



**BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
REPORT SUMMARY**

Date of Meeting: October 14, 2022

Date of Next Meeting: February 3, 2023

Committee Chair: Donny Bryan '73

Committee Members: Nicolas Abrams '99, John Bell '95, Alice Bonner '03, Board Chair
Susan Dyer, Elizabeth Graves '95, President Tuajuanda Jordan, Danielle Troyan '92

Staff Member: Paul Pusecker

Dashboard Metrics

N/A

Executive Summary

Discussion Items

FY24-28 State Capital Budget Request

The College's proposed FY24-FY28 state-funded capital budget request includes funding of various campus infrastructure improvements, funding for the design and renovation of Montgomery Hall, and initial design funds to address critical building improvements in Calvert Hall, including ADA compliance requirements and life safety improvements for this 90-year-old building.

Route 5 Sidewalk / Boardwalk Project

The College has contracted with S.E. Davis Construction to build the new pedestrian and bicycle path from the St. John's Pond Bridge to the North Field. The approximately 10-ft wide asphalt path will be separated from the existing Route 5 right-of-way by several feet of grass buffer. A boardwalk will be constructed over Wherritt's Pond and the protected wetlands to allow for continuation of the path to the North Field. Active sidewalk construction has begun.

Maryland Historic Interpretive Center (MHIC)

This interpretive and visitor center will be the first stop for visitors to Historic St. Mary's City. It will reflect the traditional structure designs of Historic St. Mary's City in a contemporary way, while complementing the existing Anne Arundel Hall complex. The College secured Board of Public Works approval for this project on August 31, 2022 and the contract was awarded on September 12, 2022. The goal is to have the MHIC completed in time for Maryland Day 2024.

Information Items

Nancy R. and Norton T. Dodge Performing Arts Center and Learning Commons

Substantial building completion of the Learning Commons occurred in early July 2022. Faculty and staff from the Educational Studies Department moved into the building on July 1 and classes

for the Master of Arts in Teaching program began on July 5, 2022. The Brew'd Awakening Café opened on September 6, 2022.

The Nancy R. and Norton T. Dodge Performing Arts Center is completed. The Music Department moved into the academic wing prior to the start of the fall semester and are actively using the recital, ensemble, and practice room spaces extensively. The recital hall was completed and put into use on September 1, 2022. Grand opening festivities took place on September 23 and 24, 2022.

Nancy R. and Norton T. Dodge Performing Arts Center and Learning Commons Public Art Installation

The College, working directly with the Maryland State Arts Council, formed a committee consisting of several faculty, staff, and community representatives to solicit an artist. A national call for interest was overwhelmingly successful with 159 viable submissions, from which the committee selected 10 semi-finalists. Four finalists were selected to participate in a public forum on September 28, 2022. The committee is preparing to select the successful artist and award the contract. It is estimated that the installation should occur in the summer of 2023.

Hilda C. Landers Library Reimagining Project

During the 2022 Legislative Session, the College was successful in securing \$4.0M for the reimagining and renovation of the Hilda C. Landers Library. The first floor will be converted from open stacks to small group meeting and office spaces creating a student support center that is focused on facilitating student persistence, graduation, and preparation for the workforce.

The College has engaged Quinn Evans Architects to assist in this visioning and design effort and anticipates awarding of the construction contract in early 2023, with renovation and construction starting in June 2023. Completion is expected prior to start of the Fall 2024 semester.

Goodpaster Hall Lab Renovation

The College selected Ziger Snead Architects to complete the design and engineering of the new chemistry/biochemistry lab, faculty research lab, and supporting lab facilities to be constructed in Goodpaster Hall. The design phase was completed in late Summer 2022. A request for proposal was placed on eMaryland Marketplace and we anticipate a contract award in late October/early November. The goal is for these new labs to be completed in time for the Fall 2023 semester.

Marine Science Lab Renovation

The Marine Science program requires a dedicated teaching laboratory. With the current Marine Science enrollment targets exceeding projections, it is necessary to accelerate renovation of the space to accommodate the curriculum. Lab 116 in Schaefer Hall has been identified as the initial teaching laboratory and complete demolition of the existing lab was finished in August 2022. A committee, consisting of faculty members from the Marine Science and Biology Departments, is now working with Ziger Snead Architects on the schematic design phase. We expect final construction documents to be completed and the project to go out for bid in December 2022, with award in early 2023, and construction to begin in early spring.

Mattapany Road Improvements

The College, in consultation with Historic St. Mary's City, collaborated with the St. Mary's

County Department of Public Works to address road safety improvements to Mattapan Road. A conceptual design was developed for the much-needed safety improvements to make the road significantly safer for motorists, pedestrians, and bicyclists, while minimizing the impact to historical resources. The St. Mary's County Commissioners approved a funding request from the Department of Public Works in the amount of \$450K to complete these much-needed road improvements. We await release of the schedule from the County.

State Supported Capital Infrastructure Projects

For FY21, the state awarded the College \$4.4M to address capital infrastructure projects. The Governor and the Legislature provided an additional \$1.0M in March 2021 for use on any shovel-ready infrastructure project. With the additional \$1.0M we completed the campus roadway/sidewalk improvement upgrades. The original \$4.4M was used for the Calvert Hall HVAC system replacement and electrical upgrades (\$3.3M) and the replacement of the slate roofing and repair to the brick masonry on Calvert Hall (\$1.1M). Taking advantage of this unoccupied building, FY22 state infrastructure funding was utilized to replace all windows in Calvert Hall (\$0.65M).

