In Attendance By WebEx Video or Phone: Joe Anderson, Betsy Beise for Mary Ann Rankin, Alan Easterling, Anthony Foster, Denise Barnes, Ellen Herbst (Ex Officio), George Hurlburt, Glen Ives, Maria Icaza, Tuajuanda Jordan, Chris Kaselemis, Gary Kessler, Rich Fleming, Matt Scassero, Mike Schroeder, Jack Keane, Eileen Abel (Ex Officio), and Ben Latigo (Ex Officio).

Not in Attendance: Larry Egbert, Maureen Murphy, and Becca Salisbury

Call to Order: The Board was called to order at 5:07 pm by Joe Anderson.

I, Approval of Minutes: Minutes of the December 15th meeting were distributed for approval. A motion was made by Jack Keane to approve the minutes and seconded by Gary Kessler. The motion carried.

II. BOA Nominating Committee: Matt discussed identifying several candidates through school boards, different local organizations, and the medical community. The committee received ideas from Eileen about student representation. The nominating process is still being developed, but the committee is proceeding in this direction: contacting the candidates, and perhaps bringing them as candidates at the next board meeting.

Tuajuanda questioned the criteria for the candidates. Matt specified the starting point is representation of diverse professional skill sets within the different sectors of the community.

Currently, bylaws, which will include roles and responsibilities and term limits for Board members, has not been finalized, but a subcommittee will be formed to work on the bylaws. Matt suggested if the board or independent members have specific concerns or ideas, please let the committee aware, and they will take those under advisement.

Ellen will forward Shady Grove RC Bylaws to use as reference.

III. Industrial Insights: George stated that years prior, he and Joe had visited various industries to determine their expectations, personnel requirements, technological and industrial needs. George suggested revisiting workforce/industry needs with a possible survey with definitive questions to understand what the industrial needs might be from a technological and an industrial point of view. Utilizing SMNA and Patuxent Partnership, a questionnaire could be distributed and popularized online. Gary mentioned the Navy Alliance Workplace Strategy 2030 will be kicking off next month, and they are pulling in key stakeholders from the base. Gary suggested the 1st or 2nd week of February to collaborate and partnership.

IV. Artwork: Eileen expressed concern of all the artwork along the hallways. People who have their artwork currently on exhibit are being asked to remove them. Eileen would like to ask a group of people, perhaps lead by the board, to agree on a process on how this
wall space is utilized. Tuajuanda offered for her Gallery Director to give Eileen a prototype of SMCM guidelines to use as reference to help USMSM formalize this policy.

V. **BIII Update:** Ben reported 58% job completion and 67%-time completion. Construction is on track; they have started prep work to begin on the parking lots.

Eileen discussed the different sign options. There are conversations about different lettering options. Eileen is trying to receive a consensus.

VI. **CAO Report:** The CAO developed the USMSM Program Approval Process Flowchart to guide APAC Members and university partners when programs are submitted for approval by APAC, the Governing Council, and MHEC if appropriate.

The Executive Director and the CAO met virtually with NDMU. The parties discussed issues NDMU raised about their three Elementary Education Proposals submitted in the fall 2019, and the competing proposals from TU and WAU. WAU decided to suspend their Education programs due to declining enrollment and are no longer moving forward with USMSM.

One of the NDMU proposals has gone forward B.A. Elementary Education for Child Care, voted for approval last APAC meeting. As a result, it was determined to move forward with TU Elementary Educations programs, relocating from Waldorf, and MHEC approved.

VII. **Executive Director’s report:**

Return to Campus Protocols - The system has been looking at a lot of the science about doing twice a week testing, particularly for residential campuses where there's a fair amount of population density. We received a letter from the UMDCP Healthcare director this past week, asking us to continue the employee self-monitoring, site based screening, and temp checks; will continue to follow this protocol unless or until conditions change and we are asked to do the site best site-based testing.

Eileen spoke with Theresa Shafer, Kee Abell and Monica, BSU coordinator. There is a real interest, particularly in developing a computer science pathway, program from CSM, through the USMSM, with an attached internship. Leslie indicated that there was an enormous need at the base. Eileen received a commitment from Leslie (and Eileen will follow up with Kee) to try to develop these internships for this program by the fall of 2022.

Eileen also reported Leslie, in particular, is really concerned about the Electrical Engineering pipeline. Eileen will be working with Jehnell Linkins, Engineering Coordinator at the CSM, to discuss recruiting efforts.
Eileen spoke to UMGC, about their cyber security program; they offer cyber security courses at the base. Eileen proposed they offer at the base and at USMSM. Eileen believes it would be a better investment for them; they don't have to duplicate effort.

Eileen suggested reviewing articulation agreements that exist with CSM, and find a solution where we may want to ask institutions to consider offering programs with USMSM.

Eileen spoke with SU representative. Her particular concern is that CSM’s social science program doesn't feed nicely into SU’s social work program. Eileen will discuss concerns with CSM transfer coordinator and the CSM’s Dean of Social Sciences and Humanities to see whether they can tweak their social sciences program to more closely transfer without additional credits. Again, this is a credential for which there is great need in the region.

Eileen had a conversation with Tim McDonough, Vice Chancellor for Communications and Marketing. Eileen came to him to begin moving forward with marketing and branding efforts. Tim stated he was going to work with his team to brainstorm ideas.

VIII. **New Business:** No new business to report.

IX. **Next Meeting:** The next BOA meeting is February 16, 2021.

X. **Adjournment:** There being no other business, Jack moved a motion to adjourn and Gary seconded. The motion passed unanimously. The meeting adjourned at 6:08 p.m.