



MINUTES OF THE BOARD OF ADVISORS MEETING  
HELD ON TUESDAY, JULY 16, 2024 AT 12:00 PM  
SMART Building, Room 2303  
USMSM, TELECONFERENCE

**In Attendance:** Joe Anderson, Betsy Beise, Evalyne Bryant-Ward, Christine Bergmark, George Hurlburt, Ellen Herbst, Glen Ives, Anthony Foster, Alison Wrynn, Bonnie Green, Kaprece James, Gary Kessler, Maria Navarro, Jeff Palkovitz (Office of the Attorney General), Julie Oberg, Johnnie Taylor, Phillip Melton, J. Scott Smith, Yolanda Wilson, Senator Jack Bailey, Eileen Abel, and Jean Combs.

**Not in Attendance:** Betsy Beise, Tuajuanda Jordan, Kathy Maney, Kelly Robertson-Slagle, Chris Kaselemis, and Andrae Townsel.

**Call to Order:** George Hurlburt, chair, welcomed and called the Board of Advisors (BoA) to order at 12:00 p.m.

The prior agenda was adjusted to include Matt Scassero's MATRIX report.

**Opening Remarks:** George Hurlburt introduced the newly elected BoA member, Senator Jack Bailey. Senator Bailey sits on the Budget and Taxation Committee and the Education, Business & Administration Subcommittee. The BoA warmly welcomed Senator Bailey.

The BOA candidates on the bench were notified that elections have been postponed.

Based on the electronic meeting survey results, subsequent BOA quarterly meetings will be held on the first Tuesday of the month. However, due to a prior commitment, the October BOA Meeting will be held on the second Tuesday, October 8<sup>th</sup>, at 5:00 pm. Appropriate invitations will follow

As the strategic planning process proceeded, an enhanced role of the BoA was announced via email. Eileen and George have been working to ensure the BoA has four key touchpoints and will become significantly involved in the planning process. To date, a USM Strategic Planning Steering Committee has been created. Huron Consultants have been contracted to conduct the overall process. The interview audience has been identified. A crosswalk between USMSM's Oct. 2020 Strategic Plan and USM's 2030 Plan shows that most pathways are reasonably well aligned with a notable exception the realm of diversity, equity, and inclusion (DEI).

A Google Documents folder was created for BoA use. This folder will serve as a single source for documents pertaining to the BoA, the Strategic Plan, and other pertinent elements of USMSM of interest to the BoA. Invitations to join were issued to BoA members via email.

**Environmental Scan:** To prepare for the retreat that followed the BoA meeting, George Hurlburt offered a brief environmental scan showing where USMSM currently stands.

USMSM has many strategic advantages. Many undergraduate degrees are already available and reflect workforce needs in the area. Several graduate programs are also available, especially in Education, which are highly significant in supporting professional teacher development. Three graduate teaching certificates are also available. Other graduate programs are emerging in the domain of computer science.

USMSM's Immediate Aero Park environment is most conducive to engineering endeavors. With other well-aligned research facilities nearby, an immediate research ecosystem supports and is supported by the USMSM Regional Center's unique research mission.

USMSM is also in an excellent academic environment. Four College of Southern Maryland campuses thrive in the tri-county region. CSM has 300+ articulation agreements that USMSM can leverage to increase program offerings. St. Mary's College of Maryland continues to offer degrees in similar fields as USMSM, helping to fulfill overwhelming regional workforce needs.

USMSM supports a thriving regional economic environment. Charles County is characterized largely by Federal employment across widely varied business and engineering fields. Bonnie Green pointed out Indian Head is a primary source for Charles County employees. Calvert County has a presence of light manufacturing, nuclear energy, and liquid natural gas. St. Mary's County hosts the two sides of the Patuxent River complex. The Naval Air Warfare Center - Aircraft Division (NAWCAD) is a key engineering arm of the Naval Air Systems Command (NAVAIR). NAVAIR, however, is a major acquisition command that conducts the business of aircraft and systems Federal procurement.

George then reiterated a few reminders. The BoA is an advisory board, not a fiducial or governing board. Strategically focused, the BoA is neither tactical nor directive. USMSM BOA is a generative board that must take an innovative approach. The chair must be the facilitator and the champion of broader BOA initiatives.

**Approval of Minutes:**

*The minutes of the April 16, 2024, meeting was distributed for approval. Evalyne Bryant-Ward, made a motion to approve the minutes, which was seconded by Joe Anderson. The motion carried.*

**Executive Director Report:**

Dr. Eileen Abel briefly discussed updates on the strategic planning process. Eileen has been working closely with Huron Consultants. As they move forward, they will then work closely

with the USM oversight workgroup that includes Eileen as program manager alongside key USM executives Ellen Herbst, Alison Wynn, and Anthony Foster. This group meets monthly. Interviews with various stakeholders have begun. The goal is to complete interviews within two weeks. Eileen sought additional suggestions for possible interviewees.

