

COLLEGE OF SOUTHERN MARYLAND

BOARD OF TRUSTEES

November 18, 2021

MINUTES

The Board of Trustees met on October 21, 2021 in-person at the Leonardtown Campus, C Building, Room 216 and via Zoom in response to COVID-19 health and safety restrictions. Board Chair Webster called the meeting to order at 3:30 pm with the following board members present Shawn Coates, Dr. John Roache, Christy Lombardi, Cordelia Postell, Sonja Cox, Jose Gonzalez, Kenneth Abell, and President Murphy. Samuel Jones was absent.

Approval of Minutes of October 21, 2021

Trustee Abell made a motion to approve the minutes of October 21, 2021. Dr. Roache seconded the motion. All were in favor.

Approval of Agenda of November 18, 2021

Trustee Coates made a motion to approve the agenda of November 18, 2021. Dr. Roache seconded the motion. All were in favor.

Monthly Financial Report

Interim Vice President Rick Johnson provided the monthly financial report included that revenue thru October is down \$1M, a savings of \$3M is recognized on expenses, an anticipated net of \$2M is predicted, and that receivables remain high as a result of delays on collections from the state further stating that this is a reality for all Maryland community colleges.

Audit Committee Report

Trustee Cox shared with the board that Lori Shupe has been promoted, internally, to the position of Controller. Interim Vice President Rick Johnson provided an explanation of the Audit Management Letter with the recommendations accepted by CSM. The IT Security risk score is a B resulting in safe links added to email protection.

Approval of SMECO Easements for Charging Stations

Trustee Cox recused herself from this vote.

Vice President Comey presented three easements to the board, requesting approval for the implementation of electric vehicle charging stations at the following campus locations: La Plata, Leonardtown, and Prince Frederick.

Trustee Abell made a motion for approve the implementation of SMECO electric vehicle charging stations as presented. Trustee Gonzalez seconded the motion. All were in favor.

Approval of Change Order #7 for Scheibel Construction for the Center for Health Sciences

Vice President Comey requested that the board approve a change order in the amount of \$305,881.00 to be used to move the simulation equipment and installation to the CM's contract. Approval will deduct the cost from the Owner's FF&E budget and add to the guaranteed maximum price.

Trustee Lombardi made a motion to approve the Change Order #7 for Scheibel Construction for the Center for Health Sciences as presented. Dr. Roache seconded the motion. All were in favor.

Approval of Memorandum of Agreement

Foundation Executive Director Chelsea Clute requested the board approve a MOA between the college and the estate of Nancy Stevens McMullin. Approval recognizes a gift of \$200,000 to the CSM Velocity Center at Indian Head. In consideration of this donation and in accordance with the CSM Facilities Naming Policy FCL:903 the multi-purpose room located at the Velocity Center, will be sponsored and named the "Nancy Stevens McMullin Room".

Trustee Coates made a motion to approve the MOA between the college and the estate of Nancy Stevens McMullin as presented. Trustee Lombardi seconded the motion. All were in favor.

Approval of 2021 Trustee Distinguished Service Award

Trustee Roache presented to the board the nominating committee's recommendation to approve the recipient of the Winter Commencement 2021 Trustee Distinguished Service Award to Senator James C. "Jim" Simpson.

Trustee Abell made a motion to approve Senator James C. "Jim" Simpson as the recipient of the 2021 Trustee Distinguished Service Award. Trustee Lombardi seconded the motion. All were in favor.

Discussion Item

President Murphy asked for the trustees thoughts and considerations of a future board event combined with the directors of the CSM Foundation. There were no objections and all considered this a good opportunity for the college.

President's Report

The President shared that the Winter Commencement exercises will be in a hybrid format that includes a virtual ceremony for all students and in-person mini-ceremonies for students who wish to participate. The virtual ceremony will take place Thursday, January 13, 2022 via Facebook Live at 1:00 p.m. The in-person mini ceremonies will take place between 9:00 am and 4:00 pm on Friday, January 14, 2022.

The President provided a vaccination requirement update to the board stating that At its core, the mission of the College of Southern Maryland is to promote social and economic mobility for the students we serve through high-quality, low cost, and relevant instructional programs. Additionally, students learn best in community, and our students tell us they want to be in class with their professors and their peers. They want to meet in person with their advisors. They want the return of campus-based activities.

Our obligation is to provide a safe learning and working environment for our college community. CSM has excelled in mitigating the pandemic by moving to remote learning and work, by enhancing cleaning protocols, and by using our spaces at a reduced capacity. However, at this point, we can't bring things back any more than we have already without requiring vaccines for employees and students

There is a fiscal consideration as well. Enrollment is down; indeed, community college enrollment is down nationally. The only colleges not seeing significant declines are those with more robust on-campus presences. Southern Maryland has uneven access to broadband, and despite our outreach, many students are choosing to "wait it out" until things are more fully back on campus.

Requirements and Timelines

Beginning January 18, 2022, the College of Southern Maryland will require all employees and students to be fully vaccinated against Covid-19, with the exception of individuals with approved exemptions. Allowable exemptions are for medical and religious reasons and for fully online students. Some continuing education students, visitors, and contractors are also exempted from providing proof of vaccination, but are required to follow all other COVID19 protocols. Individuals exempted for approved reasons will be required to test for COVID-19 each week prior to coming to campus.

Employee Timeline

December 17, 2021: deadline for requests for exemptions. January 4, 2022: deadline for uploading proof of vaccination. January 6, 2022: HR outreach to noncompliant employees. January 10, 2022: progressive discipline begins for noncompliant employees.

Student Timeline

January 6, 2022: deadline for requests for exemptions. January 11, 2022: deadline for uploading proof of vaccination. January 12, 2022: outreach to noncompliant students. January 14, 2022: de-registration begins for noncompliant students.

What Has Been Accomplished to Date

The Safer on Campus Task Force has presented recommendations. President's Cabinet has reviewed and modified recommendations. Documentation software has been selected and purchased. Workgroups for finalizing implementation have been appointed and have begun work.

Board Chair's Report

The Board Chair wished everyone a Happy Thanksgiving blessings for family, friends, and safe travels

Respectfully Submitted,



Jay Webster, Board Chair



Maureen Murphy, President