St. Mary's

COLLEGE of MARYLAND

The National Public Honors College

BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE

REPORT SUMMARY

Date of Meeting: May 13, 2022   **Date of Next Meeting:** October 14, 2022
Committee Chair: Donny Bryan '73
Committee Members: Nicolas Abrams '99, John Bell '95, Alice Bonner '03, Michael Dougherty, Board Chair Susan Dyer, Elizabeth Graves '95, President Tuajuanda Jordan, Danielle Troyan '92
Staff Member: Paul Pusecker

Dashboard Metrics

N/A

Executive Summary

Discussion Items

Route 5 Boardwalk Project Update
The College has signed a contract with S.E. Davis Construction to build the new pedestrian and bicycle path from the St. John's Pond bridge to the North Field. The project is 80% funded by a Transportation Alternatives Project grant from the Federal Highway Administration. The remaining portion will be funded from the College's State capital appropriations. Construction on the asphalt path is expected to start during Summer 2022. The boardwalk work will be deferred until Fall/Winter 2022 due to environmental timing issues.

FY23 Legislative Session Capital Budget Impact
The Legislature appropriated $11.0M in FY23 capital funding that includes $5.0M for infrastructure improvements, $4.0M for the Hilda C. Landers Library reimagining, $1.9M for the Goodpaster Hall renovation, $40M for the Montgomery Hall renovation, and $0.10M for the Mount Aventine Archaeological project.

The College submitted a congressional earmark proposal through Majority Leader Steny Hoyer for the acquisition of a large research vessel to support of the College's Marine Science program. Included in the $900K request for funding was the requisite scientific equipment and instrumentation needed to study the biological, chemical, physical properties of the St. Mary's River, the lower Potomac River, and the Chesapeake Bay. The earmark was approved by congressional action and signed by President Joe Biden. We are awaiting the distribution of funds and have begun developing needed vessel specifications in order to solicit bids.

Information Items

Performing Arts Building and Learning Commons (NABA) Update
Substantial completion is scheduled for June 20, 2022 for the Learning Commons and July 15, 2022 for the Performing Arts Center. These buildings will be fully operational for the Fall 2022 semester. Relocation planning is in progress. Operational protocols and procedures to address

the use of the facility have been defined. Classes for the Master of Arts in Teaching program will take place in the Learning Commons beginning on July 5, 2022 and Music Department classes will be held in the Performing Arts Center starting in August 2022. Opening dedication is planned for late-September 2022.

Capital Infrastructure Improvement Projects
Last year, the State awarded the College $4.7M to address capital infrastructure projects. The Governor and the Legislature provided an additional $1.0M in March 2021 for use on any shovel ready infrastructure project. Projects that were completed, or are currently underway, include road infrastructure repairs and replacement of the HVAC and electrical systems in Calvert Hall.

Work with Mueller, the mechanical contractors, to finalize the design specifications for the Schaefer Hall HVAC replacement continues. Design should be completed by late Summer 2022. Bids will be solicited for this work, which will have to be staged between heating and cooling seasons as the building will remain occupied and functional. This project is expected to start in late Spring 2023.

The College was provided $5.0M in infrastructure support from the State for FY23, which must be fully expended within three years. Critical deferred maintenance and infrastructure support projects have been identified by the facilities leadership.

Technology Overview
The Information Technology Advisory Council was formed to further institutional technology goals by providing input, feedback, and recommendations regarding information technology policies and procedures. The Council will serve in an advisory role on procedural, organizational, and support issues as they relate to academic services and business practices affected by technology use. The initial meeting was held on April 18, 2022.

The College is moving forward with bringing 100Gb broadband capability to campus. This increased capability will support growing academic, administrative, and student demands and the potential for an Applied Data Science academic major in the future. We expect the 100Gb pipe to arrive on campus in late Summer 2022.

Replacement of the current 20+ year-old legacy phone system with state-of-the-art VOIP instruments is progressing. More than 600 phones have been installed across campus by NEC representatives with support from OIT staff. We anticipate training and cutover to the new system to occur in the May/June timeframe.

The Office of Information Technology has implemented the Information Security Awareness program as part of the College's Cybersecurity Awareness Initiative. The program has four components: training; multi-factor authentication for most campus community applications; use of encryption software for users who transfer Personal Identifiable Information; and reducing the number of staff and faculty with administrative rights.

The Enterprise Resource Planning (ERP) software implementation with our Anthology partners continues. The College purchased two major modules, the Student (CNS) module and the Finance, Human Resources and Payroll (CNF/HR) Modules. The CNF/HR module is scheduled

to go-live later this summer. The CNS module should be ready for implementation in early 2023.

Maryland Historic Interpretive Center
The Maryland Heritage Interpretive Center (MHIC) project went out for solicitation in April 2022 with bids due in mid-May. Funding in the amount of $4.7M for the final design and initial construction of the MHIC is included in the current year State budget. Assuming that bids are within budget, construction could begin in the late summer / early fall of 2022, with the goal for completion in time for Maryland Day 2024. A renovation to the parking lot on Old State House Road will follow later this summer.

Mattapany Road Improvements/Howard Property Right of Way Action
The College continues to work with the St. Mary's County Department of Public Works to address safety improvements to Mattapany Road. The College, Historic St. Mary's City, and the Department of Public Works have developed a conceptual design for the much-needed safety improvements, which would make Mattapany Road significantly safer for motorists, pedestrians, and bicyclists, while minimizing the impact to historical resources.

Historic St. Mary's City Commission Report
An update from Historic St. Mary's City is included in the meeting materials.

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

II.A. Approval of the FY23 Plant Fund Capital Budget
The Technology, Buildings, and Grounds Committee is charged with the responsibility to establish priorities for capital projects. The Committee will consider the proposed Priority A FY23 Plant Projects. The proposed FY23 plant budget, $1.403M, is solely funded from the student facility fee.