Eileen has been working on how to get the USMSM story out to the public. Eileen stated that current students or graduates who have come through USMSM stated that if it were not for the USMSM option, they would not have been able to complete their education. Senator Bailey and Eileen have begun strategizing to get the USMSM message to the state level and increase Charles County legislative representation on the BoA.

USMSM has received one-year funds from USM. Plans for these funds have been designated to one-plus year contingent staff consisting of a full-time communications position and two part-time positions for development and employer outreach. Eileen's priority is to fill the full-time communications position to manage the website, social media, and public outreach. This was previously one of the recommendations from the 2023-2014 Marketing Outreach initiative. The remaining funds will replace the windows and doors in building two.

The USMSM Foundation has funds. USMSM has \$4,976 donated for Scholarships, and \$25,975.30 in emergency COVID funds from the USM Foundation. As USMSM moves to get its message out and undertakes development initiatives, the goal is to increase the scholarship funds. USMSM will work with partner universities' financial aid offices to determine how best to disperse student scholarships.

Eileen responded to Dr. Yolanda Wilson's suggestion from the previous meeting concerning optional applications for USMSM's engineering programs. Eileen's research indicates that the University of Maryland at College Park (UMCP) currently cannot make this option available, but a forthcoming upgrade to the Student Information System will accommodate the requested application amendment.

Recruiter Mide Banjo, the USMSM coordinator for undergraduate program pathways, has been attending school and public events. She is working with USM marketing partners and updating program guides to assist students in navigating course requirements.

Artist Pu Shu Wang has been commissioned to install a new outdoor sculpture for USMSM. There will be an open forum on Sept. 17th & 18 regarding this dynamic public art installation. Invitations will be sent to BOA, elected officials, art communities, students, and other stakeholders from the community to participate.

### **Matrix Lab Update:**

Matt Scassero, Director of Operations and Outreach, MATRIX Lab, discussed recent accomplishments.

The MATRIX lab is focused on the Test and Evaluation (T&E) of Autonomous Systems in full collaboration with DoD, NASA, and DoT. This is a one-of-a-kind center of excellence not

available elsewhere. The lab has hired a part-time faculty Director for Test and Evaluation of Autonomous Systems, CDR Don “Bucket” Costell. He starts on August 1<sup>st</sup>. He goes full-time in Jan 2025. A new professional Certificate in T&E of Autonomous Systems will proceed to a subsequent master’s degree offering from UMCP’s Clark School of Engineering. An industry/government survey is out. The MATRIX Lab has contracted with Education Dynamics to provide specific research into the demand signal, shooting for Spring or Fall 2025

An Advanced Manufacturing Lab (AML) will soon be one step away from a clean room environment. Similar to the lab at UMCP, AML is well underway. It will also support a degree field with accompanying short courses and industry certifications. Almost all procurement is complete, with \$200K invested. The lab is still shooting for Spring 2025 degree availability

In the realm of strategic partnerships with industry and government agencies, the Lab is chartering two groups – technical and strategic. They will include existing and new partners from industry and government (BlueHalo, OUSD(R&E), NAWCAD, KBR, etc.)

Evening@SMART is a planned monthly series of deep-dive technical presentations that can eventually feed industry and Government-relevant short courses

The Autonomy Summit has been rescheduled to November 14<sup>th</sup>, 2024. It will focus on technology with minimal workforce consideration.

Interns/apprentices

Post-docs (Wei-Kuo Yen and Justin Stine) hired two resident students at USMSM to support their research

MATRIX summer intern program (similar to UROC’s) started this summer; Andrew Dolecki is doing vectored thrust rocket research

The Tech Jobs Rule high school apprentice Trevon Jefferson of the Forrest Technical Center was *very* successful. The next one is in process for the ‘24-’25 school year

The third annual “Problem Solvers” summer camp is two weeks away. It has 45 enrolled students. It will be run by Dr. Danilo Romero, UMD ECE, and his interns (UMCP and USMSM).

### BoA Composition and Role Discussion:

George Hurlburt led a discussion around the existing BOA composition. George illustrated the representation between each of the 3 counties, their position in the community, and by gender. St. Mary’s continues to have a top-heavy presence on the board. Based on the current balanced gender makeup, the BoA would have an unusually high male presence from St. Mary’s County if all the bench candidates were to be elected.

George recommended that the BoA maintain an active Nominating Committee per its bylaws and defer all existing open BoA membership issues to that Committee for Disposition. He further recommended that the BoA not try to fill any existing committee leadership or membership gaps.

A need will exist to make structural determinations to align BoA committees with the strategic plan, which could necessitate eventual amendments to the bylaws. Once committees align with the strategic plan BoA members need to step forward to take key BoA leadership roles. The BoA offered no concerns regarding these recommendations.

**Next Meeting:** The next BOA Meeting will be on Tuesday, Oct. 8, 2024, 5:00 pm.

**Adjournment:** There being no other business, *Joe Anderson moved to adjourn, and Bonnie Green seconded. The motion carried.* The meeting adjourned at 12:47 pm.