

Middle States Commission on Higher Education Institutional Profile 2015-16

[0177] St. Mary's College of Maryland

A. General Information

	Data on File (2014-15)	IP Data (2015-16)
Institution Name	St. Mary's College of Maryland	St. Mary's College of Maryland
IPEDS ID	163912	163912
OPE ID	00209500	00209500
Address	47645 College Drive St. Mary's City, MD 20686 3001	47645 College Drive St. Mary's City, MD 20686 3001
Telephone	240 895 2000	240 895 2000
Fax	240 895 4462	240 895 4462
Website	www.smcm.edu	www.smcm.edu
Student Achievement Website*	http://www.smcm.edu/ir/smcm-glance/	www.smcm.edu/ir/smcm-glance/
Control	Public	Public
Affiliation Type	Government-State	Government-State
Affiliated Organization:	Maryland	Maryland
2010 Carnegie Classification	Baccalaureate - Arts & Sciences	Baccalaureate - Arts & Sciences
Calendar	Semester	Semester
Degree Granting Authority Type	State/State Office	State/State Office
Degree Granting Authority State or Country	Maryland	Maryland
Licensed to Operate in	MD	MD
Related Entities		
Name, State, Country	none	none

Approved Degree or Certificate Levels

Indicate the number of programs of study that your institution currently offers within each approved degree or certificate level. The degree levels reported here should be the degrees or certificates currently offered by the institution and approved within the scope of accreditation. The degree or certificate levels reported in the IP must match the institution's approved degree or certificate levels. Please ensure these are accurate as changes to degree or certificate levels fall under MSCHE Substantive Change policy.

Substantive change (prior approval) is required to add degree/certificate levels. Please see instructions for more detail.

	Data on File (2014-15)		IP Data (2015-16)	
	Approved	Number of Programs	Approved	Number of Programs
Postsecondary Award/Cert/Diploma (< 1 year)	no	0	no	0
Postsecondary Award/Cert/Diploma (>=1 year, < 2 years)	no	0	no	0
Associate's	no	0	no	0
Postsecondary Award/Cert/Diploma (>= 2 years, < 4 years)	no	0	no	0
Bachelor's	yes	23	yes	25
Postbaccalaureate Award/Cert/Diploma	yes	2	yes	2
Master's	yes	1	yes	1
Post-Master's Award/Cert/Diploma	no	0	no	0
Doctor's - Professional Practice	no	0	no	0
Doctor's - Research/Scholarship	no	0	no	0
Doctor's - Other	no	0	no	0
Initial Accreditation	1959		1959	
Last Reaffirmed	2010		2010	
Next Self-Study Visit	n/a		n/a	
Next Periodic Review Report (PRR)	n/a		n/a	
MSCHE Staff Liaison	Dr. Tito Guerrero		Dr. Tito Guerrero	

Notes

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B. Key Contacts

Key Contact

Chief Executive Officer

Data on File (2014-15)

Dr. Tuajuanda Jordan
President
18952 E. Fisher Rd.
St. Mary's City, MD 206863001

Phone: 240 895 4410
Fax: none
Email: president@smcm.edu

IP Data (2015-16)

Dr. Tuajuanda Jordan
President
47645 College Drive
St. Mary's City, MD 20686-3001

Phone: 240 895 4410
Fax: none
Email: president@smcm.edu

Chief Academic Officer

Dr. Laraine M. Glidden
*Interim Vice President for Academic Affairs and
Dean of Faculty*
Calvert Hall
18952 E. Fisher Rd.
St. Mary's City, MD 20686-3001

Phone: 240 895 4389
Fax: none
Email: limglidden@smcm.edu

Dr. Michael Wick
Provost and Dean of Faculty
47645 College Drive
St. Mary's City, MD 20686-3001

Phone: 240 895 4389
Fax: none
Email: mrwick@smcm.edu

Chief Financial Officer

Mr. Charles (Chip) Jackson
Vice President for Business and Finance
18952 E. Fisher Rd.
St. Mary's City, MD 206863001

Phone: 240 895 4413
Fax: none
Email: ccjackson@smcm.edu

Mr. Charles (Chip) Jackson
*Vice President for Business and
Finance*
47645 College Drive
St. Mary's City, MD 20686-3001