II.B. Approval of the FY24-FY28 State Capital Budget Proposal
The proposed FY24-FY28 State-funded capital budget request includes funding of various campus infrastructure improvements, funding for the design and renovation of the Montgomery Hall project, and initial design costs associated with interior improvements and ADA compliance issues for Calvert Hall.

II.C. Approval of the Annual Facilities Condition Report
The Technology, Buildings, and Grounds Committee is charged with conducting an annual evaluation of the campus facilities and reporting its findings to the Board of Trustees for its approval.

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF MAY 13, 2022

AGENDA

I. DISCUSSION ITEMS
    A. Route 5 Boardwalk Project Update
    B. FY23 Legislative Session Capital Budget Impact

II. ACTION ITEMS
    A. Approval of the FY23 Plant Fund Capital Budget
    B. Approval of the FY24-FY28 State Capital Budget Proposal
    C. Approval of the Annual Facilities Condition Report

III. INFORMATION ITEMS
    A. Performing Arts Building and Learning Commons (NABA) Update
    B. Capital Infrastructure Improvement Projects
    C. Technology Overview
    D. Maryland Heritage Interpretive Center (MHIC)
    E. Mattapany Road Improvements/Howard Property Right of Way Action
    F. Historic St. Mary's City Commission Report
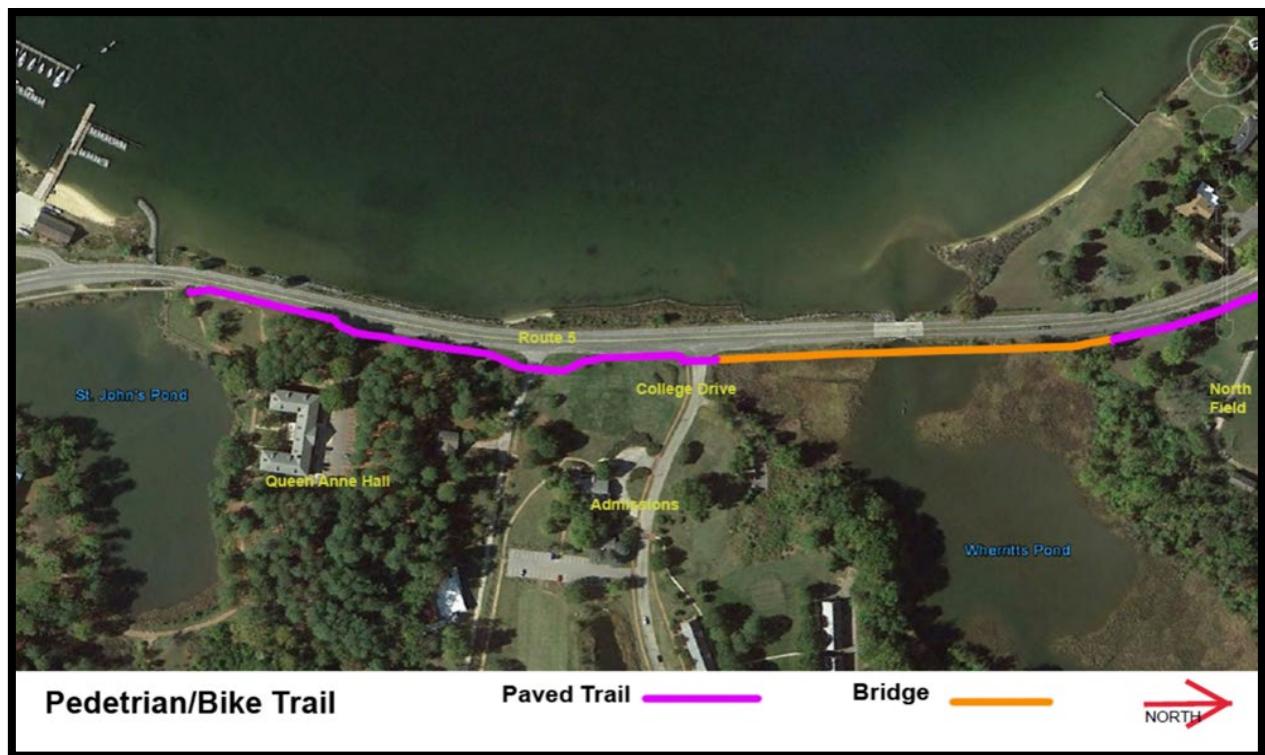   **G.** Minutes (Meeting of February 4, 2022)

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 MAY 13, 2022
DISCUSSION ITEM I.A.
ROUTE 5 BOARDWALK PROJECT UPDATE

The College has signed a contract with S.E. Davis Construction to build the new pedestrian and bicycle path from the St. John's Pond bridge to the North Field. The approximately 10-ft wide asphalt path will be separated from the existing Route 5 right-of-way by several feet of grass buffer, except for a short portion near Queen Anne Hall where a curb will be installed along the shoulder. A boardwalk will be constructed over Wherritt's Pond and the protected wetlands to allow for continuation of the path to the North Field.

The project is 80% funded by a Transportation Alternatives Project grant from the Federal Highway Administration. The remaining portion will be funded from the College's State capital appropriations.

Construction on the asphalt path is expected to start during Summer 2022. The boardwalk construction work will be deferred until Fall/Winter 2022 due to Department of Natural Resources environmental timing issues.

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF MAY 13, 2022
DISCUSSION ITEM I.B.
FY23 LEGISLATIVE SESSION CAPITAL BUDGET IMPACT

The Legislature appropriated $11.0M in FY23 capital funding for the College as follows:

Infrastructure Improvements: $5.0M
This funding will support various infrastructure and deferred maintenance projects on campus. Since 2016, the State has provided $22.3M in infrastructure funds to the College. In addition to the FY23 funding, the Governor's Five-Year Capital Improvement Plan provides for continued annual funding of $2M each year through FY27. For FY23, these funds are appropriated in the State's operating budget and must be spent over the next three years.