Additional FY22 infrastructure projects completed, or in progress, include the design cost associated with the Schaefer Hall HVAC project (\$0.3M), the Kent Hall cooling tower replacement (\$0.4M), the Route 5 sidewalk/boardwalk matching grant requirement (\$0.2M), and \$1.35M in available FY22 funds will be used to supplement the higher-than-expected cost of the Schaefer Hall HVAC replacement project.

The College was provided \$5.0M in infrastructure support from the state for FY23 that must be fully expended within three years. We are using \$2.0M of this allocation for the Schaefer Hall HVAC project as total costs here exceed \$3.4M. Other FY23 infrastructure improvements include the Campus Center partial roof replacement (\$0.7M), the Campus Center roof top unit replacement (\$1.4M), smaller projects involving campus wayfinding and signage, and IT distribution upgrades. We fully expect to expend all of the FY23 allocation by late FY24.

Technology Overview

The College is in the process of bringing 100Gb broadband capability to campus. This increased capability will support the College's growing academic, administrative, and student demands, and the potential for an Applied Data Science academic major in the future. We expect the 100Gb pipe to arrive on campus in late Fall 2022. The increased broadband capacity will require major upgrades to the College's IT infrastructure, including switches, fiber, routers, etc. We are hopeful that FY23 state capital infrastructure funds may be used for these IT capital improvements.

The two campus data centers and the voice over internet protocol switch room require new uninterruptible power supply systems to maintain the infrastructure when we experience power failures, or if needed, until longer-term emergency power backup systems kick in. New uninterruptible power supply systems are a critical component of data center backup power, as they suppress power surges, thus preventing damage to sensitive technology equipment. We are in the process of securing cost estimates.

Replacement of the current 20+ year-old legacy phone system with state-of-the-art voice over internet protocol instruments is now complete.

Cybersecurity

The Office of Information Technology has implemented the Information Security Awareness program as part of the College's Cybersecurity Awareness Initiative. The program has four components: training; multi-factor authentication for most campus community applications; use of encryption software for users who transfer Personal Identifiable Information (PII); and reducing the number of staff and faculty with administrative rights.

The Enterprise Resource Planning (ERP) software implementation with our Anthology partners continues. The College purchased two major modules, the Student (CNS) module and the Finance, Human Resources and Payroll (CNF/HR) Modules. We forecast go-live for the CNS (student) system in late May 2023. The CNF module (Finance, Human Resources, and Payroll) continues to make progress with a go-live date anticipated in early 2023.

Historic St. Mary's City Commission Report

Historic St. Mary's City has a number of capital projects underway, including construction of the Maryland Heritage Interpretive Center. Part of this project includes repairs to the Farthing's parking lot.

The Commission received a grant from Access Maryland to design and construct ADA compliant restroom facilities to replace the current restrooms located near the State House. Additionally, the Department of General Services is preparing final construction designs for repairing the ADA paths through the museum grounds.

The new Maryland Dove sailed into its home port for the first time on August 27th accompanied by a flotilla of approximately 60 boats under sail or motor.

Action Item(s) related to specific strategic plan goals as appropriate:

II.A. Approval of the Facilities Renewal Policy

The Joint Chairmen's Report (JCR) from the 2022 legislative session mandated that higher education institutions must have an approved Board-level Facilities Renewal Policy. St. Mary's College of Maryland does not currently have a Board of Trustees approved policy in place. The JCR requires the establishment of such a policy and for the adopted policy to be submitted to the Senate Budget and Tax and the House Appropriations Committees by December 31, 2022. The purpose of the policy is to adequately address the backlog of deferred maintenance projects and to establish an overall annual spending target on facilities renewal. The College proposed policy recommends that institutional spending for facilities renewal, on an annual basis, shall be targeted at a minimum of 8% of the current deferred maintenance value for all institutional assets.

ST MARY'S
COLLEGE of MARYLAND
The National Public Honors College

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022

OPEN SESSION
AGENDA

I. DISCUSSION ITEMS

- A. FY24-28 State Capital Budget Request
- B. Route 5 Sidewalk / Boardwalk Project
- C. Maryland Historic Interpretive Center (MHIC)

II. ACTION ITEMS

- A. Approval of the Facilities Renewal Policy

III. INFORMATION ITEMS

- A. Nancy R. and Norton T. Dodge Performing Arts Center and Learning Commons Final Update
- B. Nancy R. and Norton T. Dodge Performing Arts Center and Learning Commons Public Art Installation
- C. Hilda C. Landers Library Reimagining Project
- D. Goodpaster Hall Lab Renovation
- E. Marine Science Lab Renovation
- F. Mattapany Road Improvements
- G. State Supported Capital Infrastructure Projects
- H. Technology Overview
- I. Historic St. Mary's City Commission Report
- J. Minutes (Meeting of May 13, 2022)

IV. RECONVENE TO CLOSED SESSION (ACTION ITEM)

Vote to close meeting in compliance with Title 10, Subtitle 3 of the General Provisions Article, the Open Meetings Act, for the purposes set forth in the closing statement specifically, reputational information of prospective donors.

A portion of this meeting will be held in closed session. If a matter arises during closed session that must be discussed in open session, the Board will reopen the open session of the meeting at that time.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
DISCUSSION ITEM I.A.
FY24-FY28 STATE CAPITAL BUDGET REQUEST**

The College's proposed FY24-FY28 state-funded capital budget request includes funding of various campus infrastructure improvements, funding for the design and renovation of Montgomery Hall, and initial design funds to address critical building improvements in Calvert Hall, including ADA compliance requirements and life safety improvements for this 90-year-old building. Our request identifies essential investments in campus infrastructure specifically needed for St. Mary's College of Maryland to remain competitive and to reinvest in our deteriorating physical assets.