Phone: 240 895 4413
Fax: none
Email: ccjackson@smcm.edu

Chief Information Technology Officer

Dr. Michael Gass
*Assistant Vice President for Information
Technology*
18952 E. Fisher Rd.
St. Mary's City, MD 206863001

Phone: 240 895 3655
Fax: none
Email: cmgass@smcm.edu

Mr. Christopher Burch
*Assistant Vice President of Information
Technology*
47645 College Drive
St. Mary's City, MD 20686-3001

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Fax: none
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Accreditation Liaison Officer

Dr. Laraine M. Glidden
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Phone: 240 895 4389
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Dr. Michael Wick
Provost and Dean of Faculty
47645 College Drive
St. Mary's City, MD 20686-3001

Phone: 240 895 4389
Fax: none
Email: mrwick@smcm.edu

Coordinator of Distance Education

none

none

Coordinator of Outcomes Assessment

Dr. Laraine M. Glidden
*Interim Vice President for Academic Affairs and
Dean of Faculty*
Calvert Hall
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Phone: 240 895 4389
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Dr. Michael Wick
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Phone: 240 895 4389
Fax: none
Email: mrwick@smcm.edu

Coordinator of Institutional Research Functions

Mr. Mark Heidrich
*Assistant Vice President for Academic
Administration*
18952 E. Fisher Rd.
St. Mary's City, MD 206863001

Dr. Anne Marie Brady
Director of Institutional Research
47645 College Drive
St. Mary's City, MD 20686-3001

Phone: 240 895 2103

Phone: 240 895 2103 Fax: none
Fax: none Email: ambrady@smcm.edu
Email: mheidrich@smcm.edu

Chair: Self-Study Steering Committee

Mr. Mark Heidrich none
Assistant Vice President for Academic Administration
18952 E. Fisher Rd.
St. Mary's City, MD 206863001

Phone: 240 895 2103
Fax: none
Email: mheidrich@smcm.edu

Co-Chair: Self-Study Steering Committee

Dr. Cynthia Koenig none
Associate Professor of Psychology
18952 E. Fisher Rd.
St. Mary's City, MD 206863001

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Person in the President's Office To Whom MSCHE Invoices Should be Sent

Dr. Laraine M. Glidden Dr. Michael Wick
Interim Vice President for Academic Affairs and Provost and Dean of Faculty
Dean of Faculty 47645 College Drive
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18952 E. Fisher Rd.
St. Mary's City, MD 20686-3001

Phone: 240 895 4389
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Email: lmgidden@smcm.edu

Phone: 240 895 4389
Fax: none
Email: mrwick@smcm.edu

Person Who Should Receive a Copy of MSCHE Invoices (Optional)

Mr. Mark Heidrich none
Assistant Vice President for Academic Administration
18952 E. Fisher Rd.
St. Mary's City, MD 206863001

Phone: 240 895 2103
Fax: none
Email: mheidrich@smcm.edu

Person Completing IP Financials

Mr. Gabriel Mbomeh Mr. Gabriel Mbomeh
Director of Accounting/Comptroller Director of Accounting/Comptroller
18952 E. Fisher Rd. 47645 College Drive
St. Mary's City, MD 20686-3001 St. Mary's City, MD 20686-3001

Phone: 240 895 4305
Fax: 240 895 4281
Email: gambomeh@smcm.edu

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Person Completing IP (Key User)

Ms. Anne Marie Brady Dr. Anne Marie Brady
18952 E. Fisher Rd. *Director of Institutional Research*
St. Mary's City, MD 206863001 47645 College Drive
St. Mary's City, MD 20686-3001

Phone: none
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Click here to indicate that you have reviewed and updated the entire list of Key Contacts above.
(Required to "Lock Down" the IP data)

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C. Student Achievement

1. Awards Granted

Report all degrees or other formal awards conferred by your institution between July 1, 2014, and June 30, 2015. If an individual received two degrees at different levels during the specified time period, report each degree in the appropriate category.

Please see the instructions for specific inclusions and exclusions.