Hilda C. Landers Library Reimagining: $4.0M
The first floor of the Hilda C. Landers Library will be converted from open stacks to small group meeting spaces and offices to create a consolidated student support center focused on facilitating student persistence, graduation, and preparation for the workforce.

Goodpaster Hall Renovation: $1.9M
The project will renovate spaces vacated by Educational Studies upon their relocation to the Learning Commons. The vacated spaces will be converted into research and teaching labs for use by chemistry and biochemistry.

Mount Aventine Archaeological Project: $0.1M
At the request of Delegate C.T. Wilson, the Legislature provided the College with funds for Dr. Julia King to perform an historical, archaeological, and ethnographic overview of Mount Aventine's Black community between 1700 and 1950. Mount Aventine is in Charles County.

Montgomery Hall Renovation
In addition to projects funded in FY23, the Governor's Five-Year Capital Improvement Plan accelerated the renovation of Montgomery Hall to begin design in FY24. We anticipate receiving $40.0M between FY24 – FY26 for this important renovation.

SMCM FY23 Capital Budget Summary

Facility and Infrastructure Renewal	$ 5,000,000
Hilda C. Landers Library Reimagining	$ 4,000,000
Goodpaster Hall Renovation	$ 1,889,000
Mount Aventine Archeological Project	$ 100,000
Total FY23 Capital Funds	$10,989,000*

Prior to action by the Governor and the Legislature, the College expected just $3.889M in FY23 support.

Additional Capital Related Actions

The State is providing $140K for the required match to fully execute and complete the Route 5 boardwalk project. The College is grateful to the Department of Budget and Management Capital Budgeting for permitting the College to use available infrastructure funding to cover its portion of the additional costs.

The College submitted a congressional earmark proposal through Majority Leader Steny Hoyer. The proposal was for the acquisition of a large research vessel, capable of carrying 20+ students and faculty in support of the College's Marine Science program.   The vessel will be used for day trips throughout the Chesapeake and associated river systems to conduct educational and research activities.   Included in the $900K request for funding was the requisite scientific equipment and instrumentation needed to study the biological, chemical, physical properties of the St. Mary's River, the lower Potomac River, and the Chesapeake Bay.   The earmark was approved by congressional action and signed by President Joe Biden. We are awaiting the distribution of funds and have begun developing needed vessel specifications in order to solicit bids.

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF MAY 13, 2022
ACTION ITEM II.A.
APPROVAL OF THE FY23 PLANT FUND (CAPITAL) BUDGET

RECOMMENDED ACTION

The Technology, Buildings, and Grounds Committee recommends approval by the Finance, Investment, and Audit Committee of the proposed FY23 Plant Budget in the amount of $1.403M. The sole source of funding comes from the student facility fee. The Finance, Investment, and Audit Committee will review these Priority A FY23 Plant projects at its May 13, 2022 meeting.

RATIONALE

The Technology, Buildings, and Grounds Committee is charged with the responsibility to establish priorities for capital projects. The Committee will consider the proposed Priority A FY23 Plant Projects as shown in the attached schedule. Background information is attached and includes a cost breakdown by priority categories and a listing of FY23 plant budget projects.

ST. MARY'S COLLEGE OF MARYLAND
FY23 PLANT PROJECT SUMMARY
PRIORITY A PROJECTS LIST

		Estimated Cost
Major Capital Projects		
Miscellaneous Capital Projects < $200,000		$ 110,000
	Subtotal	$ 110,000
Maintenance and Repair		
Michael P. O'Brien ARC Partial Roof Replacement		$ 300,000
Miscellaneous Maintenance and Repair Projects < $200,000		$ 516,488
	Subtotal	$ 816,488
Program Support		
Miscellaneous Projects < $200,000		$ 197,000
	Subtotal	$ 197,000
Residence Hall Renewal Program		
Crescents New Furniture Phase 1		$ 200,000
Miscellaneous Residence Hall Projects < $200,000		$ 80,000
	Subtotal	$ 280,000

FY21 PRIORITY A PROJECTS   **$1,403,488**

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ST. MARY'S COLLEGE OF MARYLAND
FY23 PLANT PROJECT SUMMARY

PROJECT	ESTIMATED COST
CAPITAL PROJECTS	
Goodpaster Hall - Design	$60,000
Montgomery Hall - Intermediate use of vacated music space	$50,000
TOTAL COST OF CAPITAL PROJECTS	**$110,000**
MAINTENANCE & REPAIR	
Miscellaneous Maintenance and Repair Projects - unknown	$50,000
Plant Contingency	$41,488
Campus Wide - Roof repairs	$50,000
Campus Wide - Building Automation	$20,000
Michael P. O'Brien ARC Partial Roof Replacement	$300,000
Lewis Quad - HVAC and Mechanical Upgrade Phase 2 of 3 (8 units)	$125,000
Montgomery Hall - Foundation Repair	$20,000
Traditional Residence Halls - Fire Alarm Phase 3 of 3	$85,000
Crescents - Window Replacement	$125,000
TOTAL COST OF MAINTENANCE AND REPAIR PROJECTS	**$816,488**

ST. MARY'S COLLEGE OF MARYLAND
FY23 PLANT PROJECT SUMMARY (CONTINUED)