The College's request for state capital funds is consistent with the Governor's CIP, as shown below (exclusive of non-budgeted funds). Based on the Department of Budget and Management's (DBM) capital budget instructions, construction market escalation of 5% from FY24 forward was added to the previous year's CIP and reflected in our request for infrastructure and capital renovation requests. The rationale for these increases includes materials costs, labor costs, and effects on pricing due to delayed supply chains.

	FY24	FY25	FY26	FY27	Total
Governor's FY23 CIP	\$3.5M	\$12.0M	\$30.9M	\$2.0M	\$48.4M
College's Request	\$3.5M	\$12.0M	\$30.9M	\$2.0M	\$48.4M
Difference	\$0.0M	\$0.0M	\$0.0M	\$0.0M	\$0.0M

Hilda C. Landers Library Reimagining Project (Update)

The College initially requested \$4.0M in FY23 through DBM as a supplemental item, but the project was eventually funded through the Maryland General Assembly for the upcoming fiscal year. We are not requesting any additional capital funding in FY24.

The College plans to convert the first floor (21,000 GSF) of the Hilda C. Landers Library (60,641 GSF) from open stacks to small group meeting and office spaces creating a focused student support center. As more resources are moving on-line, the College can consolidate its library stacks on the second and third floors of the building. This will create the necessary space to convert the main floor into a centralized location that is focused on facilitating student persistence, graduation, and preparation for the workforce.

Campus Infrastructure Improvements (Priority 1)

Funding was requested for various infrastructure improvements in multiple phases to address critical deferred maintenance and renewal needs. Funding for these capital College reinvestments is essential for attracting, recruiting, and retaining students, faculty, and staff.

The specific projects to be funded in each budget year have been adjusted, based on an updated evaluation of project priorities and opportunities for efficiencies in procurement and/or execution. The FY24 campus infrastructure improvement funding request will fund the north campus nodal loop modernizations. Infrastructure project priorities beyond FY24 include HVAC replacement in Kent Hall, Goodpaster Hall controls upgrades, masonry restoration and slate roof replacement for the historic buildings on campus, Schaefer Hall window and entry door replacement, and parking lot upgrades.

Montgomery Hall Renovation (Priority 2)

This renovation project remains core to our strategic planning efforts to provide adequate facilities for our academic programs as identified in the College's 2012-2027 Master Plan. With the completion of the Performing Arts Center, which now houses the College's Music Department, there is now free space in Montgomery Hall for other disciplines within the building. An extensive renovation of the entire 40-year-old building is anticipated to improve energy efficiency, update code compliance, and address programmatic space deficiencies. The Governor's CIP recommends \$1.5M in design support in FY24, accelerated from FY25. The College also requested an additional \$2.5M in final design and \$7.5M in initial construction support in FY25, (total \$10.0M), and the remaining \$28.9M in construction funding in FY26 to finish the renovation.

Calvert Hall Interior Renovation (Priority 3)

The College requested \$2.5M in FY28 for design funding to begin planning for the interior renovations of Calvert Hall, the primary administration building for the College, constructed in 1932. Recent DBM funded infrastructure projects have addressed significant building envelope deficiencies (HVAC and electrical system upgrades, masonry repair, slate roof replacement, and window replacement) and we now focus on life safety improvements for this 90-year-old building and interior upgrades in order to meet ADA code compliance, installation of a fire suppression system, upgraded restrooms, and other internal improvements. Renovation costs are estimated at approximately \$20M and the renovation funding will be split equally over two fiscal years (FY29 and FY30). Total project costs are \$22.5M.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
DISCUSSION ITEM I.B.
ROUTE 5 SIDEWALK / BOARDWALK PROJECT**

After eight long years, the College has finally contracted with S.E. Davis Construction to build the new pedestrian and bicycle path from the St. John's Pond Bridge to the North Field. The approximately 10-ft wide asphalt path will be separated from the existing Route 5 right-of-way by several feet of grass buffer. A boardwalk will be constructed over Wherritt's Pond and the protected wetlands to allow for continuation of the path to the North Field. The project is 80% funded by a Transportation Alternatives Project grant from the Federal Highway Administration. The remaining portion will be funded from the College's state capital appropriations.

Construction mobilization occurred in late August 2022 and active sidewalk construction has begun. Coordination is underway with Verizon and Breezeline to relocate several poles away from the sidewalk. The community, immediate neighbors, legislative representatives, and the St. Mary's County Commissioners have been informed of the construction. Traffic impact should be minimal. The boardwalk construction work will be deferred until late Fall/Winter 2022 due to Department of Natural Resources environmental timing issues.



**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
DISCUSSION ITEM I.C.
MARYLAND HERITAGE INTERPRETIVE CENTER**

This facility, a 12,279 GSF interpretive and visitor center, will be the first stop for visitors to Historic St. Mary's City. It will reflect the traditional structure designs of Historic St. Mary's City in a contemporary way, while complementing the existing Anne Arundel Hall complex. The building will be of heavy timber construction and dark wood clad exterior. The interior will house both permanent and rotating exhibits and will feature a small auditorium with removable seats.

The Maryland Heritage Interpretive Center (MHIC) project went out for solicitation in April 2022 with bids due in mid-May. W.M. Davis, a local major building contractor, was the sole bidder for the project at \$12,011,704. Although the W.M. Davis bid was above the Department of Budget and Management cost estimate worksheet, the College was instructed to submit it to the Board of Public Works (BPW) for consideration, since the total was within the budget contingencies. The College secured BPW approval for this project on August 31, 2022 and the contract was awarded on September 12, 2022.

