

**COLLEGE OF SOUTHERN MARYLAND
BOARD OF TRUSTEES**

September 23, 2021

MINUTES

The Board of Trustees held its monthly board meeting on September 23, 2021 via hybrid Zoom and in-person modalities in response to Covid-19 health and safety restrictions. Board Chair Webster called the meeting to order at 3:30 p.m. 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 July 14, 2021

Dr. Roache made a motion to approve the minutes of July 14, 2021. Trustee Postell seconded the motion. All were in favor.

Approval of Agenda of September 23, 2021

Trustee Coates made a motion to move the salary adjustment item from the Consent Agenda to an Action Item to be discussed after the Human Resources and Benefits Committee Report. Trustee Cox seconded the motion. All were in favor.

Approval of Consent Agenda of September 23, 2021

Dr. Roache made a motion to approve the agenda, with the change requested from Trustee Coates to move salary adjustment from the Consent Agenda to an Action Item, of September 23, 2021. Trustee Abell seconded the motion. All were in favor.

Consent Agenda

1) Jaggaer eProcurement and Invoicing Applications Implementation

- a. 21,721.46
- b. 157,500.00
- c. Change Order \$83,325.00

Total \$262,546.46

2) PE Building Repairs

- a. HVAC \$197,652.00
- b. Bridge \$3,882.72

Total \$201,534.72

Trustee Postell made a motion to approve the Consent Agenda. Trustee Cox seconded the motion. All were in favor.

Financial Report

Acting Vice President Johnson briefed the board on the status of September financials. The presentation financial indicators for two months ending in August 31, 2021 – Fiscal 2022 with an Aging of General Accounts Receivable, a five-year comparison of Number of Days of Cash on Hand, Statement of Revenue and Expenditures for Current Unrestricted Fund – Operating Budget, and Revenue by Source and Expenditures by Function.

Quarterly Grants Report

Grants Specialist Coordinator Lesley Quattlebaum presented the April – June 2021 Quarterly Grants Report. The presentation indicated that the college received five new awards with new funding totaling \$107,000. Current funding breakdown includes: State \$107,000 and Federal \$9,699,414.

State Agency Awards include MD Judiciary – EARN Program \$100,000

Mediation Center Community Mediation Performance \$65,000

Conflict Resolution Project Grant \$22,000

MD State Department of Education – Nurse Support Program II Academic Nurse Educator Certification Awards \$20,000

U.S. Dept. of Education – American Rescue Plan Higher Education Emergency Relief Fund \$ 9,699,414

Institutional Portion \$4,755,604

Student Portion/CSM Hawk Student Emergency Fund \$4,943,810

Audit Committee Report

Trustee Cox briefed the board on the recent audit activity for FY21 stating that clean opinions were issued. Representatives from Clifton Larson Allen attended the meeting to provide more detail.

Approval of Financial Audit

Trustee Cox made a motion to approve the audit for FY 21. Trustee Gonzalez seconded the motion. All were in favor.

Human Resources and Benefits Committee Report

Trustee Coates briefed the board on the committee activity. The presentation included an overview of the Retirees Benefit Advantage Plan that would result in 93% of retirees paying less and 7% paying \$6.00 per month more. The Employee Retention Report indicates the college's retention rate is 83.5%

and the five-year retention rate average is between 83-88%.

Maryland Performance Accountability Report (MPAR)

Associate Vice President Ebersole presented the Maryland Performance Accountability Report (MPAR) to the board. The presentation included an explanation of the added and removed indicators per the Maryland Higher Education Commission, updated student characteristics and indicators, and new benchmarks created. The presentation included that the narrative to the state will include a reflection of the past year in connection to the state goals, a reflection of COVID-19 impacts on the college, and a MHEC response in regards to CARES funding.

Trustee Gonzalez made a motion to approve the Maryland Performance Accountability Report as presented to the state by October 1, 2021. Trustee Postell seconded the motion. All were in favor.

Approval of Workers' Compensation Insurance

Vice President Patenaude asked the board to approve the proposal by ACE Property & Casualty Company (CHUBB) for workers' compensation insurance for the period from October 1, 2021 to September 30, 2022 in the amount of \$159,018.

Dr. Roache made a motion to approve the proposal by ACE Property & Casualty Company (CHUBB) for workers' compensation insurance for the period from October 1, 2021 to September 30, 2022 in the amount of \$159,018. Trustee Cox seconded the motion. All were in favor.

Salary Increase

Trustee Coates made a motion to approve a 2% salary increase for staff. Trustee Cox seconded the motion. All were in favor.

Approval of Medicare Advantage Program

Vice President Patenaude asked the board to approve the Medicare Advantage Program.

Trustee Coates made a motion to approve the Medicare Advantage Program. Dr. Roache seconded the motion. All were in favor.

Approval to Grant In-County Tuition for Health Information Management (HIM) Teach Out Agreement

Vice President Redmond asked the board to approve the in-county tuition rate at CSM for these 5 AACC students in their last year of the Health Information Management program.

Trustee Cox made a motion to approve the in-county tuition rate at CSM for these 5 AACC students in their last year of the Health Information Management program. Trustee Gonzalez seconded the motion.

All were in favor.

Approval of Natalie Cotton Foundation Board of Directors

President Murphy asked the board to approve Natalie Cotton to the CSM Foundation Board of Directors.

Trustee Cox made a motion to approve Natalie Cotton to the CSM Foundation Board of Directors. Trustee Abell seconded the motion. All were in favor.

Discussion of Employee and Student COVID-19 Vaccinations

Dr. Laurence Polsky, Calvert County Health Officer and the Maryland Higher Education Commission COVID Taskforce Health Officer joined the board meeting to discuss COVID-19, vaccinations, local and national trends, and insights. After a lengthy and informative discussion, the board asked President Murphy to send a survey to employees to learn more about employee perceptions and responses to a possible vaccine requirement.

President's Comments

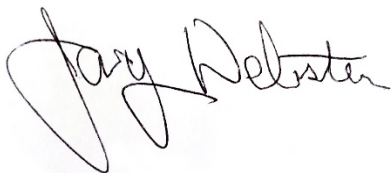
President Murphy briefed the board on the FY 2022 CSM Priorities. This included the action and status of the four goals of the Institutional Strategic Plan 2021-2024.

President Murphy updated the board on efforts to engage Calvert, Charles, and St. Mary's governments in discussions leading to a Memoranda of Understanding for predictable increases to their Maintenance of Effort.

President Murphy thanked Vice President Harris for his leadership with Achieving the Dream (ATD). ATD representatives visited the college and were so encouraged by the work produced by the Systemizing Supports workgroup that they asked the team to submit a proposal on their work at the National ATD Conference.

Dr. Roache made a motion to adjourn the meeting. Trustee Cox seconded the motion. The meeting adjourned at 5:39 pm.

Respectfully submitted,



Jay Webster, Board Chair



Maureen Murphy, President