PROJECT	ESTIMATED COST
PROGRAM SUPPORT	
Boyden Gallery - Lighting System Repair	$20,000
River Center - Rowing Center Partial Door Replacement	$10,000
Kent Hall - Installation of Water Fountain/Bottle Filling Station	$2,000
Campus Wide - Replace/Update Automatic Door Openers - Phase 1 - Montgomery Hall	$5,000
O'Brien ARC - Rescreen Athletic Courts	$15,000
O'Brien ARC - Aquatic Center Pool Chemical Feeder Replacement	$70,000
Miscellaneous Enhancements - unknown	$15,000
Campus Bookstore and Daily Grind - Lighting Upgrade	$10,000
Admissions - Outdoor Lighting Project	$10,000
Miscellaneous Site Improvement Projects - unknown	$10,000
Wayfinding Signage Phase 1	$20,000
Great Room - Furniture Restoration Phase 1	$10,000
TOTAL COST OF PROGRAM SUPPORT PROJECTS	**$197,000**
RESIDENCE HALL RENEWAL PROGRAM	
Miscellaneous Residence Hall Repairs	$30,000
Crescrents - New Furniture Phase 1	$200,000
Caroline Hall - Interior Refresh	$50,000
TOTAL COST OF RESIDENCE HALL PROJECTS	**$280,000**
TOTAL COST OF PRIORITY "A" PROJECTS	**$1,403,488**

RECOMMENDED ACTION

The Technology, Buildings, and Grounds Committee recommends approval by the Finance, Investment, and Audit Committee of the attached FY24-FY28 State Capital Funding Proposal. The Finance, Investment, and Audit Committee will review this proposed capital budget submission and recommend approval at its May 13, 2022 meeting.

The proposed FY24-FY28 State-funded capital budget request includes funding of various Campus Infrastructure Improvements, funding for the design and renovation of Montgomery Hall, and initial design costs associated with interior improvements and ADA compliance issues in Calvert Hall.

RATIONALE

The attached chart summarizes our FY24-FY28 State Capital Budget request and provides a comparison to the Governor's Five-Year Capital Improvement Plan (CIP). Details follow below:

Campus Infrastructure Improvements
This budget continues to fund infrastructure improvements annually in multiple phases. The FY24 allocation of $2.0M will fund replacement of the Kent Hall HVAC system.

Additional highlighted projects proposed for FY24-FY28 include north campus nodal loop automation upgrades, Schaefer Hall fume hood replacement, masonry restoration and slate roof replacement for the historic campus area, Schaefer Hall controls upgrades, and other projects. The total request for infrastructure projects in FY24-FY28 is $10.0M.

Additionally, the FY23 infrastructure allocation of $5.0M, which was increased by the Governor and legislature from the $2.0M programmed and required to be fully expended by FY26, will fund campus fiber infrastructure upgrades, the replacement of the Campus Center roof and roof top mechanical units, campus roadway and parking lot improvements, the replacement of the lower Hilda C. Landers Library roof, installation of a Library/OIT generator and transfer switches, and other projects.

Montgomery Hall Renovation
Montgomery Hall was constructed in 1979 and currently supports programs in English and the fine and performing arts. Except for the Bruce Davis Theater renovation in 2008, Montgomery Hall has only received minor renovations and cosmetic improvements. 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 considerable renewal to its systems and updating in support areas, as well space reconfigurations to support and accommodate current deficiencies and future pedagogical needs. The relocation of the Music Department to the Performing Arts Center in 2022 will enable the College to reallocate the vacated space to other programs.

The Governor's CIP recommends $1.5M for design funding in FY24, advanced from FY25 in the previously approved CIP. The College is further requesting $10.0M in FY25 to complete design and start renovation, and the final $28.9M in FY26 construction funds to complete the renovation.

SMCM - Capital Spending Plan FY23-FY30

Design
Construction	in $M

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Infrastructure	State (FY23 CIP)	5.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Hilda C. Landers Library Reimagining	State	4.0							
Montgomery Hall	State			1.5	2.5 / 7.5	28.9			
STEM Goodpaster	State	1.9							
Calvert Hall	State						3.0	12.0	12.0

SMCM	State	10.9	3.5	12.0	30.9	2.0	5.0	14.0	14.0
	College		0	0	0	0	0	0	0

GOVERNOR'S CIP FY23		FY23	FY24	FY25	FY26	FY27	FY28
	INFRASTRUCTURE	5.0	2.0	2.0	2.0	2.0	2.0
	HILDA C. LANDERS LIBRARY	4.0					
	MONTGOMERY HALL		1.5	10.0	28.9		
	GOODPASTER HALL	1.9					
	CALVERT HALL						3.0
	TOTAL	10.9	3.5	12.0	30.9	2.0	5.0

RECOMMENDED ACTION
The Technology, Buildings, and Grounds Committee recommends approval by the Board of Trustees of the Annual Facilities Condition Report.

RATIONALE
The Technology, Buildings, and Grounds 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.

Summary Data for All Facilities (FCI Report) for 2022 - 2023

Site: St. Marys College of Maryland

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	$2,189,688	$84,615	$205,490	13.2%
02 - St. Mary's Hall Annex	$119,781	$7,584	$0	6.3%
03 - May Russell Lodge	$589,712	$3,936	$8,000	2.0%
04 - Calvert Hall	$16,075,280	$389,059	$4,585,420	30.9%
05 - Lucille Clifton House	$287,022	$7,762	$0	2.7%
06 - Admissions	$1,688,790	$47,692	$0	2.8%
07 - Kent Hall	$12,212,436	$108,413	$1,043,870	9.4%
08 - Cobb House	$1,640,770	$141,842	$0	8.6%
09 - Margaret Brent Hall	$1,916,311	$0	$0	0.0%
11 - Queen Anne Hall	$17,887,168	$350,703	$31,500	2.1%
12 - Campus Center	$30,647,708	$75,360	$2,500,000	8.4%
13 - Library	$36,229,800	$459,758	$0	1.3%
14 - Dorchester Hall	$21,045,806	$338,201	$70,000	1.9%
15 - Maintenance	$3,287,745	$186,618	$15,000	6.1%
16 - Michael P. O'Brien ARC	$35,701,995	$1,118,604	$100,000	3.4%
17 - Ethel Chance Health Center	$529,950	$115,260	$40,000	29.3%
18 - Caroline Hall	$21,045,806	$440,291	$25,000	2.2%
19 - Prince George Hall	$17,887,168	$518,140	$0	2.9%
20 - Montgomery Hall	$52,450,874	$1,783,754	$11,513,288	25.4%
22 - E.D. Harrington	$3,012,404	$76,568	$0	2.5%

