

MINUTES OF THE BOARD OF ADVISORS MEETING  
HELD ON TUESDAY June 16, 2020, AT 5:00 PM  
U S M S M, TELECONFERENCE

**In Attendance By Phone:** Joe Anderson, Betsy Beise for Mary Ann Rankin, Denise Barnes, JoAnn Boughman, Alan Easterling, Rich Fleming, Anthony Foster, Rose Frederick, Ellen Herbst (*Ex Officio*), George Hurlburt, Glen Ives, Chris Kaselemis, Jack Keane, Gary Kessler, Maureen Murphy, Matt Scassero, Tuajuanda Jordan, Maria Icaza, and Ben Latigo (*Ex Officio*).

**Not in Attendance:** Becca Salisbury

**Call to Order:** The Board was called to order at 5:13 pm by Joe Anderson.

**Approval of Minutes:** Minutes of the May 19, 2020 meeting were distributed for approval. A correction was made, Alan is leading the Strategic Plan Industrial Subcommittee, George is leading the Covid-19 Committee. With the amendment, a motion was made by George Hurlburt to approve the minutes and seconded by Jack Keane. The motion carried.

**ED Search Update:** The Search Committee sent their two recommendations to the Chancellor. The Chancellor has completed their interviews. The search firm is finishing the background and reference checks. They are in the final phase and should be completed by the end of July.

**Strategic Planning Committee:**

- Building enrollment and recruiting new or expanded programs – First meeting is scheduled for Wednesday, June 17, 2020. Chad Muntz, Assistant Vice Chancellor of Institutional Research, Data & Analytics. is providing data to help facilitate this group.
- Negotiating an operating MOU for the new building –Anthony is working on this with College park.
- Enhancing industry signaling system & feedback with regional employers – Alan has done some initial work and getting this subcommittee off the ground.
- Planning for the impacts of COVID – George stated that they had a very productive meeting and have created a long-range mission. They have designated a liaison kind of committee.
- Communications and Public Relations – George feels it is going to require a full-time permanent position in order to move forward. BIII's progression has been featured on U S M S M FB page.

**New Building Construction Project:** The Building III Construction Project is going well. They resume the steel columns and structures. Installment construction

was completed about 2 weeks ago. This week they have moved into sequence four and five which is the Southern most part of the building. Their plan is to have completed by July. Still on schedule and expected to be completed on time. Ben went to the construction site to see the samples they provided for the seaplanes in one of the main auditoriums. Ben has since gone back and submitted his comments to the architect. The original seats for the conference facility are accordion style seating that can be placed in the wall. The original bid has been a problem, we now have to potentially talk to other providers. The manufacture has extended the offer to buy additional lab equipment for a discounted price. U S M S M will provide the storage space for this equipment.

**Executive Director Report:** The Executive Director presented his report which was distributed earlier. Ben would like to highlight what is not on the report:

- The staff has been working diligently with all the USM Institutions with the Return to Campus Plan. June 15, 2020, we have implemented UMD daily self-monitoring for Covid-19 before any of the staff can return to campus they have to self-report online. It is a very effective system you can do it on your laptop or your phone. Basically, this is a system allowing you to monitor your temperature and they ask you a number of questions. We have a very comprehensive plan which JoAnn and Ellen are reviewing and was also submitted to the system two weeks ago. we submitted today, additional policies and procedures to allow us to reopen. U S M S M is also working with St. Mary's County Health Department. Our focus will be screening, temperature checks, health department will do the testing. We expect the staff to return June 29<sup>th</sup> to do an extensive training that we provided to the system. On July 1, we expect all of the University Coordinators to return to their offices. July 13<sup>th</sup> we are expecting to open our training programs. F I T will return to offer face to face classes. Salisbury and U M G C have announced they will do online courses for the Fall semester. We have a table that shows each space that shows the maximum number that we can accommodate based on the social distancing requirements. Betsy stated the U M D Health Safety Team is requiring masks to be worn inside any building, it is a prevailing standard. Dr. Jordan also stated they are requiring masks also on their campus. C S M is also requiring masks also on campus. St. Mary's Health Department is also reviewing the plan. Ultimately, we will follow U S M and U M D requirements.

**New Business:** Matt discussed a web series created in response to COVID-19 crisis to demonstrate the needs of the community.

**Next Meeting:** The next Board of Advisors meeting is July 15, 2020 in lieu of the Chancellor Perman's visit.

**Adjournment:** *There being no other business, Glen moved a motion to adjourn and was seconded by Rose. The motion passed unanimously, and the meeting adjourned at 5:56 p.m.*