The contractor is developing a construction schedule and we anticipate the project to begin in late fall or early winter, with the goal of project completion in time for Maryland Day 2024. In accordance with the 2008 Memorandum of Understanding between the College and Historic St. Mary's City, the College is responsible for providing all construction/project management services for this large-scale project.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
ACTION ITEM II.A.
APPROVAL OF THE FACILITIES RENEWAL POLICY**

RECOMMENDED ACTION

The Technology, Buildings, and Grounds Committee recommends approval by the Board of Trustees of the proposed Facilities Renewal Policy.

RATIONALE

The Joint Chairmen's Report (JCR) from the 2022 legislative session, dated April 2022, highlighted that St. Mary's College of Maryland does not currently have a Board of Trustees approved Facilities Renewal Policy in place. The JCR requires the establishment of such a policy and for the adopted policy to be submitted to the Senate Budget and Tax and House Appropriations Committees by December 31, 2022. The purpose of the policy is to adequately address the backlog of deferred maintenance projects and to establish an overall annual spending target on facilities renewal.

The Technology, Buildings, and Grounds Committee recommends that institutional spending for facilities renewal, on an annual basis, shall be targeted at a minimum of 8% of the current deferred maintenance value for all institutional assets. As an example, effective July 1, 2022, the College estimated deferred maintenance at approximately \$15M (source: Facilities Condition Index Report, 2021-2026), which will require a commitment of \$1.2M from operating revenue to address critical renovation, replacement, or upgrades of systems. The current year plant fund budget, subsidized by student fees, totals \$1.4M, which is above our target.



ST. MARY'S COLLEGE OF MARYLAND
POLICY ON FACILITIES RENEWAL FOR AUXILIARY
AND NON-AUXILIARY ASSETS
(DRAFT)
(Approved by the Board of Trustees on _____)

1. Subject to limitations established by law, the Board of Trustees is empowered to maintain the capital assets under its jurisdiction, including land, structures, and infrastructures for auxiliary and non-auxiliary programs.
2. Facilities renewal is the planned renovation, adoption, replacement, or upgrade of the systems of a capital asset during its life span such that it meets all assigned functions in a reliable, efficient manner.
3. Intuition spending on an annual basis for facilities renewal shall be targeted at a minimum of 8% of the current deferred maintenance value for all institutional assets.
4. On an annual basis, the College will provide information on the amount and use of funds dedicated to facilities renewal to the Board of Trustees for its review and approval.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.A.
NANCY R. AND NORTON T. DODGE PERFORMING ARTS CENTER
AND
LEARNING COMMONS FINAL UPDATE**

Substantial building completion (handover from Holder Construction) of the Learning Commons occurred in early July 2022. Faculty and staff from the Educational Studies Department moved into the building on July 1 and classes for the Master of Arts in Teaching (MAT) program began on July 5, 2022. The Brew'd Awakening Café (a Bon Appetit grab and go facility featuring Starbucks coffee) opened on September 6, 2022. The Learning Commons space, managed by Student Affairs, is proving to be extremely popular with students for study and for small group interactions.

The Nancy R. and Norton T. Dodge Performing Arts Center (PAC) is completed. The Music Department moved into the academic wing prior to the start of the fall semester and have been actively using the recital, ensemble, and practice room spaces extensively. The recital hall was completed and put into use on September 1, 2022. Despite critical material, manpower, and supply chain shortages experienced by Holder Construction over the past six months, the auditorium was substantially completed prior to the grand opening festivities on September 23 and 24, 2022. The director of production and events for the Nancy R. and Norton T. Dodge Performing Arts Center is actively soliciting use of the facility and many events, both internal and external to campus, are currently programmed for the fall and spring semesters.

The College is extremely proud of these two new facilities and are confident that they will serve as the latest crown jewels on the campus.





**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.B.
NANCY R. AND NORTON T. DODGE PERFORMING ARTS CENTER
PUBLIC ART INSTALLATION**

The state provided \$300K for the installation of public art at the Nancy R. and Norton T. Dodge Performing Arts Center. The College, working directly with the Maryland State Arts Council, formed a committee consisting of several faculty, staff, and community representatives to solicit an artist. A national call for interest was overwhelmingly successful with 159 viable submissions, from which the committee selected 10 semi-finalists. These artists were interviewed via video, and four finalists were selected to visit campus and submit a design concept to the campus community via a public forum. Those artistic presentations occurred on September 28, 2022. Currently, the selection committee is preparing to select the successful artist and award the contract to fabricate the Nancy R. and Norton T. Dodge Performing Arts Center public art installation. It is estimated that the installation should occur in the summer of 2023.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.C.
HILDA C. LANDERS LIBRARY REIMAGINING PROJECT**

During the 2022 Legislative Session, the College was successful in securing \$4.0M for the reimagining and renovation of the Hilda C. Landers Library.

The current layout and space usage in the Hilda C. Landers Library reflects an academic library facility of the 1990s. The College plans to convert the first floor (21,000 GSF) of the Hilda C. Landers Library (60,641 GSF) from open stacks to small group meeting and office spaces creating a student support center that is focused on facilitating student persistence, graduation, and preparation for the workforce.

With more resources moving on-line, the College is able explore the possibility of consolidating library stacks on the second and third floors of the building to create the space necessary to convert the main floor becoming this centralized location. The focus of this consolidation supports the LEAD curriculum by co-mingling the College's research librarians with the expanded Center for Career and Professional Development and the Office of International Education, thus creating a centralized space for student exploration of research, internships, and study abroad possibilities.