Summary Data for All Facilities (FCI Report) for 2022 - 2023

Site: St. Marys College of Maryland

Facility	Replacement Value (F	Deferred Components (I	Selected Projects (SP)	(DC + SP)/RV (FCI)
23 - G. Boone	$2,202,898	$64,274	$0	2.9%
24 - H.L. Dodge	$3,550,989	$119,613	$0	3.4%
25 - M.W. Dodge	$3,018,197	$136,172	$0	4.5%
26 - A.B. Morsell	$2,615,984	$59,765	$0	2.3%
27 - B. Trueschler	$2,202,898	$29,772	$0	1.4%
28 - Daugherty-Palmer Commons	$2,732,524	$11,458	$0	0.4%
29 - Admissions Annex	$288,143	$17,916	$0	6.2%
30 - Schaefer Hall	$49,982,029	$1,704,945	$3,000,000	9.4%
31 - Townhouse Crescent	$14,898,445	$345,933	$215,000	3.8%
32 - Lewis Quad - West	$5,655,727	$9,622	$120,000	2.3%
33 - Lewis Quad - North	$4,164,793	$10,467	$120,000	3.1%
34 - Lewis Quad - East	$5,655,727	$58,201	$0	1.0%
35 - Lewis Quad - Commons	$1,739,148	$34,577	$0	2.0%
36A - Waring A - Commons	$1,013,719	$12,918	$25,000	3.7%
36B - Waring B - Units 1-8	$4,275,210	$0	$0	0.0%
36C - Waring C - Units 13-20	$4,850,980	$0	$0	0.0%
36D - Waring D - Units 21-25	$4,379,483	$0	$0	0.0%
36E - Waring E - Units 9-12	$2,176,141	$0	$0	0.0%
36F - Waring F - Units 26-33	$4,828,312	$0	$0	0.0%
36G - Waring G - Units 34-37	$2,439,091	$0	$0	0.0%
36H - Waring H - Units 38-49	$7,652,761	$0	$0	0.0%

Summary Data for All Facilities (FCI Report) for 2022 - 2023

Site: St. Marys College of Maryland

Facility	Replacement Value (F	Deferred Components (I	Selected Projects (SP)	(DC + SP)/RV (FCI)
37A - Waring I - Units 50-57	$4,270,409	$0	$0	0.0%
37B - Waring J - Units 58-63	$3,129,578	$0	$0	0.0%
38 - Goodpaster Hall	$48,112,948	$0	$1,000,000	2.1%
39 - Muldoon River Center	$6,333,668	$15,380	$0	0.2%
40 - Rowing Center	$666,882	$18,642	$0	2.8%
41 - Glendening Hall	$19,690,034	$0	$0	0.0%
42 - Artist House	$321,355	$31,433	$0	9.8%
44 - Joint Storage Building	$371,344	$0	$0	0.0%
45A - Anne Arundel Hall North	$5,984,379	$3,000	$0	0.1%
45B - Anne Arundel Hall South	$4,202,038	$3,000	$0	0.1%
45C - Anne Arundel Hall West	$4,435,234	$3,000	$0	0.1%
46 - Jamie L. Roberts Stadium	$2,526,815	$0	$0	0.0%
Allowance - Building Allowances	$0	$30,900	$0	0.0%
INFRA - infrastructure	$0	$39,585	$0	0.0%
SITE_WIDE - St. Marys College of Maryland	$0	$0	$750,000	0.0%
Totals	**$506,814,099**	**$9,014,733**	**$25,367,568**	**6.8%**

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF MAY 13, 2022
INFORMATION ITEM III.A.
PERFORMING ARTS CENTER AND LEARNING COMMONS UPDATE

The Performing Arts Center and Learning Commons project will be completed this summer. Substantial completion (building handover from Holder Construction) is scheduled for June 20, 2022 for the Learning Commons and July 15, 2022 for the Performing Arts Center. These buildings will be fully operational for the Fall 2022 semester.

Highlights of current activities include:
- Completion of the auditorium interior
- Start-up and commissioning of HVAC systems
- Installation of landscape and hardscape elements
- Installation of technology components
- Furniture and equipment (ready for delivery)

Relocation planning is in progress. Faculty have selected their offices and are preparing for the physical move in early summer. Operational protocols and procedures to address the use of the facility by faculty, staff, students, and the community have been defined. David Smith has been named Technical Director, adding to his responsibilities at the Bruce Davis Theater, and recruitment of a Director of Production and Events for the performance venues is underway.

Classes for the Master of Arts in Teaching program will take place in the Learning Commons beginning on July 5, 2022 and Music Department classes will be held in the Performing Arts Center starting in August 2022. Opening dedication is planned for late-September 2022.

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF MAY 13, 2022
INFORMATION ITEM III.B.
CAPITAL INFRASTRUCTURE IMPROVEMENT PROJECTS

Last year, the State awarded the College $4.7M to address capital infrastructure projects. The Governor and the Legislature provided an additional $1.0M in March 2021 for use on any shovel ready infrastructure project. Projects that were completed, or are currently underway, include road infrastructure repairs and replacement of the HVAC and electrical systems in Calvert Hall.