Awards	Data on File (2013-14)	IP Data (July 1, 2014 - June 30, 2015)
Postsecondary Certificate (less than 1 year)	0	0
Postsecondary Certificate (>= 1 year, < 2 years)	0	0
Associate's	0	0
Postsecondary Certificate (>= 2 years, < 4 years)	0	0
Bachelor's	432	427
Postbaccalaureate Certificate	0	0
Master's	24	29
Post-Master's Certificate	0	0
Doctor's - Professional Practice	0	0
Doctor's - Research/Scholarship	0	0
Doctor's - Other	0	0

Screening Question

Did your institution report Outcome Measures to IPEDS in the most recent survey? no yes

2. Outcome Measures

The Outcome Measures component collects award and enrollment data from degree-granting institutions on four undergraduate cohorts at two points in time: six-year and eight-year.

The four cohorts of degree/certificate-seeking undergraduates are:

- Full-time, first-time
- Part-time, first-time
- Full-time, non-first-time
- Part-time, non-first-time

All reporting institutions will report on an entering cohort year: 2007

Award Status at Six Years. IP Data (2015-16)

	2007 cohort	Exclusions to 2007 cohort (through August 31, 2013)	Adjusted 2007 cohort	Awarded by your institution (through August 31, 2013)	Percent of adjusted cohort who received an award from your institution by August 31, 2013
First-time entering					
Full-time	464	0	464	368	79
Part-time	0	0	0	0	0
Non-first-time entering					
Full-time	65	0	65	46	71
Part-time	2	0	2	2	100

Award and Enrollment Status at Eight Years. IP Data (2015-16)

	2007 cohort	Exclusions to 2007 cohort (through August 31, 2015)	Adjusted 2007 Cohort	Awarded by your institution (through August 31, 2015)	Students who did not receive an award from your institution by August 31, 2015				Percent of adjusted cohort who received award from your institution by August 31, 2015	Percent of adjusted cohort who are still enrolled (at institution or another institution)
					Number still enrolled at your institution	Number who subsequently enrolled at another institution	Number of students whose subsequent enrollment status is unknown	Total number who did not receive an award from your institution		
First-time entering										
Full-time	464	0	464	369	0	0	95	95	80	0
Part-time	0	0	0	0	0	0	0	0	0	0
Non-first-time entering										
Full-time	65	0	65	48	0	0	17	17	74	0
Part-time	2	0	2	2	0	0	0	0	100	0

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D. Enrollment (Unduplicated)

1. Fall Enrollment

	Data on File (fall 2014)		IP Data (fall 2015)	
	Undergraduate	Graduate	Undergraduate	Graduate
Total credit hours of all part-time students	431	6	398	0
Minimum credit load to be considered a full time student per semester	12	9	12	9
Full-Time Head Count	1626	31	1646	27
Part-Time Head Count	62	2	60	0

2. Credit Enrollment (fall 2015)

	Data on File (fall 2014)	IP Data (fall 2015)
Number of Students matriculated, enrolled in degree programs (Undergraduate + Graduate)	1699	1711
Number of Students not matriculated, enrolled in credit-bearing courses	22	22

3. Non-Credit Enrollment (Prior Year)

	Data on File (2013-14)	IP Data (July 1, 2014 - June 30, 2015)
Number of Students enrolled in non-credit, graduate level courses	0	0
Number of Students enrolled in non-credit, undergraduate level and other continuing education (excluding avocational) courses	0	0
Number of Students in non-credit avocational continuing education courses	0	0

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E. Distance and Correspondence Education

Distance education means education that uses one or more technologies to deliver instructions to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor. See the Instructions for a full explanation.

Part 1. Distance Education

Substantive change (prior approval) is required to offer Distance Education Programs.

	Data on File (2013-14)	IP Data (July 1, 2014 - June 30, 2015)
Screening Question		

Did your institution, in the most recent prior year (July 1, 2014 - June 30, 2015), offer distance education courses, as defined in the Instructions? No No

Part 2. Correspondence Education

Correspondence education means: (1) Education provided through one or more courses by an institution under which the institution provides instructional materials, by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor; (2) Interaction between the instructor and the student is limited, is not regular and substantive, and is primarily initiated by the student; (3) Correspondence courses are typically self-paced; and (4) Correspondence education is not Distance education.

