

COLLEGE OF SOUTHERN MARYLAND

BOARD OF TRUSTEES

NOVEMBER 16, 2023

MINUTES

The Board of Trustees met on November 16, 2023, at 3:30 p.m. at the Prince Frederick Campus, Building A, Room 119. Board Chair Coates called the meeting to order at 3:46 p.m. The following trustees were present in the room: Cordelia Postell, Kenneth Abell, Pamela Cousins, Cathy Allen, and Celeste Alexander-Frye. Participating virtually via Zoom were trustees Jose Gonzalez and Christy Lombardi. Sonja Cox was absent.

Approval of October 19, 2023

Trustee Allen made a motion to approve the minutes of October 19, 2023. Trustee Cousins seconded the motion. All were in favor.

Approval of Agenda for November 16, 2023

Trustee Abell made a motion to approve the agenda of November 16, 2023, as presented. Trustee Postell seconded the motion. All were in favor.

Talking Points for Advocacy

Assistant Vice President of Government Relations, Karen Smith-Hupp presented the Talking Points of Advocacy. Nineteen points of distinction were presented including CSM being designated as the Best Online College in Maryland for 2023 and recognized for having the Best Faculty among Maryland's community colleges by Intelligent.com.

Quarterly Grants Reports

VP Mills shared the college has received 19 awards in 2023 for a total of \$2.7 Million dollars. Funding agencies include Maryland Judiciary, Charles County Charitable Trust, St. Mary's County Government, MSDE, TEDCO, Charles County Commissioners, and the Patuxent Partnership.

Financial Report

Vice President Mills presented the monthly financial report. The presentation included number of days cash on hand, revenues by source, 5-year revenues by source, expenses by function, insurance fund, fund balance with five-year average comparison, and capital project fund balance.

Approval of FY 23 Financial Audit

VP Mills presented the FY23 Audit for the year ending June 30, 2023. The presentation included the FY23 draft financial statements, FY23 management letter, FY23 management response to MHEC, FY23 GAS letter, FY23 SAS 114 Governance Communication letter, FY23 CC-4.

Trustee Postell made a motion to approve the FY 23 Financial Audit, as presented. Trustee Cousins seconded the motion.

ConexEd Campus Anywhere

VP Harris presented to the Board a ConexEd Sole Source contract. Sharing that student success is the focal point for staff and faculty at CSM. CSM student enrollment statistics show that there are opportunities for improvement in the areas of enrollment, advising, student success, and retention. The Division of Student Equity and Success (SES) and OPP's IMT department have been working in collaboration to find a solution that will assist students in developing and achieving individual and educational goals while enhancing their overall learning experience. An opportunity brought

them closer to that solution with a visit to the ConexED office grand opening in Salt Lake City, UT in October 2022 where CSM was introduced to the Campus Anywhere technology solution. For the last three years, with the onset of the pandemic, and its aftermath, Student Services has struggled to manage their prospective front facing and student services units because of the Great Resignation. This phenomenon coupled with various departments utilizing independent technology solutions has created a service void with our students. A system is needed that can reduce the redundancy of data and processing while allowing students full access to staff for admission, registration, and enrollment-related issues. Additionally, there is a need to identify a technology solution that could minimize the distance between campuses and allow students to access student services employees anywhere and at any time. Finally, it would be a benefit to have in place a solution that could reduce the technology and staffing costs across the three-county system (i.e., Charles, St. Mary's, and Calvert), our IT Core infrastructure, and the SES division. From 1:1 tutoring sessions, mental health counseling, financial aid meetings, and even meeting with an advisor, the Campus Anywhere Solution provides students with a higher level of comfort knowing that their conversations are confidential. The software solution is 100% FERPA and HIPAA compliant allowing institutions to engage with students in an environment that's safe and compliant for all, regardless of location or access.

Additional information regarding ConexEd requested, including pictures of the units and confirmation of contract length. Dr. Harris will return to the Board in December to provide additional information.

Approval of Program Advisory Council Membership

Interim Vice President of the Division of Learning, Dr. Madry-Taylor presented a request to approve new Program Advisory Council Membership. New members include:

- Monica Kempson (Accounting)
- Elizabeth Richmond (Accounting)
- Edward Sierra (Business)
- Kimberly Eubanks (Business)
- Earl Murray III (Business)
- Jennifer Donald (Criminal Justice and Fire Safety)
- Kayla Gretchen (Emergency Medical Services)
- Tom Jarboe (Engineering)
- Shalaunda Jefferson (HIM/Medical Coding)
- Robin Smith (HIM/Medical Coding)
- Melissa Hall (Nursing)
- Dana Marie Rose (Nursing)
- Karen Wyche Latham (Nursing)
- Lauren Linkenauger (Pharmacy Technician)
- Sharon Cutler (Wellness, Fitness, and Sports)
- Sharisse May (Wellness, Fitness, and Sports)
- Alex Anderson (Wellness, Fitness, and Sports)
- Zachary Townsend (Wellness, Fitness, and Sports)

Trustee Allen made a motion to approve, motion seconded by Trustee Postell. All were in favor.

Distinguished Trustee Award

Interim Executive Director for the Foundation, Toni Kruska presented a request to approve the nomination of Bonnie Green, Executive Director of The Patuxent Partnership (TPP), for the Trustee's Distinguished Service Award. Since 2007, TPP has been a loyal supporter and advocate of CSM, having committed more than \$400K in funding for scholarships, CSM Talons, STEM programming and cybersecurity initiatives.

Trustee Allen presented a motion to approve the request and motion seconded by Trustee Abell.

All were in favor.

President's Report

- Dr. Wilson shared that the December Board meeting will be from 2:30-4:30 p.m. on December 21, 2023. The holiday party which will be hosted by the Board of Trustees will begin at 4:00 p.m. at the La Plata Campus in BI 113E.
- The Nursing Recognition ceremony will be held on Thursday, January 11, 2024, at 2:00 p.m. in the P.E. Building.
- The Fine Arts Department is presenting The Adams Family, support requested if available.

Board Chair Report

- Trustee Coates acknowledged and thanked the Trustees that have confirmed their attendance at the ACCT NLS conference in February.
- Trustees reminded that CSM's Legislative Lunch will be on Friday, December 8, 2023, trustee attendance requested.
- Trustee Coates acknowledged Trustee Abell's recent loss and read a thank you card from Trustee Abell to the board thanking them for their support of his family during the loss of his mother.

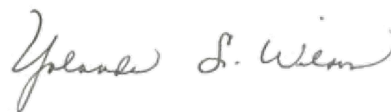
Trustee Allen made a motion to adjourn the meeting, motion seconded by Trustee Alexander-Frye.

All were in favor, meeting adjourned at 6:00 p.m.

Respectfully submitted,



Shawn Coates, Board Chair



Yolanda Wilson, President