The campus roadway/sidewalk improvement project has been completed, successfully addressing the safety and aesthetic concerns of the existing road surfaces. Additionally, two brick sidewalks were added to the campus for ease of pedestrian movement.

The Calvert Hall HVAC system replacement and electrical upgrades project is progressing on time and on budget. This intrusive renovation, which required all occupants to vacate the building, is expected to last until late August 2022. Taking advantage of this unoccupied building, FY22 State infrastructure funding was utilized to replace all windows in Calvert Hall with modern, historically accurate frames. The contract was awarded to W. M. Davis after approval by the Board of Public Works (BPW) in early 2022 was received. Finally, using available FY21 funding, we secured BPW approval on April 6, 2022 to replace the slate roofing and repair the brick masonry on Calvert Hall. This project was awarded to Garland, Inc. at a cost of $1.1M. Once all repairs have been completed, Calvert Hall will be extremely energy efficient and provide a much-improved environment for all occupants.

We continue working with Mueller, the mechanical contractors, to finalize the design specifications for the Schaefer Hall HVAC replacement. Design should be completed by late Summer 2022. We will solicit bids for this work, which will have to be staged between heating and cooling seasons as the building will remain occupied and functional. This project is expected to start in late Spring 2023.

The College was provided $5.0M in infrastructure support from the State for FY23, which must be fully expended within three years. Critical deferred maintenance and infrastructure support projects have been identified by the facilities leadership. Specific details and plans will be shared with the Technology, Buildings, and Grounds Committee, and with the Board of Trustees, at the October 2022 meetings.

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF MAY 13, 2022
INFORMATION ITEM III.C.
TECHNOLOGY OVERVIEW

Information Technology Advisory Council
The Information Technology Advisory Council (ITAC) was formed to further institutional technology goals by providing input, feedback, and recommendations regarding information technology policies and procedures. The Council will serve in an advisory role on procedural, organizational, and support issues as they relate to academic services and business practices affected by technology use.

The Council, comprised of the assistant vice president/chief information officer, three faculty members, three staff members, and two students, held its first meeting on April 18, 2022. The Council intends to meet monthly beginning in Fall 2022.

Increased Campus Broadband Capabilities
The College is moving forward with bringing 100Gb broadband capability to campus. This increased capability will support growing academic, administrative, and student demands and the potential for an Applied Data Science academic major in the future. The College contracted with Maryland Research and Education Network (MDREN), who has engaged with Maryland Broadband, and actions are underway to get this capability to campus. We expect the 100Gb pipe to arrive on campus in late Summer 2022.

This increased broadband capacity will require major upgrades to the College's IT infrastructure. To this end, we have engaged Presidio, a global digital services and solutions provider, who will assess the needed infrastructure upgrades, including switches, fiber, routers, etc. With that information, we can proceed to solicit bids for the work. State capital infrastructure funds may be used for these IT capital improvements.

Campus-Wide Phone Replacement Project with Voice Over Internet Protocol (VOIP) Capability
Replacement of the current 20+ year-old legacy phone system with state-of-the-art VOIP instruments is progressing. More than 600 phones have been installed across campus by NEC representatives with support from OIT staff. We are only awaiting the arrival of servers needed to support the conversion of Historic St. Mary's City phone system. Once completed, we anticipate training and cutover to the new system to occur in the May/June timeframe. The NEC team will be onsite to support the cutover, provide training, and to collect the old phones.

Cybersecurity
The Office of Information Technology has implemented the Information Security Awareness program as part of the College's Cybersecurity Awareness Initiative. The program has four components: training; multi-factor authentication for most campus community applications; use of encryption software for users who transfer Personal Identifiable Information (PII); and reducing the number of staff and faculty with administrative rights.

Training is complete for OIT staff and contractors. All faculty, staff, and students were provided with instructions for completing the cybersecurity training course entitled *Security Awareness Essentials*. Executive Council members will complete specialized training entitled *Information Security for Executives* in addition to the *Security Awareness Essentials* course. Moving forward, specialized training will be provided as needed to specific offices. All new students will be required to complete the cybersecurity awareness training prior to enrolling.

DUO, for multi-factor authentication, has been installed and tested. This system will commence in October, which is Cybersecurity Month. Virtru, the email encryption software, has been installed and tested, and will be implemented upon the completion of cybersecurity awareness training by all faculty, staff, and students.

The State of Maryland Treasurer's Office cyber security insurance policy encourages that State agencies continue offering regular guidance and training to employees regarding the detection of phishing and other social engineering scams, tailor training according to employee roles and responsibilities and focus training on preventing hurried responses and overcoming emotional/ impulsive reactions. The training provided by the College meets all of the requirements.

Enterprise Resource Planning System
The Enterprise Resource Planning (ERP) software implementation with our Anthology partners continues. The College purchased two major modules, the Student (CNS) module and the Finance, Human Resources and Payroll (CNF/HR) Modules. The CNF/HR module is scheduled to go-live later this summer. The CNS module should be ready for implementation in early 2023.

The Maryland Heritage Interpretive Center (MHIC) project went out for solicitation in April 2022 with bids due in mid-May.

This facility, a 12,279 GSF interpretive and visitor center, will be the first stop for visitors to Historic St. Mary's City. It will reflect the traditional structure designs of Historic St. Mary's City in a contemporary way, while complementing the existing Anne Arundel Hall complex. The building will be of heavy timber construction and dark wood clad exterior. The interior will house both permanent and rotating exhibits and will feature a small auditorium with removable seats.

Funding in the amount of $4.7M for the final design and initial construction of the MHIC is included in the current year State budget.

Assuming that bids are within budget, construction could begin in the late summer/early fall of 2022, with the goal for completion of the project in time for Maryland Day 2024. A renovation to the parking lot on Old State House Road will follow later this summer. In accordance with the 2008 Memorandum of Understanding between the College and Historic St. Mary's City, the College is responsible for providing all construction/project management services for this large-scale project.