The College has engaged Quinn Evans Architects to assist in this visioning and design effort. A steering committee comprised of faculty and staff was created and held its initial meeting on August 25, 2022. Over the next three months, the architects and the steering committee, with assistance from the Facilities Planning Office, will develop the design concept. Programming will conclude in early fall, followed by design specifications in order to solicit bids for the actual renovation work. The College anticipates award of the construction contract in early 2023, with renovation and construction starting in June 2023. Completion is expected prior to start of the Fall 2024 semester.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.D.
GOODPASTER HALL LAB RENOVATION**

The College selected Ziger Snead Architects to complete the design and engineering of the new chemistry/biochemistry lab, faculty research lab, and supporting lab facilities to be constructed in Goodpaster Hall. These labs will be constructed within the space created by the relocation of Educational Studies to the Learning Commons. The design phase, including architectural drawings and engineering specifications, was completed in late Summer 2022. Construction documents were then finalized and reviewed by the College's senior facilities staff in preparation for bid solicitation. A request for proposal was placed on eMaryland Marketplace and we anticipate a contract award in late October/early November. The goal is for these new labs to be completed in time for the Fall 2023 semester. The design costs were funded by the College and the construction costs (\$1.9M) were funded by the state as part of the Governor's capital improvement program. This is the penultimate element of the 2012-2027 Facilities Master Plan.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.E.
MARINE SCIENCE LAB RENOVATION**

The Marine Science program requires a dedicated teaching laboratory. With the current Marine Science enrollment targets exceeding projections, it is necessary to accelerate renovation of the space to accommodate the curriculum. Lab 116 in Schaefer Hall has been identified as the initial teaching laboratory for the Marine Science program. Complete demolition of the existing lab was finished in August 2022. A committee, consisting of faculty members from the Marine Science and Biology Departments, is now working with Ziger Snead Architects on the schematic design phase. We expect final construction documents to be completed and the project to go out for bid in December 2022, with award in early 2023, and construction to begin in early spring.

The Marine Science program proposal included the purchase of a 45'-50' research vessel (18-20 - person capacity) for river and bay exploration and a 28' skiff (18-person capacity) for exploring shallow water. The larger vessel was supported by a congressional earmark, sponsored by Congressman Steny Hoyer, in the amount of \$900K. A faculty committee was organized and has developed specific boat and equipment needs. The College engaged with a naval architect and marine consultant in Annapolis to finalize design specifications and bids are now being solicited. For the smaller near shore vessel, a contract was awarded to Chislett's Boating and Design, LLC, in the amount of \$98,531 on April 28, 2022. It is anticipated that delivery of this vessel will occur in Spring 2023. Finally, our current 25' C-Hawk boat (6-person capacity) is currently in dry dock awaiting an engine. Supply chain availability has delayed the new Yamaha engine for almost 18 months. We are hopeful that this small research vessel can be put into service by late fall.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.F.
MATTAPANY ROAD IMPROVEMENTS**

The College, in consultation with Historic St. Mary's City, collaborated with the St. Mary's County Department of Public Works to address road safety improvements to Mattapany Road. The College, Historic St. Mary's City, and the Department of Public Works agreed on a conceptual design for the much-needed safety improvements needed to make the road significantly safer for motorists, pedestrians, and bicyclists, while minimizing the impact to historical resources.

The Department of Public Works requested funding support in their annual FY23 capital improvement submission. The St. Mary's County Commissioners reviewed the submission and approved \$450K to complete these much-needed road improvements, which will include widening the road and addressing the undulating surface. Currently, the contractor is clarifying the construction specifications and the Department of Public Works is developing the overall work schedule.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.G.
STATE SUPPORTED CAPITAL INFRASTRUCTURE PROJECTS**

For FY21, the state awarded the College \$4.4M to address capital infrastructure projects. The Governor and the Legislature provided an additional \$1.0M in March 2021 for use on any shovel-ready infrastructure project. With the additional \$1.0M we completed the campus roadway/sidewalk improvement upgrades. The original \$4.4M was used for the Calvert Hall HVAC system replacement and electrical upgrades (\$3.3M), the replacement of the slate roofing, and repair to the brick masonry on Calvert Hall (\$1.1M). Taking advantage of this unoccupied building, FY22 state infrastructure funding was utilized to replace all windows in Calvert Hall (\$0.65M). Additionally, as part of the Calvert Hall renovation, all ceiling tile grids were replaced, new LED lighting was installed throughout the building, new carpet was installed on two of the building's floors, and offices and hallways were painted. Calvert Hall will be extremely energy efficient and provide a much-improved atmosphere for all occupants.

Additional FY22 infrastructure projects completed, or in progress, include the design cost associated with the Schaefer Hall HVAC project (\$0.3M), the Kent Hall cooling tower replacement (\$0.4M), the Route 5 sidewalk/boardwalk matching grant requirement (\$0.2M), and \$1.35M in available FY22 funds will be used to supplement the higher-than-expected cost of the Schaefer Hall HVAC replacement project. Here, Mueller, the mechanical contractors, have finalized the design specifications and we will solicit bids this fall. The Schaefer Hall HVAC project work will be staged between heating and cooling seasons as the building will remain occupied and functional. This project is expected to start in late Spring 2023.

