

**COLLEGE OF SOUTHERN  
MARYLAND BOARD OF TRUSTEES**

**June 16, 2022**

**MINUTES**

The Board of Trustees met on June 16, 2022 at 3:30 p.m. via Zoom and in-person on the Prince Frederick Campus, A Building, Room 119. Board Chair Jay Webster called the meeting to order at 3:30 p.m. The following trustees were present: Shawn Coates, Cordelia Postell, Christy Lombardi, Sonja Cox, Kenneth Abell, and Jose Gonzalez

**Introduction of Guests**

Provost Redmond introduced Laura Polk, Dean of the School of Health and Science.

**Approval of May 19, 2022 Minutes**

Trustee Lombardi made a motion to approve the May 19, 2022 minutes. Trustee Cox seconded the motion. All were in favor.

**Approval of June 16, 2022 Agenda**

Trustee Gonzalez made a motion to approve the June 16, 2022 agenda. Trustee Lombardi seconded the motion. All were in favor.

**Monthly Financial Report**

Interim VP Mills presented the April 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 a five-year average comparison, capital project fund, and the grant activities report.

**Nominating Committee Report**

Trustee Gonzalez presented the committee recommendations for Chair and Co-Chair for FY23. The committee recommends Shawn Coates move into the Chair role and Sonja Cox move into the Vice Chair role for FY23.

Trustee Lombardi made a motion to approve Shawn Coates as Board of Trustees Chair for FY23. Trustee Cox seconded the motion. All were in favor.

Trustee Lombardi made a motion to approve Sonja Cox as Board of Trustees Vice Chair for FY23. Trustee Gonzalez seconded the motion. All were in favor.

### **Academic and Student Affairs Committee Report**

Trustee Postell invited Provost Redmond to present Faculty Promotions and Transitional Sabbatical recommendations for board approval.

Provost Redmond presented recommendations for faculty promotions by explaining that faculty are promoted to assistant professor, associate professor and professor based on a set of rigorous criteria, peer reviewed and reviewed by himself as Provost. The faculty recommended have demonstrated continuous growth and excellence among their peers and are recommended for advancement in rank as established with the Rank and Promotion policy jointly developed by the College administrators and Faculty Senate.

The following recommendations are made for consideration of board approval:

<b>Faculty Member</b>	<b>Current Rank</b>	<b>Recommended Rank</b>	<b>Discipline</b>
Christopher Ankney	Associate Professor	Professor	English
Stacie Bailey	Assistant Professor	Associate Professor	Accounting
Lori Crocker	Assistant Professor	Associate Professor	Biology and Physics
Rupa Chandrashekar	Assistant Professor	Associate Professor	Psychology
Jesse Gonzalez	Assistant Professor	Associate Professor	English
Sarah Hand	Associate Professor	Professor	Mathematics
Eugen Leontie	Assistant Professor	Associate Professor	Technology
Robin Madera	Associate Professor	Professor	Nursing
Buddhadeb Mallik	Assistant Professor	Associate Professor	Chemistry
April Rollins	Associate Professor	Professor	Emergency Medical Services
Stephen Simeone	Instructor	Assistant Professor	Accounting
Rachel Smith	Associate Professor	Professor	English
Anthony Stout	Assistant Professor	Associate Professor	Business

Trustee Postell made a motion to approve the recommended faculty promotions as presented by Provost Redmond. Trustee Abell seconded the motion. All were in favor.

Provost Redmond presented the approval of transitional sabbatical for Professor Michelle Simpson stating that Dr. Murphy is the executive sponsor for the recommendations. If approved, the sabbatical will take place between July 1, 2022 through December 31, 2022 to evaluate, research, and develop recommendations for the adoption and implementation of a robust competency based micro-credential development process and framework for the award of digital badges.

Trustee Gonzalez made a motion to approve the recommendation of Professor Michelle Simpson to receive a transitional sabbatical as presented by Provost Redmond. Trustee Cox seconded the motion. All were in favor.