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF MAY 13, 2022
INFORMATION ITEM III.E.
MATTAPANY ROAD IMPROVEMENTS / HOWARD PROPERTY
RIGHT OF WAY ACTION UPDATE

The College continues to work with the St. Mary's County Department of Public Works (DPW) to address safety improvements to Mattapany Road. The College, Historic St. Mary's City, and the Department of Public Works have developed a conceptual design for the much-needed safety improvements, which would make Mattapany Road significantly safer for motorists, pedestrians, and bicyclists, while minimizing the impact to historical resources.

Currently, the County DPW has requested funding support in their annual capital improvement submission. The County Commissioners must review and provide funding approval.

The College also continues to investigate the possibility of creating an alternative path, or recreational trail, for bicyclists and pedestrians though the Howard property south of Mattapany Road.

The Commission recognizes and thanks Father Bill George, who served eight years as our Chair. We are most grateful for his leadership and the accomplishments made under his direction, which include construction of the long anticipated new visitor center, construction of the new Maryland Dove, and the development of a new master plan, which provides a vision to 2034 and the State's 400th anniversary celebration.

The Commission elected a new chair, Admiral Tim Heely, who begins his tenure on July 1st, 2022. Admiral Heely takes the helm as we are on the threshold of an expansion made possible by unprecedented investment by the State in our facilities and programs. We are grateful to have Admiral Healy lead the Commission though the next critical phases, as we realize our vision to become a nationally prominent museum and research center.

The Commission is grateful for the support of Governor Hogan, his administration, and the General Assembly for our capital budget request. Several major projects were funded in FY2023, including $12M for the Maryland Heritage Interpretive Center to complete construction, $2.0M to address deferred maintenance and site improvements, and $683K to continue archaeological investigation of the Leonard Calvert House site, leading towards the development of a new facility and exhibit.

The Commission is very pleased to share that it has been awarded an outright grant in the amount of $315K by the National Endowment for the Humanities. This grant will support the production of interactive interpretive elements, called Storytellers, to ensure that diverse and inclusive history is presented and to use technology to increase accessibility. The three Storytellers digital interactive interpretive features highlights and stories of diverse people throughout St. Mary's City's history. Grant funds will also be used to enhance accessibility for those visitors who are blind or visually impaired by creating visual descriptions of the interactives accessible through technologies embedded in the exhibition and a visual description. To assist in the development of the exhibition content to ensure that it is fully representative of all the lived experiences of people on the site, the Historic St. Mary's City Commission will partner with community collaborators and humanities scholars, including Kelsey Bush, chief diversity officer at St. Mary's College.

We are looking forward to the arrival of the new Maryland Dove. During the spring and early summer, the Chesapeake Bay Maritime Museum will be completing the build and testing in order to be certified by the US Coast Guard. We expect that she will arrive at her home port in August, after which a celebration for the State's newly commissioned ship will take place at Historic St. Mary's City. We will keep the College and all stakeholders apprised of the plans.

St Mary's
COLLEGE of MARYLAND
The National Public Honors College

BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE

OPEN SESSION
MINUTES

Date of Meeting: February 4, 2022   **Status of Minutes:** Approved March 2, 2022

Committee Members Present: Committee Chair Donny Bryan '73, Nicolas Abrams '99, John Bell '95, Alice Bonner '03, Michael Dougherty, Board Chair Susan Dyer, Elizabeth Graves '95, President Tuajuanda Jordan, Danielle Troyan '92
Committee Members Absent: None
Staff Members: Paul Pusecker

Others Present: Joshua Ajanaku '22, Carlos Alcazar, Betsy Barreto, Peter Bruns, Kelsey Bush '94, Jeff Byrd, Sarah Cannavo, Paula Collins, Carolyn Curry, Peg Duchesne '77, Regina Faden, Katie Gantz, Mary Grube, Gail Harmon, Jerri Howland, David Hautanen, Melanie Hilley '92, Sven Holmes, Kristina Howansky, Lawrence Leak '76, Douglass Mayer '04, Scott Mirabile, Brad Newkirk, Jenell Sargent, Maury Schlesinger, William Seale, Jenny Sivak, Ray Wernecke, John Wobensmith '93, Anna Yates, Derek Young '02

Executive Summary
Technology, Buildings, and Grounds Committee Chair Donny Bryan '73 called the meeting to order at 9:27 a.m. Attendees participated both in-person and via videoconference.

Discussion Items
Technology Overview Update
The College is in the process of upgrading its current 5Gb broadband network to 100Gb capability. On-campus infrastructure, including switches, fiber, routers, etc., will be enhanced to distribute 100Gb capacity to all the campus academic, administration, and student resident buildings. This increase is necessary to support the College's growing academic demands in general, and the new Applied Data Science major specifically. The process is expected to take 12-15 months to complete.

The Enterprise Resource Planning software implementation with our Anthology partners continues and much progress has been made to support the spin cycles and move toward final implementation. The human resources module is scheduled to go-live in late Spring 2022 and the student module is scheduled to go-live in Summer 2022.

The Office of Information Technology is implementing the Information Security Awareness program as part of the overall Cybersecurity Awareness initiative. The program has four components, including training, multi-factor authentication, use of encryption software for users who transfer Personal Identifiable Information, and reducing the number of employees with administrative rights. Training, which meets the Maryland Treasurer's Office cyber security insurance policy requirements, is underway and expected to conclude in early May 2022.

The chosen name process, a procedure that permits a student to officially notify the College of their chosen first name, is currently a manual process supervised by the Dean of Students. There are limitations to where a chosen first name can currently be reflected within College records and communications. Adjusting the College's various information systems to include the use of a chosen first name is a multi-year effort, due to the complexity and interrelated nature of systems and record sources. The new ERP software will include a chosen first name field, allowing for more wide-spread use.