Substantive change (prior approval) is required to offer Correspondence Education Programs.

	Data on File (2013-14)	IP Data (July 1, 2014 - June 30, 2015)
Screening Question		
Did your institution, in the most recent prior year (July 1, 2014 - June 30, 2015), offer Correspondence education courses?	No	No

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F. Other Regional, National, and Specialized Accreditation

1. Accreditors Recognized by the U.S. Department of Education

Please list any other accrediting organizations that accredit your institution or its programs.

Data on File (2014-15)	IP Data (2015-16)
Accreditors Recognized by U.S. Secretary of Education	Accreditors Recognized by U.S. Secretary of Education
▪ none	none

2. Other Accreditors

Please list any other accrediting organizations that accredit your institution or its programs.
Please separate each accreditor by semi-colon (;).

American Chemical Society (ACS); American Society for Biochemistry and Molecular Biology (ASBMB); Maryland State Department of Education (MSDE)

Notes

Information in the Notes section does not constitute formal notice to the Commission. It is explanatory and contextual for any evaluator or other person reading the Institutional Profile. **Please do not exceed 500 characters.**

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G. Instructional Personnel (Fall)

	Data on File (fall 2014)		IP Data (fall 2015)	
	Full-Time Headcount	Part-Time Headcount	Full-Time Headcount	Part-Time Headcount
Total Faculty	147	47	146	29

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H. Other Geographical Locations

H-1. Study Abroad

This section is only required if your institution's Self-Study Visit is scheduled for 2016-17 or 2017-18.

Note:

Your institution's next Self-Study Visit is scheduled for 0-1.

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H-2. Branch Campuses

The Commission defines a "Branch Campus" as a domestic or international location of an institution that is geographically apart, independent of the primary/main campus of the institution, and at which the institution offers at least 50% of the requirements of an educational program. The branch campus is considered independent of the main campus if it is permanent in nature; offers courses in educational programs leading to a degree, certificate, or other recognized educational credential; has its own faculty and administrative or supervisory organization; and has its own budgetary and hiring authority.

Substantive change (prior approval) is required to add, close, relocate or reclassify Branch Campuses. Please see instructions for more detail.

**Data on File
(2014-15)**

No Branch Campuses.

**IP Data
(2015-16)**

No Branch Campuses.

**Middle States Commission on Higher Education
Institutional Profile 2015-16**

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H-3. Additional Locations

The Commission defines an "Additional Location" as a domestic or international location, other than a branch campus or an other instructional site, that is geographically apart from the primary/main campus and at which the institution offers at least 50% of the requirements of an educational program. Additional locations may include sites and locations utilized or established for limited, rather than ongoing provision of programs. If a location does not meet the 50 percent or more rule, it should be treated as an "Other Instructional Site."

Substantive change (prior approval) is required to add, close, relocate or reclassify Additional Locations. Please see instructions for more detail.

**Data on File
(2014-15)**

No Additional Locations.

**IP Data
(2015-16)**

No Additional Locations.

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H-4. Other Instructional Sites

MSCHE defines an "Other Instructional Site" as any off-campus site, other than those meeting the definition of a Branch Campus or an Additional Location, at which the institution offers one or more courses for credit. Sites designated as Other Instructional Site do not require substantive change approval (except to reclassify them to a Branch Campus or Additional Location).

Do not report a site as an Other Instructional Site if 50% or more of a program can be completed at the site.

Data on File
(2014-15)

No Other Instructional Sites.

IP Data
(2015-16)

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I. Financial Information (Part 1)

Report the same Operating and Non-Operating expenses on the Institutional Profile that your institution reports to IPEDS (Integrated Postsecondary Higher Education Data Systems). The IPEDS Part and Line numbers are noted for each data element listed. * denotes a required field.

Verify the Fiscal Year Begin and Fiscal Year End dates. The default dates displayed represent the most recent fiscal year for which you would have audited financial statements.

Report financial data in whole dollars. Round cents to the nearest whole dollar. For example, enter 124, not 123.65.

Do not enter data in thousands of dollars. For example, enter 1,250,000, not 1,250.

