

U S M S M MINUTES OF THE BOARD OF ADVISORS MEETING  
HELD ON TUESDAY, April 21, 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, George Hurlburt, Ellen Herbst (*Ex Officio*), Glen Ives, Chris Kaselemis, Jack Keane, Becca Salisbury, Matt Scassero, Tuajuanda Jordan, Maria Icaza, Ben Latigo (*Ex Officio*) and Jean Combs.

**Not in Attendance:** Gary Kessler and Maureen Murphy.

**Call to Order:** The Board was called to order at 5:06 pm by Joe Anderson.

**Approval of Minutes:** Minutes of the March 17, 2020 meeting were distributed for approval. A motion was made by George Hurlburt to approve the minutes and seconded by Betsy Beise. The motion carried.

**Executive Director Search Update:** The Search Committee has been narrowed down to 4 candidates. Teleconference interviews will begin April 28, 2020. After all interviews are conducted, there will be no more than three candidates that will continue to the next step in the interview process. The Chancellor will make the final decision.

**Strategic Planning Committee:** Anthony Foster, George Hurlburt, and Joe Anderson had a discussion last week to organize their thoughts from the first Strategic Planning Committee Meeting. Anthony stated the Strategic Plan will be more traditional based on U S M S M's mission, goals and objectives. The structure of the mission and trying to prepare for a new Executive Director coming on board. What might be some of the key challenges they may face. Some of these need to be taken into consideration. The strategic plan will have more comprehensive themes but the committee would like to start working in subgroups. Two of the subgroups are Advisory Board for Workforce Needs and Strategies to Build Enrollment. U S M is developing an M O U for the use and operation of Building III. The subgroups would be led by key people with knowledge in those areas. George suggested maybe doing another community forum where we can solicit the community need but is also a great resource for collecting data.

**New Building Construction Project:** The Building III Construction Project continues to stay on track. Structural steel beams are being installed. To begin sewer and water lines, discussions with Metcom are being finalized. Ben will look into the construction camera placement.

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

- The Executive Director hosted a Zoom Videoconference with the U M E S Dean of School of Business and Technology (Dr. Derrek Dunn), and five (5) C S M faculty and staff to discuss the possibility of developing 2+2 programs at U S M S M in Aviation (Professional Pilot Program) and Mechanical Engineering Technology. After reviewing the C S M Enrollment and Graduation data, the Aviation program would be the only viable program.
- Towson University is relocating its Master of Science in Instructional Technology-School Library Media and Bachelor of Science in Elementary Education (2+2) from the Waldorf Center to U S M S M where it already offers graduate teacher education programs. T U will now seek approval from M H E C to do so.
- The Maryland State Police, Leonardtown, approached the Executive Director with a proposal to use U S M S M as a Secondary Command Center for an Emergency Event.

This followed similar requests from Maryland State entities to several USM campuses in response to the COVID-19 crisis. Later, the Department informed the Executive Director that although U S M S M was willing to work with them on a secondary emergency operation location, that they will instead be using the SHA MDOT building in Loveville, MD. They are a State facility and have everything they need including a fueling station.

- Special thanks to Leonard Raley, USM Foundation set up a \$10,000 Student Emergency Fund that USM distributed equally to all 15 U S M Universities and R H E C to assist students with the COVID-19 pandemic issues. University Partners will provide students' information to the Executive Director if there is a need for these funds.
- A P A C approved the B S E E minor in computer engineering and recommended it be forwarded to the Governing Council (S M G C). After reviewing, many questions were brought up about the three competing L O Is from N D M U and W A U. A P A C recommended that both sets be sent to the S M G C with a list of each of the proposal's strengths and weaknesses.
- Webster has appointed a new A P A C representative, Dr. Marvin Walker, who is already an U S M S M Coordinator for Webster University.

**Groundbreaking Ceremony:** Brief discussion of doing a Topping Ceremony at a later date, late summer or early fall. Betsy suggested a virtual groundbreaking.

**Budget Overview:** Ellen stated she has not been made aware of any F Y 20 pending budget cuts. Ellen also said that Secretary Devos had opened the second round of CARES Act funds. To receive these funds a grant must be put in and approved. These funds can not be put toward tuition debt for students.

**Next Meeting:** The next Board of Advisors meeting is scheduled for Tuesday, May 19, 2020.

**Adjournment:** *There being no other business, Chris moved a motion to adjourn and was seconded by Rose. The motion passed unanimously, and the meeting adjourned at 5:55 p.m.*