### **Motion to Approve Sole Source Contract**

Vice President Mills presented a request to approve a sole source contract to KbPort Equipment and Software. Stating that the CSM Health and Sciences building currently owns 4 KbPort models and numerous workstations and has been using this equipment since 2018, the continuance with this company will ensure compatibility of equipment, consistency for the students, and eliminate the need to replace the existing equipment prematurely.

The request is to purchase 5 new KbPort workstations plus installation and shipping for a total of \$89,999.00.

Trustee Coates made a motion to approve the Sole Source contract for KbPort for \$89,999.00 as presented. Trustee Abell seconded the motion. All were in favor.

### **Approval for Foundation Director**

Chelsea Clute presented the request for approval of Carolyn Heithaus to the Foundation Board of Directors.

Trustee Lombardi made a motion to approve Carolyn Heithaus to the Foundation Board of Directors. Trustee Gonzalez seconded the motion. All were in favor.

### **Approval for the Naming of Endowment**

Chelsea Clute presented the request to approve the endowment naming to Dr. Maureen Murphy Distinguished Professor of Equity and Education.

Trustee Cox made a motion to approve the naming of endowment as presented. Trustee Gonzalez seconded the motion. All were in favor.

### **Approval to Submit a Substantive Change Request to Middle States Commission on Higher Education (MSCHE) for the Establishment of the Regional Hughesville (REGI) site as Additional Location.**

Vice President Comey presented a request that the board approve the college to submit to the Middle States Commission on Higher Education a Substantive Change Request to establish the Regional Hughesville site as an Additional Location for purposes of the college's accreditation. Stating that establishing the REGI as an "Additional Location" with MSCHE will allow the college to offer credit Nursing and Allied Health programs at the site and allow students taking these programs at REGI to access federal financial aid.

Trustee Abell made a motion to submit a substantive change request to MSCHE for the establishment of the Regional Hughesville site as an additional location as presented. Trustee Coates seconded the motion. All were in favor.

## **Approval of July Retreat Agenda**

Board Chair Webster presented the agenda for the July Board Retreat for approval.

Trustee Gonzalez made a motion to approve the July Board Retreat agenda as approved. Trustee Cox seconded the motion. All were in favor.

## **Review of Current Status as Relates to Covid-19**

President Murphy presented information to the board that reflected on the early experiences of Covid-19 nationally and locally that led to the early decisions made by the college in order to mitigate serious impact on student, staff, and faculty health and maintain continuity of operations in the face of an unanticipated new global pandemic. She presented the effect of vaccination requirements on CSM employees resulted in a 4% that were terminated for non-compliance. A comparison of CSM's requirement with the other 15 Maryland community colleges and local 4-year institution practices were provided. The results of questionnaires to the three local county health departments and an internal survey to employees on their status, experiences, and current behaviors around precautionary measures available were presented as additional information.

The board discussed the information and determined that they would move this topic to the next meeting and established a goal to make a determination of any changes by mid-July to allow for the established 4-week operational transition communication protocols that have been in place since the onset of CSM Covid protocols.

## **President's Report**

President Murphy thanked the board and CSM staff and faculty for their support, flexibility, and responsiveness required to navigate a pandemic.

President Murphy thanked Board Chair Webster for his service and leadership to the board.

## **Board Chair's Report**

Board Chair Webster asked the board to review the calendar of meeting dates for the upcoming year.

Board Chair Webster encouraged everyone to attend the brick laying ceremony immediately following the meeting.

Board Chair Webster shared that it was a pleasure to serve as board chair for two terms, stating that the transition and growth he has witnessed with the trustees makes him very proud of the board, elaborating that when he came on the board six years ago he entered into an established fabulously performing board and that this current board is equally high performing. He thanked President Murphy, the staff, faculty, and students for the manner in which they have navigated a difficult

pandemic and the results of good decision and actions are a tribute to all.

Board Chair Webster welcomed Shawn Coates as the next board chair.

**Motion to Adjourn the Meeting**

Trustee Gonzalez made a motion to adjourn the meeting. Trustee Lombardi seconded the motion. All were in favor. The meeting adjourned at 5:18 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jay Webster".

Jay Webster, Chair

A handwritten signature in cursive script that reads "Maureen Murphy".

Maureen Murphy, President