Enter negative numbers using a minus sign. For example, enter -100,000, not (100,000).

Complete every field for which you have financial data. Shaded information cannot be modified online.

	Data on File Fiscal Year Ending 2014	IP Data Fiscal Year Ending 2015
Which reporting standard is used to prepare your institution's financial statements? Your selection determines the value in the column IPEDS Part-Line below. FASB (Financial Accounting Standards Board) GASB (Governmental Accounting Standards Board)	GASB	GASB
Note: For Private and International institutions, the value is automatically set to FASB. FASB is the closest equivalent to the standard used by International institutions.		
Is your institution's Auditor's report on financial statements Unqualified or Qualified? (Click on the '?' Instructions' link for assistance.)		Unqualified
Fiscal Year Begin	7/1/2013	7/1/2014
Fiscal Year End	6/30/2014	6/30/2015
Does your institution allocate Operation & Maintenance of Plant expense?	Yes	Yes
Does your institution allocate Depreciation Expense?	Yes	Yes

	IPEDS Part-Line	Data on File Fiscal Year Ending 2014 Expenses	Includes O&M	IP Data Fiscal Year Ending 2015 Expenses	Includes O&M
Instruction	C-01	\$26,059,275	\$2,215,566	\$26,547,932	\$2,568,596
Research	C-02	\$680,798	\$57,882	\$417,919	\$40,435
Public Services	C-03	\$73,030	\$6,210	\$67,508	\$6,532
Academic Support	C-05	\$2,927,140	\$248,866	\$2,475,556	\$239,518
Student Services	C-06	\$7,513,755	\$638,821	\$7,994,468	\$773,490
Institutional Support	C-07	\$14,130,979	\$1,201,420	\$14,891,689	\$1,440,818
Operation and Maintenance of Plant	C-Col 4		\$4,368,765		\$5,069,389
Scholarships and Fellowships	C-10	\$2,254,256	\$0	\$2,190,904	\$0
Auxiliary Enterprises	C-11	\$0	\$0	\$10,950,016	\$0
Hospital Services	C-12	\$0	\$0	\$0	\$0
Independent Operations	C-13	\$0	\$0	\$0	\$0
Other Expenses	C-14	\$0	\$0	\$0	\$0
Total Expenses		\$53,639,233		\$65,535,992	

Notes

(From IPEDS report) Beginning Net Position was restated by \$9,087,697 due to the implementation of GASB #68 a change in accounting principles.

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I. Financial Information (Part 2)

REMINDER: Please make sure to use the TAB key instead of the ENTER key to navigate from field to field. The ENTER key will cause the data to be submitted (i.e., clicking on the Update button).

Report the same data on the Institutional Profile in Section 2A below that your institution reports to IPEDS. The IPEDS Part and Line numbers are noted for each data element listed.

Report the data on the Institutional Profile in Section 2B below which can be obtained from your institution's audited financial statements and/or supporting documents.

Report financial data in whole dollars. Round cents to the nearest whole dollar. For example, enter 124, not 123.65.
Do not enter data in thousands of dollars. For example, enter 1,250,000, not 1,250.

Complete every field for which you have financial data. Fields marked with an asterisk are required. You will not be able to "lock down" your data and submit the Institutional Profile if these fields are not completed.

Shaded information cannot be modified online.

