

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND**

GENERAL SESSION

Meeting of December 4, 2010
Hour: 10:25 am

Site: St. Mary's College of Maryland
St. Mary's City, Maryland

TRUSTEES PRESENT

Molly Mahoney Matthews (Chair), Sherrie Robinson Bailey '81, Arthur Birney, Jr., Cindy Broyles '79, Tom Daugherty '65, Peg Duchesne '77, Gail Harmon, Steny Hoyer, Neil Irwin '00, Thomas Penfield Jackson, Larry Leak '76, Jim Muldoon, Mike O'Brien '68, Katharine Russell, Daniel Ruthenberg-Marshall, Paul Schultheis '98, Robert Waldschmitt and John Wobensmith '93

TRUSTEES ABSENT

Benjamin Bradlee, Gary Jobson and John McAllister

OTHERS PRESENT

Joe Urgo (president), Laura Bayless, Thomas Botzman, Regina Faden, Kathy Grimes, Mark Heidrich, Chip Jackson, Wes Jordan, Cynthia Koenig, Sally Mercer, Robert Paul, Maureen Silva, Sara Slaff, Jim Stone, Kate Ufford, Larry Vote. Press: Sarah Miller, *County Times*; Julia Rocha, *The Point News*; and Jesse Yeatman, *The Enterprise*. Student technician Samir Marinelli.

NOTICE OF EXECUTIVE SESSION

In accordance with the 1991 State Open Meetings Law, H.B. 1321, Chair Molly Mahoney Matthews reported that an executive session had taken place prior to the start of the general session in order to discuss personnel matters.

AGENDA

The agenda for the general session was approved as presented.

MINUTES

The minutes of the October 9, 2010 meeting were approved as presented.

ACTIONS

1. Action Item 1011-11: Recommendation to Approve 2011 Commencement Speaker

A motion was made to approve the 2011 Commencement Speaker. The motion was seconded and passed unanimously.

2. Action Item 1011-12: Recommendation to Approve FY10 Auditor's Report and Financial Statements

A motion was made to approve the FY10 Auditor's Report and Financial Statements. The motion was seconded and passed unanimously.

REPORTS

Report of the Chair

Molly Mahoney Matthews welcomed all in attendance to the 658th meeting of the St. Mary's College of Maryland Board of Trustees, stating that an executive session had taken place prior to the general session. Chair Matthews reported:

- Student athletes shared their positive experiences at St. Mary's as part of the trustee dinner.
- Today, and in the coming months, the Board will make decisions about personnel, finances, and programmatic priorities. The mission of the College will remain a touchstone for these decisions.
- During the executive session, the Board took action to provide a market adjustment to the salaries of assistant professors who hold tenure-track appointments. While the State of Maryland has imposed an ongoing hold on state employee wages since July 2009, the Budget Reconciliation and Financing Act of 2010 (BRFA) permits the College to provide increases necessary for the retention of faculty. After reviewing current compensation studies and other indicators, the Board concluded that the salary adjustments were essential to maintaining a high level of academic rigor and being more competitive against better-funded private institutions.
- Matthews thanked the Finance, Investment and Audit Chair John Wobensmith and the members of the committee—Cindy Broyles, Gail Harmon, Jim Muldoon, and Bob Waldschmitt—for their leadership on the faculty salary matter.
- Matthews also announced a slate of candidates for the Board of Trustees and those members up for re-appointment.
- Special recognition was given to The Honorable Sherrie Robinson Bailey, whose position as a sitting judge will prevent her from serving another term on the Board. Sherrie will be with us until her current term expires in May and we look forward to providing an appropriate salute to her at a later time.
- Matthews thanked Trustee Governance Chair Gail Harmon and the members of the committee—Ben Bradlee, Neil Irwin, Gary Jobson, Mike O'Brien—for their service.

Report of the President

President Joe Urgo addressed the trustees on the concepts of inclusiveness and sustainability as cornerstones of the public liberal arts college concept. The full address can be found at <http://www.smcm.edu/president/sustainability.html>.

Report of the Faculty Senate President

Faculty Senate President Bob Paul reported:

- Faculty Senate Vice President Dan Ingersoll will retire in May 2011. Psychology professor Cynthia Koenig will assume responsibilities as Faculty Senate Vice President beginning January 2011.
- The Faculty Committee on Internationalization is addressing study tour compensation, new study tour proposals, the CMRS consortium and the College's strategic plan. The International Education Task Force ad hoc committee is reviewing the vision statements for each study abroad academic program and will report to Faculty Senate in the spring.

- The Academic Planning Committee is reviewing the Faculty Effort Survey, which looks at contributions of faculty at the departmental level.
- Faculty members on the Strategic Planning Committee are reviewing the current document and will identify tasks and priorities as the next steps in the planning process.
- The faculty serving on the Inauguration Committee are developing an academic symposium with themes of access/inclusion, sustainability and the liberal arts as a public trust.
- Faculty will participate in a master planning process.

Report of the Student Trustee

Student Trustee Daniel Ruthenberg-Marshall reported:

- Financial aid remains a high priority for students. Marshall offered anecdotal evidence that the lack of sufficient financial aid is impacting students in a variety of ways such as leveraging community college courses, attending school year-round to graduate in three years and pausing their education.
- Mold was found in campus housing of more than 100 students. While most are relieved the problem was taken care of, there have been questions of why the issue wasn't caught earlier. Students are asking for compensation for time in affected housing or cost of associated medical treatment.
- The discovery of amplifiers in campus housing, which are against housing policy, has generated new discussion about the current policy.
- Students are still waiting for Internet speed improvement by Verizon.
- Concerns about food quality have been addressed by Bon Appétit.
- Upcoming activities and issues include the following: Relay for Life, SGA funding of bike shop, class fundraisers, expansion of the campus farm, nominations for next student trustee, carbon neutrality plan, campus arboretum and general clean-up.
- Marshall concluded his report by noting that in general, students are happy.