The College was provided \$5.0M in infrastructure support from the state for FY23, which must be fully expended within three years. We are using \$2.0M of this allocation for the Schaefer Hall HVAC project as total costs here exceeds \$3.4M. Other FY23 infrastructure improvements include the Campus Center partial roof replacement (\$0.7M), the Campus Center roof top unit replacement (\$1.4M), smaller projects involving campus wayfinding and signage, and IT distribution upgrades. We fully expect to expend all of the FY23 allocation by early FY24.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
MEETING OF OCTOBER 14, 2022
INFORMATION ITEM III.H.
TECHNOLOGY OVERVIEW**

Increased Campus Broadband Capabilities

The College is in the process of bringing 100Gb broadband capability to campus. Currently, capacity ranges from 1Gb in residence halls to 5-10 Gb in the academic and administrative buildings. This increased capability will support the College's growing academic, administrative, and student demands, and the potential for an Applied Data Science academic major in the future. The College contracted with Maryland Research and Education Network (MDREN), who has engaged with Maryland Broadband, and actions are underway to get this capability to campus. The project is slightly delayed due to sensitive archeological concerns near the campus maintenance facility. MDREN is working through the issue with Historic St. Mary's City archeology personnel and the Maryland Historic Trust. We expect the 100Gb pipe to arrive on campus in late Fall 2022.

The increased broadband capacity will require major upgrades to the College's IT infrastructure. This data gathering and design exercise proved more complex and involved than initially thought. Thus, we have engaged Presidio, a global digital services and solutions provider, who will assess the needed infrastructure upgrades, including switches, fiber, routers, etc. We continue to work with Presidio to develop specific design, equipment, and software needs so we can solicit bids for the upgrades. We are hopeful that FY23 state capital infrastructure funds may be used for these IT capital improvements.

Network Reliability Topics

The Wi-Fi capabilities in the academic and administrative buildings are at end-of-life status and cannot be upgraded by software enhancements. These obsolete units present a technology and security risk that the College must address. Replacement with new Wi-Fi equipment and software will allow significant improvement of the wireless users' experience on the network and the optimization of management and configuration control of the new access points, as well as improve security. Quotes place the cost of new Wi-Fi devices, the installation, configuring, switches, patching, and wiring at approximately \$350K. The College is seeking to identify a viable funding source.

The two campus data centers and the Voice over Internet Protocol (VOIP) switch room require new Uninterruptible Power Supply (UPS) systems to maintain the infrastructure when we experience power failures, or if needed, until longer-term emergency power backup systems kick in. Currently, the College suffers from unreliable power, with many of these anomalies being power surges which impact the equipment housed in the various data closets across campus. New UPS systems are a critical component of data center backup power, as they suppress power surges, thus preventing damage to sensitive technology equipment. OIT is working with a vendor to get a price quote.

Campus-Wide Phone Replacement Project with Voice over Internet Protocol (VoIP) Capability
Replacement of the current 20+ year-old legacy phone system with state-of-the-art VOIP instruments is now complete. More than 600 phones have been installed across campus by NEC representatives with support from OIT staff. Training on the new phone instruments occurred during the summer and the NEC team remained on-site through September to support the cut-over, provide training, and to collect the old phones.

Cybersecurity

The Office of Information Technology has implemented the Information Security Awareness program as part of the College's Cybersecurity Awareness Initiative. The program has four components: training; multi-factor authentication for most campus community applications; use of encryption software for users who transfer Personal Identifiable Information (PII); and reducing the number of staff and faculty with administrative rights.

Currently, almost 75% of faculty and staff completed the *Security Awareness Essentials* training and 43% of students completed it in the spring semester. New students are required to complete the training prior to accessing the portal. We continue to press for a 100% training standard.

DUO, for multi-factor authentication, has been installed and tested. This system will commence this fall. Virtru, the email encryption software, has been installed and tested, and will be implemented upon the completion of cybersecurity awareness training by all faculty, staff, and students.

Administrative by request software has proven to be successful especially for the faculty. Access to admin rights is granted in 30-minute intervals so that the user can update software on their devices. Faculty are submitting access requests and appear to be satisfied with the process.

Enterprise Resource Planning System

The Enterprise Resource Planning (ERP) software implementation with our Anthology partners continues. The College purchased two major modules, the Student (CNS) module and the Finance, Human Resources and Payroll (CNF/HR) Modules.

Despite a revolving door of Anthology implementation managers over the past several years and the recent departure of our Anthology senior project manager, who had been with us since project inception, the College is now steadily making progress with the assignment of an Anthology seasoned veteran, who has over 150 successful client implementation actions.

On the CNS (student) side, all College subject matter experts (SMEs) have been reengaged. They are now meeting individually with the Anthology team responsible for their work efforts and we are holding weekly update sessions with all College SMEs and the Anthology team. In fact, Anthology leadership meets weekly with the Vice Presidents to discuss implementation progress, any issues that need to be addressed, and the roadmap of activities for the next week. We contracted with Anthology to complete the data extraction process from the Jenzabar system for integration and testing in the Anthology environment. Several critical customizations are being developed and we anticipate two additional spin cycles (data validation) before moving

from the test to the active environment. We forecast go-live for the CNS (student) system in late May 2023.

The CNF module (Finance, Human Resources, and Payroll) continues to make progress. Anthology is working closely with the HR SMEs on process development for the new system and data validity corrections. The data issues must be corrected before we can proceed and provide effective interface with the finance side. Two areas of immediate action are validating data accuracy for the time sheet process and developing a leave management customization so that employees can view their personal leave balances by category. The go-live date for the CNF module is anticipated in early 2023.



**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE
INFORMATION ITEM III.I.
HISTORIC ST. MARY'S CITY UPDATE**

The construction contract for the Maryland Heritage Interpretive Center (MHIC) was approved by the Board of Public Works on August 31. The contract was awarded to W.M. Davis, Inc. Mobilization is planned to begin in about a month and the goal is to get the pads poured for the building by the end of the year. Construction crew will park in the Mill Field lot.