	IPEDS Part-Line	Data on File Fiscal Year Ending 2014	IP Data Fiscal Year Ending 2015
SECTION 2A -- Data from IPEDS			
Depreciable Capital Assets, net	A-31	\$143,473,990	\$151,732,375
Total Assets	A-06	\$167,172,339	\$180,712,082
Long-Term Debt (Current Portion)	A-07	\$1,994,447	\$2,289,460
Long-Term Debt (Non-Current)	A-10	\$33,096,273	\$32,293,118
Unrestricted Net Assets	A-17	\$9,475,501	\$3,917,863
Restricted Net Assets (Expendable)	A-15	\$102,445	\$311,161
Restricted Net Assets (Non-Expendable)	A-16	\$1,000,117	\$1,000,117
Invested in Capital Assets, net of related debt	A-14	\$113,397,410	\$121,253,340
Change in Net Assets	D-03	\$5,998,116	\$12,703,932
Net Assets (Beginning of Year)	D-04	\$119,896,671	\$123,975,473
Adjustment to Net Assets (Beginning of Year)	D-05	(\$1,919,314)	(\$10,196,924)
Net Assets (End of Year)	D-06	\$123,975,473	\$126,482,481
Discounts/Allowances (Applied to Tuition & Fees)	E-08	\$6,007,133	\$5,304,063
Tuition and Fees Revenue (Net of Discounts/Allowances)	B-01	\$23,515,407	\$21,767,665
Depreciation Expense	C-Col 5	\$5,571,673	\$5,477,148
SECTION 2B -- Data from Audited Financial Statements and Supporting Documents			
Total Operating Revenue		\$46,503,981	\$46,249,642
Total Operating Expense		\$63,582,232	\$64,189,375
Operating Income/Loss		\$17,078,251	\$17,939,733
Deposits Held by Bond Trustees		\$0	\$0
Principal Payments on Long Term Debt		\$2,035,206	\$1,898,721
Interest Expense on Long Term Debt		\$1,392,718	\$1,346,617

Notes

(From IPEDS report) Beginning Net Position was restated by \$9,087,697 due to the implementation of GASB #68 a change in accounting principles.

Click here to indicate that Mr. Charles (Chip) Jackson has reviewed and approved the data on the "Financial

Information (Part 1)" and "Financial Information (Part 2)" pages.

(Required to "Lock Down" the IP data)

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K. Required Attachments

Please upload the required attachments listed below as soon as all of the items are available but no later than **April 15, 2016**. **NOTE: Each file name needs to include the institution name** (can be abbreviated), **key words for each file** (examples in italics below) **and the fiscal year ending date**.

- A copy of the institution's fiscal year 2015 Audited Financial Statements [**AFS**]. If the institution's Management Letter is included in the AFS file, please use the label [**AFS-Mgmt**].
- A copy of the institution's fiscal year 2015 Management Letter [**Mgmt**]. If the institution does not have a management letter, please put a Note on the Financial Information (Part 1) page.
- A copy of the Finance section of the institution's IPEDS submission [**IPEDS**] for fiscal year 2015 (if you submit annual financial data to IPEDS).
- A copy of the institution's current Catalog [**Catalog**], PDF format preferred. If the catalog is not available in an digital/electronic that can be uploaded, please upload a Word document with the link(s).

File Type	Example File Name
Audited Financial Statements	InstitutionName-AFS 6-30-15
Management Letter	InstitutionName-Mgmt 6-30-15
IPEDS Submission	InstitutionName-IPEDS 6-30-15
Catalog	InstitutionName-Catalog

Upload Files

To upload electronic versions of the documents listed above do the following: (**Note: documents can only be uploaded one at a time.**)

1. Click on the **Add File** link below to display the **Select File to Upload** popup window.
2. Click on the **Browse** button to display the **File Upload** popup.
3. Locate the file to be uploaded in the **File Upload** popup window.
4. Double click on the file or single click on the file and then click on the Open button.
5. The **Select File to Upload** popup window will become the active window and the full pathname of the selected file will be displayed in the textbox.
6. Click on the **Upload** button to upload the selected file to the MSCHE server.
7. The **Select File to Upload** popup window will display a message once the file has been successfully loaded.
8. Close the popup window and repeat steps 1 to 7 to upload another file.
9. The selected file will be listed in the table below after it has been successfully uploaded.

Uploaded Files

File Name	File Type	File Size	Last Updated
SMCM-AFS-Mgmt FY15 6-30-15.pdf	Adobe Acrobat Document	487.57 KB	4/8/2016 9:59:10 AM
SMCM-Catalog 6-30-15.docx	Office Open XML Document	12.83 KB	4/4/2016 4:09:33 PM
SMCM-IPEDS Finance Data FY15 6-30-15.pdf	Adobe Acrobat Document	179.86 KB	4/4/2016 4:09:26 PM

If you are not able to upload the required attachments, please contact:

Mr. Tze Joe
Information Technology Coordinator
tjoe@msche.org