REPORTS FROM COMMITTEES

Academic Affairs

Chair Larry Leak reported:

- The Academic Affairs Committee met on November 12th.
- Faculty Senate discussed CMRS proposal and the faculty have endorsed the plan to join the consortium.
- All department chairs have completed meetings related to budget process.
- Academic program reviews are underway for anthropology, sociology, and art/art history.
- Actions taken in executive session earlier included approval of retention for seven faculty, paid leave for 16 faculty, tenurable appointment for one faculty, and approval of resignations and retirements.
- Accreditation through Middle States has been extended for five years; thanks to all involved in the process for their hard work.

Building and Grounds

Chair Paul Schultheis reported:

- The Building and Grounds Committee met on November 5th.
- The new facilities master plan, a guide for development of the next 10-15 years, is getting underway. This plan is linked to the strategic plan and includes land use and landscaping plans.
- Mold remediation work is complete and displaced students have returned to their housing.
- There is an ongoing effort to improve maintenance of campus building and grounds. Lesley Urgo has become a valuable volunteer member of the committee and is working to support these efforts.
- The traffic calming project has entered the engineering phase.
- The metal storage building project is underway, along with renovation of physical plant storage bays.
- Funding to replace the library chiller has been identified and the project is moving forward.

Community Relations

Chair Mike O'Brien reported:

- The Community Relations Committee met on November 9th.
- Committee members and college staff are reviewing Governor's Cup and identifying changes to improve the financial status of the event.
- College publications *River Gazette*, *Mulberry Tree* and *SlackWater* are being reviewed. Grant funding for *SlackWater* has expired.
- River Concert Series funding options in the community are being expanded.

Development

Chair Cindy Broyles reported:

- The Development Committee met on November 18th.
- Fundraising for financial aid is a priority for trustees, who are asked to make the College a philanthropic priority each year and to help identify potential donors.
- Reporting on fundraising activities will change format and frequency to give trustees more current information on efforts and outcomes.
- Alumni giving rates were 17% last year and are targeted to move up to 30%.

Enrollment and Student Affairs

Chair Neil Irwin reported:

- The Enrollment and Student Affairs Committee met on December 3rd.
- The committee recommended the approval of Action Item 1011-11; naming Peace Corps Director Aaron Williams as the 2011 Commencement speaker. The motion was seconded and approved unanimously.
- The committee heard a presentation on financial aid and an overview of St. Mary's profile relative to other schools.

- The committee heard a report from Public Safety Director Chris Santiago.
- Candidates for student trustee will be interviewed in February.

Finance, Investment and Audit

Chair John Wobensmith reported:

- The FIA Committee met on November 12th.
- The committee recommended the approval of Action Item 1011-12; the FY10 auditor's report and financial statements. The Committee received and reviewed the auditor's report. The audit contained no findings and no issues in the management letter. The motion was seconded and approved unanimously.

Government Relations

Vice President for Business/Finance Tom Botzman reported on behalf of Gary Jobson:

- The Government Relations Committee met on November 5th.
- The College's block grant inflator is expected to be approximately 1.6% in the Governor's budget proposal.
- The College does not have any capital requests in this year's budget. The response to President Urgo's arrival has been favorable.
- The student legislative council is receiving academic credit for their research and participation on the committee.

International Studies

Chair Lex Birney reported:

- The International Studies Committee met on December 3rd.
- The committee received a progress report from the Faculty Committee on Internationalization and an update on CMRS.
- Spring 2011 study-abroad rates are consistent with spring 2010.

Inaugural Committee

Co-chair Peg Duchesne reported:

- The Inaugural Committee met on November 30th.
- The "save the date" e-mail went out to the campus community. The committee identified groups and individuals (approximately 18,000) for the event.
- Inaugural week activities in development include the following: an academic symposium, arboretum launch, Maryland Day ceremony (HSMC), presidential installation ceremony and student entertainment.

REPORTS FROM ASSOCIATED ORGANIZATIONS

St. Mary's College of Maryland Alumni Association

Alumni Council President Paul Schultheis reported:

- Recent alumni activities have included an antiques fair, monthly trivia night, a golf tournament, a social in Boston, and a post-election event in Washington, D.C. The

Alumni Office is seeking ways to expand activities outside of the metro area and establish formal chapters in new areas.

- The alumni staff will be expanded to include administrative support. The rectory renovation is complete and the lounge is open for alums.
- The next Alumni Council meeting will be moved to inaugural weekend.

St. Mary's College of Maryland Foundation Board and Joint Investment Advisory Committee
Foundation Board President Jim Stone reported:

- The Foundation Board/JIAC met on October 19, 2010.
- The board reviewed the draft auditor's report and expects a clean audit.
- Draft audit suggestions include improvement in credit card documentation and creation of an operating manual for the Foundation.
- Staff is reviewing the status of endowed funds to determine proper distribution levels.

Historic St. Mary's City

Larry Leak recognized HSMC Executive Director Regina Faden, who reported:

- Historic St. Mary's City and St. Mary's College of Maryland will display a Smithsonian traveling exhibit at Boyden Gallery from January 22 to March 4. "Facing Fences" will feature several community groups exploring themes of rights of way, gates and access.
- HSMC is working with community groups on arts projects related to the "Facing Fences" exhibit.
- HSMC will repurpose a slave cabin on its grounds for an interpretive center.

A motion was made to adjourn the meeting at 12:15 pm.

Summary prepared by Kathy Grimes _____ February 7, 2011

Approved by Larry Leak _____ February 7, 2011

Approved by Molly Mahoney Matthews _____ February 7, 2011