The Farthing's parking lot will be repaired, part of the MHIC project, is in design phase with Smithgroup architects. The Department of General Services (DGS) project manager has indicated that the design will be completed soon and put out to bid by December 2022 with construction to follow by January 2023.

The Commission received a grant from Access Maryland to design and construct ADA compliant restroom facilities to replace the current restrooms located at the base of the bluff by the State House. The design process was completed after the Critical Areas Commission documents were approved in September. DGS is preparing construction documents that will go out to bid soon.

The St. John's Site Museum has been closed due to problems with the HVAC system. DGS engineers recommended replacing the system. The project has been delayed while parts were procured. The DGS project manager recently informed us that work should begin in mid-October.

The ADA paths through the museum grounds will be repaired this fiscal year. DGS is preparing a final version of the construction documents and the materials will go out to bid later this fall. Construction dates are yet to be determined.

Dr. Travis Parno completed the 2022 Field School in Historical Archaeology with nine students from six institutions, including St. Mary's College. Students worked at the Fort Site and in the Anne Arundel Hall labs during the 10 weeks of class.

We welcomed the new *Maryland Dove* on August 27th. The ship sailed into its home port for the first time, accompanied by a flotilla of approximately 60 boats under sail or motor. The Commission has yet to determine the future use of the 1978 *Dove*.

Staff are planning the *Maryland Dove* Chesapeake Bay Heritage Sail, supported by the HSMC Foundation and Maryland Heritage Area Grant.

- October 28 through 30: On display in Chestertown, MD as part of the Sultana Down Rigging Festival <https://downrigging.org/>.
- June 2023: Specific dates are yet to be determined. Ports of call include Havre de Grace, Baltimore, Cambridge, or Oxford.
- September 2023: Crisfield.



**BOARD OF TRUSTEES
TECHNOLOGY, BUILDINGS, AND GROUNDS COMMITTEE**

**OPEN SESSION
MINUTES**

Date of Meeting: May 13, 2022

Status of Minutes: Approved June 6, 2022

Committee Members Present: Committee Chair Donny Bryan '73, Nicolas Abrams '99, John Bell '95, Alice Bonner '03, Michael Dougherty, Board Chair Susan Dyer, Elizabeth Graves '95, President Tuajuanda Jordan, Danielle Troyan '92

Committee Members Absent: None

Staff Members: Paul Pusecker

Others Present: Joshua Ajanaku '22, Carlos Alcazar, Anirban Basu, Betsy Barreto, Allison Boyle, Anne Marie Brady '93, Peter Bruns, Kelsey Bush '94, Jeff Byrd, Paula Collins, Carolyn Curry, Jonathan Dobry, Peg Duchesne '77, Michael Dunn, Regina Faden, Judy Fillius '79, Katie Gantz, Mary Grube, Melanie Hilley '92, Sven Holmes, Jerri Howland, David Hautanen, Brayan Ruiz Lopez '24, Doug Mayer '04, Scott Mirabile, Brad Newkirk, Dereck Rovaris, Jenell Sargent, Maury Schlesinger, Bill Seale, Shanen Sherrer, Ray Wernecke, Charlie Wilson, John Wobensmith '93, Anna Yates, Derek Young '02

Executive Summary

Technology, Buildings, and Grounds Committee Chair Donny Bryan '73 called the meeting to order at 10:00 a.m. Committee member attendance was taken. Participation was both in-person and via videoconference.

Discussion Items

Route 5 Boardwalk Project Update

The project is 80% funded by a Transportation Alternatives Project grant from the Federal Highway Administration. The remaining portion is funded from the College's state capital appropriation. There is no cost to the College for this project. Construction is expected to begin during Summer 2022. The boardwalk construction will be deferred until Fall/Winter 2022 due to Department of Natural Resources environmental timing issues. The project is expected to be completed by Spring 2023.

FY23 Legislative Session Capital Budget Impact

The College had anticipated receiving \$3.889M in FY23 capital funding, however, due to actions taken by the Governor and the Legislature, the College received a total of \$10.9M. An additional \$3.0M was provided for infrastructure improvements and deferred maintenance projects, for a total of \$5.0M. In addition to the FY23 funding, the Governor's Five-Year Capital Improvement Plan

should provide annual funding of \$2M each year through FY27 for infrastructure improvement projects.

Also included is \$4.0M for the Hilda C. Landers Library Reimagining. A workgroup will be formed this summer to discuss programming and reconfiguration of the first floor. The Goodpaster Hall renovation project received \$1.9M for the conversion of vacant spaces into research and teaching labs for chemistry and biochemistry. The Montgomery Hall renovation was accelerated. We anticipate receiving a total of \$40.0M between FY24 and FY26 for this important renovation project. At the request of Delegate C.T. Wilson, the Legislature provided \$100K for Dr. Julia King to perform an historical, archaeological, and ethnographic overview of Mount Aventine's Black community for the period between 1700 and 1950.

The College submitted a congressional earmark proposal through Majority Leader Steny Hoyer for the acquisition of a large research vessel to support the College's Marine Science program. The \$900K earmark was approved by congressional action and signed by President Joe Biden. We are awaiting the distribution of funds and have begun developing vessel specifications in order to solicit bids. The College has since submitted two additional Federal funding requests for FY23, one for \$1.0M to be used for the renovation of the aquatics research lab in Schaefer Hall through Majority Leader Steny Hoyer, and the other for \$750K to be used for new scientific equipment to support the Marine Science program through Senator Ben Cardin.

