

MINUTES OF THE BOARD OF ADVISORS MEETING
HELD ON TUESDAY, JANUARY 21, 2020 AT 5:00 PM
U S M S M, POWELL HALL ROOM 119

In Attendance: Joe Anderson, Alan Easterling, Rich Fleming, George Hurlburt, Chris Kaselemis, Jack Keane, Maureen Murphy, Ben Latigo (*Ex Officio*) and Jean Combs

By Phone: Denise Barnes, Anthony Foster, Rose Frederick, Ellen Herbst (*Ex Officio*), Glen Ives, Tuajuanda Jordan, and Becca Salisbury

Not in Attendance: Betsy Beise for Mary Ann Rankin, Larry Egbert, Maria Icaza, Gary Kessler, Matt Scassero, Mike Schroeder for Ms. Leslie Taylor, Executive Director, NAWCAD

Call to Order: The Board was called to order at 5:07 pm by Joe Anderson.

Approval of Minutes: Minutes of the November 17, 2019 meeting were distributed for approval. As per to amended minutes, Denise Barnes was in attendance by phone. A motion was made by Alan Easterling to approve the minutes and seconded by George Hurlburt. The motion carried.

ED Search Update: Isaacson Miller firm sent the job description draft to the committee to be finalized, Selection process will be as follows: Interviewing will in February, next committee is scheduled for early March to present potential candidates to the search committee, Late March early April meet with final candidates, by the end of the summer new Executive Director will be identified. End of April beginning of May interview final candidates.

Joe will send the job description to the Board of Advisors along with contact information if you have a potential applicant.

Strategic Plan Committee: Key focus areas of the strategic plan was discussed. Focus should be an Academic Plan; research programs needed in the area and develop these new programs with institutions. Alan and Tuajuanda volunteered to be on this committee.

New Building Construction Project: The Building III Construction Project continues to stay on track, some weather delays, accommodations have been made to make up these days. The foundation should begin this week. Some design changes have been made, including an elevator change, and an adjustment to the position of the building.

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

- The Executive Director participated in a conference call with the University of Maryland Baltimore, School of Nursing, to discuss offering a 2+2 BSN program at U S M S M. Call participants were Bill Gardiner, Associate Dean of Administration & Finance, Larry Fillian, Associate Dean of Student Services, Nina Trocky, Associate Professor, and Mary Wills, Professor. UMB has an articulation agreement with CSM, uses an online 2+2 completion program. The Executive Director is to meet with CSM to review the model.

- Executive Director participated in a conference call with Derek Dunn, Dean of Business and Technology, University of Maryland at Eastern Shores to discuss offering a BS in Aviation Science at U S M S M. The parties plan a joint meeting with the relevant CSM faculty to build on their current aviation program.
- The Executive Director met in Prince Frederick, with Mr. Anthony Navarro, Executive Director of Administration, Calvert County Public Schools, to obtain first-hand the needs of the District for teachers in Elementary Education, which we are expecting a response within the next week. The information will complement those received from Charles and St. Mary's Counties as APAC reviews the proposals from Washington Adventist University and Notre Dame of Maryland University to offer bachelor's degrees in Elementary Education.

Joe brought up the additional funds that the legislation allocated toward acquiring U S M S M academic programs and would like to see a plan on how we are going to utilize these funds. Anthony provided a response to legislation in reference to these funds. Ellen stated it is useful to have outline to allocate these funds per program the tricky part is timelining when these funds will actually be used, between identifying academic programs then with possible obstacles, it is hard to predict when these funds will be utilized., academic roadmap will be very useful to the Legislation.

Groundbreaking Ceremony: Plans for Spring 2020 Building III Groundbreaking Ceremony, currently scheduled for Friday, April 17th, currently working with the Governors office to secure the date. Ellen explained though the Governor still cannot commit to this date this far in advance, but a date was selected for planning purposes.

New Business: Chris Kaselemis is looking for content to define U S M S M's role in the community. They have designated a 2-page space holder in the Technology Handbook for U S M S M's submission. This would include Building III and U S M S M's contribution to the Innovation District.

Chris discussed signage recommendations to the Innovation District. He met with Ken Reed, and Matt Scassero to address possible signage placements on Rt. 235. He will be asking the commissioners for additional funds to help with the Innovation District branding effort.

Joe asked Anthony where we are in the marketing effort. Anthony stated Ben was working with the College Park team to finish the website which is now live. A few obstacles when we need to update or make changes but eventually, we would like the U S M S M website connected to our server so we can be responsible for the changes. Tim McDonough is the communications contact Ellen suggested ways of marketing a possible newsletter after board meetings, we would just need a template to follow. Or we could give Tim the tools to communicate locally

Ben is still waiting on a marketing response. Ellen suggested but has been focused on the Maintenance issues of Building I and Powell Hall. We are still waiting a timeline of the issues that need to be addressed will begin. We are compiling a list of deferred maintenance and equipment replacement needs for Buildings I & II and working with USM and UMCP to develop a budget to undertake the work. Ellen stated she was aware that you have communicated with Mark Beck.

Ellen announced Dr. Jay Perman, began his new role as the Chancellor, effective January 6, 2020. Ellen stated Dr. Perman is dedicated to the Regional Centers and is eager to meet the U S M S M's Board of Advisors. To initiate the meeting his schedulers would need to be contacted directly. Ellen suggested waiting till the legislation session ends.

Next Meeting: The next Board of Advisors meetings is scheduled for Tuesday, February 18, 2020, at the same time and venue.

Adjournment: *Adjourned at 6:12 p.m.*