provide its endorsement to the Finance, Investment, and Audit Committee, who will present the item to the Board of Trustees for approval at its May 15, 2020 meeting.

II.B. Approval of the FY22-FY26 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 funding for 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. The Committee approved the action item unanimously and will provide its endorsement to the Finance, Investment, and Audit Committee, who will present the item to the Board of Trustees for approval at its May 15, 2020 meeting.

II.C. Approval of the Annual Facilities Condition Report

The Committee is charged with conducting an annual evaluation of the campus facilities and reporting its findings to the Board of Trustees. Overall, the report indicated that the campus remains in good condition. Deferred maintenance remains a concern and actions are planned to prioritize renovation efforts based on the facilities condition index and student recruitment and retention. The State funded infrastructure improvement projects, included in the Governor's Five-Year Capital Budget, is projected to provide \$13.3M of new funding that will reduce the deferred maintenance and improve campus functionality. A motion to approve the action item was made by Committee Co-Chair Donny Bryan '73. The motion was seconded and the action was approved unanimously.

The meeting adjourned at 9:59 a.m.