

U S M S M MINUTES OF THE BOARD OF ADVISORS MEETING  
HELD ON TUESDAY, May 19, 2020, AT 5:00 PM  
TELECONFERENCE

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

**Not in Attendance:** Jack Keane

**Call to Order:** The Board was called to order at 5:02 pm by Joe Anderson.

**Approval of Minutes:** Minutes of the April 14, 2020 meeting were distributed for approval. A correction was made, Gary Kessler was in attendance. With the amendment, a motion was made by George Hurlburt to approve the minutes and seconded by Joe Anderson. The motion carried.

**Executive Director Search Update:** The Search Committee has narrowed down their search to 2 candidates. Isaac Miller is currently going through the vetting process. The next step is the Board of Advisors and key stakeholders in the community have an opportunity to interview the candidates. The goal is to have this wrapped up by mid June.

**Strategic Planning Committee:** Anthony Foster modified the Strategic Plan into 4 subcommittees.

- 1) Building Enrollment and Recruiting New Programs; Ben is leading this committee and hoping to schedule a meeting in the next few weeks.
- 2) Financial M O U between U M C P and U S M S M around Building III; Anthony is leading this committee. The have begun reviewing previous MOUs to start this process.
- 3) Industrial and Community Feedback; how to best serve and meet the needs of the community. George is leading this committee. George stated they started a COVID 19 committee also as this is currently the community focus.
- 4) Developing a Communication Plan; Anthony stated U S M's Communications team has already developed a plan, but much has to be done in order to be effective. Anthony stated that hiring new staff is a possibility to put this plan into action.

**New Building Construction Project:** The Building III Construction Project has made tremendous progress. Approximately 25% of the construction is complete and continues to stay on schedule. Whiting Turner is increasing their COVID19 safety measures, which include monitoring subcontractors and staff rotating schedules.

Celebrating the new building into the community is still up for discussion.

**Executive Director Report:** The Executive Director presented his report which was distributed earlier. The following items were highlighted:

- The Executive Director and the staff are working on a Campus Reopening plan for submission to the Chancellor's Advisory Group. USM provided a template that is being used to incorporate into our plan.
- The Executive Director submitted the 2019-2020 Performance Review and Development (PRD) reviews for all U S M S M full-time staff to U M C P as required.
- Moving forward with the Professional Pilot Flight Training Program with U M E S. C S M would offer the first 2 years to meet the general requirements of the program. M H E C still needs to approve the program.

- The Executive Director and the T P P Executive Director, Bonnie Green, had a teleconference to discuss possible collaboration to an O N R Grant Proposal. The proposal targets STEM disciplines and autonomy among others and requires participation by minority serving institutions such as H B C Us (B S U, U M E S, M S U, etc.). Discussed was the aviation programs that U S M S M is recruiting from U M E S, as well as others.

**Old Business:** Nothing to report.

**Next Meeting:** The next Board of Advisors meeting is scheduled for Tuesday, June 16, 2020.

**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.*