Information Items

Performing Arts Center and Learning Commons Annex Update

Both buildings will be fully operational for the Fall 2022 semester. Faculty have selected their offices and are preparing for the physical move, which will take place in early summer. Operational protocols and procedures to address the use of the facility by faculty, staff, students, and the community have been defined. The recruitment of a director of production and events for the performance venues is underway. The artist selection process for the public art installation is moving forward. The number of submissions has been narrowed down to four finalists who will present their proposals on campus. It is expected that the artwork installation will take place in 2023. A comprehensive update will be provided to the Committee at its fall meeting.

Capital Infrastructure Improvement Projects

The College received \$4.7M from the state last year to address capital infrastructure and deferred maintenance projects. An additional \$1.0M was provided in March 2021 for use on any shovel ready infrastructure project. These funds were used to complete the campus roadway/sidewalk improvement project and for the Calvert Hall HVAC system replacement and electrical upgrades, which are currently underway. FY22 state infrastructure funding will be utilized to replace all windows in Calvert Hall with modern, historically accurate frames. Further, available FY21 funding will be used to replace the slate roofing and to repair the exterior brick masonry. The Schaefer Hall HVAC replacement design specifications should be completed in Summer 2022. The project is expected to start in late Spring 2023.

Technology Overview

The Information Technology Advisory Council was formed to further institutional technology goals by serving in an advisory role on procedural, organizational, and support issues as they relate

to academic services and business practices affected by technology use. The Council held its first meeting in April and plans to meet monthly beginning in Fall 2022.

The College is moving forward with bringing 100Gb broadband capability to campus. This increased capability will support the growing academic, administrative, and student demands, as well as the potential for an Applied Data Science academic major in the future. The 100Gb pipe is expected to arrive on campus in late Summer 2022. This increased broadband capacity will require major upgrades to the College's IT infrastructure. An assessment of those requirements is underway.

Replacement of the current legacy phone system with state-of-the-art VOIP instruments is progressing. More than 600 of the new phones have been installed across campus. Training and cutover to the new system should occur in the June timeframe.

The Office of Information Technology has implemented the Information Security Awareness program as part of the College's Cybersecurity Awareness Initiative. All faculty, staff, and students were provided with instructions for completing the cybersecurity training course entitled *Security Awareness Essentials*. Executive Council members will complete specialized training entitled *Information Security for Executives* in addition to the *Security Awareness Essentials* course. Moving forward, specialized training will be provided as needed to specific offices. All new students will be required to complete the cybersecurity awareness training prior to enrolling.

The Enterprise Resource Planning software implementation continues. The Human Resources and Payroll module is scheduled to go-live later this summer. The Student module should be ready for implementation in early 2023.

The Maryland Heritage Interpretive Center

The project went out for solicitation in April 2022 with bids due in mid-May. Funding in the amount of \$4.7M for the final design and initial construction of the Maryland Heritage Interpretive Center is included in the current year state budget.

Mattapany Road Improvements/Howard Right of Way Action

The College, Historic St. Mary's City, and the St. Mary's County Department of Public Works have developed a conceptual design plan for safety improvements to Mattapany Road. These improvements would make the road significantly safer for motorists, pedestrians, and bicyclists, while minimizing the impact to historical resources. The St. Mary's County Department of Public Works has requested funding support from the County Commissioners in their annual capital improvement submission.

Historic St. Mary's Commission Report

Historic St. Mary's City Commission Executive Director Regina Faden announced that Rear Admiral Tim Heely, USN Retired, would begin his tenure as chair of the Commission on July 1st, 2022. The Commission has been awarded a \$315K grant by the National Endowment for the Humanities to support the production of interactive interpretive elements called Storytellers. The new Maryland Dove is scheduled to arrive on August 27th, after which a celebration for the state's newly commissioned ship will take place at Historic St. Mary's City.

Action Items

II.A. Approval of the FY23 Plant Fund Capital Budget

The proposed FY23 Plant Budget, in the amount of \$1.403M, is completely funded by student facility fees. The Committee reviewed the proposed FY23 Priority A plant projects. A motion to approve the action item was made by Committee Chair Donny Bryan '73. The Committee approved the action item unanimously and will provide its endorsement to the Finance, Investment, and Audit Committee, who will present the item to the Board of Trustees for approval at its May 13, 2022 meeting.

II.B. Approval of the FY24-FY28 State Capital Budget Proposal

The proposed FY24-FY28 state-funded capital budget request includes funding of various campus infrastructure improvements, funding for the design and renovation of Montgomery Hall, and initial design costs associated with interior improvements and ADA compliance issues in Calvert Hall. A summary of the FY24-FY28 state capital budget request and a comparison to the Governor's Five-Year Capital Improvement Plan were provided to the Committee. A motion to approve the action item was made by Committee Chair Donny Bryan '73. The Committee approved the action item unanimously and will provide its endorsement to the Finance, Investment, and Audit Committee, who will present the item to the Board of Trustees for approval at its May 13, 2022 meeting.

II.C. Approval of the Annual Facilities Condition Report

The Technology, Buildings, and Grounds Committee is charged with conducting an annual evaluation of the campus facilities and reporting its findings to the Board of Trustees. Overall, the report indicated that the campus remains in good condition. Deferred maintenance remains a concern and actions are planned to prioritize renovation efforts based on the facilities condition index. The state-funded infrastructure improvements projects, included in the Governor's capital budget, is projected to provide \$15.0M from FY23 to FY28, which will reduce our deferred maintenance and improve campus functionality. A motion to approve the action item was made by Committee Chair Donny Bryan '73. The motion was seconded and the action was approved unanimously.

The meeting adjourned at 10:35 a.m.