

**COLLEGE OF SOUTHERN MARYLAND**

**BOARD OF TRUSTEES**

**March 21, 2024**

**MINUTES**

The Board of Trustees met on March 21, 2024 at 3:30 p.m. at the Prince Frederick Campus, Room PFA119. Board Chair Coates called the meeting to order at 3:34 p.m. The following trustees were present in the room: Christy Lombardi, Jose Gonzalez, Kee Abell, Cathy Allen, Pamela Cousins, Celeste Alexander-Frye. Absent were Vice Chair Sonja Cox & Cordelia Postell.

**Approval of February 15, 2024**

Trustee Gonzalez made a motion to approve the minutes of February 15, 2024. Trustee Cousins seconded the motion. All were in favor.

**Approval of Agenda for March 21, 2024**

Trustee Lombardi made a motion to approve the agenda of February 15, 2024, as presented. Trustee Abel seconded the motion. All were in favor.

**Monthly Financial Report**

VP Mills presented the monthly financial report. The report included # of Days Cash on Hand, Revenues by Source, 5 Year Revenues by Source, Expenses by Function, and 5 Year Expenses by Function, FY 23 & FY 24 February Revenues and Expenses comparisons.

### **Early College Presentation**

Linda Forrest presented to the Board with a presentation about the Early College Program. The Early College Program is for high school juniors and seniors in southern MD. It is an all-day program where students can take classes at CSM La Plata or Prince Frederick campuses. Tuition, fees and course materials to be paid for by the public school system. Transportation will be provided by school buses and the student will have access to all CSM's amenities and facilities. This program saves the parents and students money by being able to earn college credits in high school.

Participants in the Early College program remain public school high school students with support from the high schools' counselors and administration. Students can participate in after school activities at the high school and can participate in CSM sponsored activities. Courses are pre-determined by CSM to meet program requirements and allow for students to finish their high school requirements also. This program is designed to help students enter the workforce or transfer to a four-year college. There are transfer agreements set up with various universities.

### **Human Resources & Benefits Committee**

VP Ron Price from the Human & Resources and Benefits Committee presented to the Board about Health Benefits and compensation being a critical part of attracting and retaining a workforce. The Treasury Department raised the minimum deductible for all HDHP plans to \$1,600 single / \$3,200 family. CSM's current HDHP deductible is \$1,500 single / \$3,000 family, to maintain the Health Saving Account status, the college must raise the HDHP deductible limits. Discussion was held to

determine if the college should raise the deductible higher than the minimum to \$1,750 single / \$3,500 family. The committee will bring its recommendations to the April Board meeting.

### **SGA Yearly Update**

SGA under the direction of Dr. Tracy Harris and Michelle Ruble presented a yearly review of the SGA activities. Students Genesis Ingal, Thanya Gonzalez, Danzel Chance & Kiley Tewell presented on many topics. First was Leadership, including Student Advocacy Day at the MD state house in Annapolis, sponsored by MACC. Second, they talked about Community Outreach with the Feed the Funnel initiative, food baskets for the holidays & gift wrapping. Next, SGA Events such as Popcorn & Pretzels with the President, Spring Fling and Fall Fest & other fall related activities, Grab and Go food for students and Graduation Cap decorating. The last topic was a list of clubs and organizations that SGA is associated with and then they extended an invitation to this Years SGA Banquet to the Board.

### **Non-Substantive Program Changes**

Ronda Johnson presented to the board Cloud & Information Technology AAS and Cloud & Information Technology Certificate changes. These modifications to the curriculum were presented to the board for notification purposes, no vote is needed. The goal is to improve student progress and completion and these minor course sequence changes help meet industry standards, transfer & workforce needs, reduce redundancy, utilize current technologies, and meet STEM requirements. There is no financial cost to the college and will reduce costs due to fewer courses.

Byron Brezina presented to the board Electrical Engineering ASE and Computer Engineering ASE changes. These changes are for notification only and help CSM students align their classes with the University of Maryland program. This plan is to improve student progress, align with university programs and help students achieve their academic & career goals.

#### **Dell Employee Laptop Refresh**

Trustee Abell made a motion to approve the Dell Employee Laptop Refresh request for \$128,710.62 to refresh 81 employee laptops for telework approved permanent employees. CSM has been purchasing computer equipment from Dell for over 20 years. The Dell quality of equipment, warranty and customer service has been exemplary. Dell has been awarded a MEEC agreement for several years for technology hardware pricing that has been below competitor pricing. Trustee Alexander-Frye seconded the motion. All were in favor.

#### **Resolution & Petition for the Leonardtown Campus A Building Renovation**

Trustee Allen made a motion to approve a resolution authorizing Dr. Wilson in her position as CSM President and Secretary to the Board of Trustees to formally request St. Mary's County to approve the proposed plans for acquisition, design & construction of a project; file a petition with MHEC for a state grant of \$16,259,051 for the renovation of the Leonardtown Campus A Building and make available the necessary local funds for completion of the project. Trustee Cousins seconded the motion. All were in favor.

## **President's Report**

Dr. Wilson shared the following upcoming events with the Board.

- Investiture Week Activities - 3/22 CSM Donor Scholarship Dinner host by SGA, various tours and demonstrations on all campuses, Belonging Matters sessions, Day of Service with CSM staff & faculty serving throughout the Southern Maryland community and on 3/28 Dr. Wilson's Investiture Ceremony.
- Strategic Planning next Retreat is on April 12 from 9 am – 3pm on the La Plata Campus
- Non-Profit Institute Conference is on April 18 from 8 am – 4 pm on the La Plata Campus
- Graduation is on May 10<sup>th</sup> with ceremonies at 10 am, 1 pm and 4 pm.

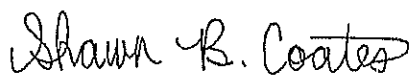
## **Board Chair Report**

Board Chair Coates shared with the Board that he thought the meeting with the Middle States Team went well.

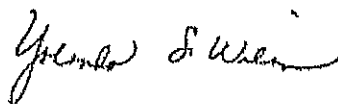
- He asked all to keep an eye and an ear within the county or state for any changes that might affect CSM.

Trustee Allen made a motion to adjourn the meeting, the motion was seconded by Trustee Alexander-Frye. All were in favor, the meeting adjourned at 5:27 pm.

Respectfully submitted,



Shawn Coates, Board Chair



Yolanda Wilson, President