Route 5 – Boardwalk Project
The new pedestrian and bicycle path will begin just north of the St. John's Pond inlet bridge and will extend to College Drive, with a boardwalk constructed over Wherritt's Pond and the protected wetlands to allow for continuation of the path to the College's North Field. The project was budgeted in 2014 at $2.176M and funded by a Federal grant of $1.741M under the Transportation Alternatives Program and a 20% match by State capital funds of $435K. Approximately $205K have been expended on engineering costs to date.

Bids for the construction were received on December 16, 2021, with the lowest bid of $2.4M approximately $800K above the construction phase budget. The College's Government Relations team immediately engaged with Maryland Transportation Secretary Slater and was successful in securing a commitment for most of the shortfall needed to complete this important pedestrian safety project. Any remaining funding requirements will be covered by the College through capital infrastructure improvement sources.

Information Items
Performing Arts Center and Learning Commons Annex
The project continues with substantial completion scheduled for May 2022 and the buildings fully operational for the Fall 2022 semester. Planning for the opening of the building continues and the drafting of operational protocols and procedures to address the use of the facility are underway.

Throwing Fields for Track & Field Team Update
The NCAA Division-III approved throwing and field event space near the Jamie L. Roberts Stadium supports the College's new track and field program and includes shot put, discus, hammer throw, and a javelin run. St. Mary's College of Maryland now has the facilities to permit the fielding of a complete track and field program and host NCAA Division-III competitions.

Planning for the Future: Accommodation for New and Expanding Programs
The College will select an architectural firm to complete the design and engineering of the new chemistry/biochemistry lab, faculty research lab, and supporting lab facilities to be constructed in Goodpaster Hall within the space currently occupied by Educational Studies. The goal is to

complete the architectural drawings and engineering specifications by Spring 2022 and bid the project in Summer 2022. Construction is expected to take one year, which will place the new labs online for the Fall 2023 semester.

The current layout and space usage in the Hilda C. Landers Library reflect an academic library facility of the 1990s. With more resources moving online, library stacks can be consolidated to create space for the relocation of the library offices, allowing the main floor of the library to become a centralized location for offices that are focused on facilitating student persistence, graduation, and workforce preparation. The relocation of these student support offices to the library will enable the College to reallocate space within Glendening Hall for other academic programs and enable the development of the new majors in Marine Science and Applied Data Science and foster the continued growth in Environmental Studies.

The renovation of 40-year-old Montgomery Hall is currently in the state Capital Improvement Program with design funding beginning in FY25 and construction funding to begin in FY26. The College made a formal request to accelerate this project by one year to permit us to start design prior to FY25. The request was approved and included in the Governor's budget, with design now starting in FY24. The scope of the planned renovation will be updated to reflect changes in the art and theater programs.

As the College develops the Marine Science program, existing lab space in the basement of Schaefer Hall becomes a focus of attention. An existing wet lab, designed for the study of Marine Biology, is in desperate need of renovation. The new program will also require additional auxiliary lab space.

The Office of Planning and Facilities is seeking additional ways to address space needs, including the proposed programs in Applied Data Science, labs and faculty office spaces, and space utilization in Glendening Hall if the Hilda C. Landers Library revisioning project is realized.

The Marine Science program proposal included the purchase of a 45'-50' research vessel for river and bay exploration and a 28' skiff for exploring shallow water. Requests for proposal are currently being drafted and we will solicit competitive bids for these two research vessels.

Gender-neutral restrooms are now available in all academic buildings and residence halls, and additional gender-neutral restrooms have been added to Goodpaster and Schaefer Halls. Each academic building on campus now contains ADA compliant non-gendered restrooms.

Capital Infrastructure Improvement Projects
The State awarded the College $4.7M in FY21 to address road infrastructure repairs and to replace the HVAC and electrical systems in Calvert Hall. In March 2021, the Governor and Legislature provided an additional $1M for any shovel-ready infrastructure projects. The College completed the campus roadway/sidewalk improvement project, addressing the safety and aesthetic concerns of the existing roads on campus. The roads were resurfaced, curbing was installed, and two additional sidewalks were added along College Drive from the entrance on Route 5 to the Waring Commons complex. The Calvert Hall HVAC replacement and electrical upgrades project is

underway with initial site work occurring in November and December 2021. Active construction began January 2022.

Other State funded infrastructure projects occurring this year will include the Calvert Hall window replacement project and the Schaefer Hall HVAC replacement.

<u>Maryland Heritage Interpretive Center (MHIC)</u>
The project will go out to bid for construction in late February 2022. The project is to construct a 12,279 GSF interpretive and visitor center for Historic St. Mary's City adjacent to Anne Arundel Hall.   Funding in the amount of $4.7M for the final design and initial construction of MHIC was included in current State budget. Assuming bids come in within budget, construction could commence late Spring 2022. A renovation to the Old State House Road parking lot will follow later this summer. Within the 2008 Memorandum of Understanding between St. Mary's College of Maryland and Historic St. Mary's City, the College is responsible for providing all construction/project management services for this large-scale project.

Committee Chair Donny Bryan'73 introduced Executive Director Regina Faden, Ph.D., who provided an update from Historic St. Mary's City. Dr. Faden discussed the partnership between the programs and museum facilities currently located in Anne Arundel Hall with those that will be housed in the new Maryland Heritage Interpretive Center. The estimated arrival and commissioning of the new Maryland Dove is June 2022. The Dove is Coast Guard certified for passengers and has an ADA accessible deck. Dr. Faden reviewed Historic St. Mary's City's goals and capital projects and reviewed the mission of the Historic St. Mary's City Fort to 400 Commission.

Action Items
None

The meeting adjourned at 10:12 a.m.