



BOARD OF REGENTS
Universities at Shady Grove
November 22, 2024

AGENDA FOR PUBLIC SESSION

8:30 A.M.

Call to Order

Chair Gooden

PUBLIC COMMENT

Welcome from Universities at Shady Grove

Executive Director Anne Khademian

Educational Forum: From Challenge to Change

Dean Postmus and
Associate Dean Celestine-Donnor
UMB, School of Social Work

Chancellor's Report

Chancellor Perman

1. Report of Councils

- a. **Council of University System Faculty** Dr.
Haverback
- b. **Council of University System Staff** Dr. Patricio
- c. **Council of University System Presidents** President
Breux
- d. **University System of Maryland Student Council** Ms.
Gambhir

2. Consent Agenda

Chair Gooden

- a. **Committee of the Whole**
 - i. **Approval of meeting minutes from September 20, 2024, Public and Closed Sessions (action)**
- b. **Committee on Advancement**
 - i. **Minutes from the October 22, 2024 meeting (action)**
 - ii. **USM Quasi-Endowment Grant Requests for 2025 (action)**
 - iii. **BOR Policy IX-2.00 – Affiliated Philanthropic Support Foundations, Section IV, Recognition of Existing Affiliated Foundations (action)**
 - iv. **BOR Committee on Advancement Charge (action)**
- c. **Committee on Finance**
 - i. **Approval of meeting minutes from September 16, 2024, Public and Closed Sessions (action)**

- ii. **Approval of meeting minutes from October 30, 2024, Public and Closed Sessions (action)**
 - iii. **The University of Baltimore: Facilities Master Plan 2024-2034 (action)**
 - iv. **University of Maryland Eastern Shore: Increase in Authorization for Athletic Fields Renovation (action)**
 - v. **Towson University: Fieldhouse Renovation and Addition (action)**
 - vi. **Towson University: Towson Center Renovation Project (action)**
 - vii. **UMB Allied Health Air Handler System (action)**
 - viii. **University of Maryland, College Park: Ground Lease of Property for Second Phase Development of Flex Research and Development Project in Riverdale Park (action)**
 - ix. **Salisbury University: Real Property Exchange with Wicomico County (action)**
 - x. **Proposed Amendments to Exempt and Nonexempt Staff Policies on Annual Leave, Personal Leave, Holidays, and Sick and Safe Leave (action)**
- d. **Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare**
 - i. **Approval of meeting minutes from November 6, 2024, Public Session (Action)**
 - ii. **Review of the Committee Charge, Role, and Responsibilities (action)**
 - iii. **Amendments to BOR V-2.10 University System of Maryland Policy on Intercollegiate Athletics (action)**
 - iv. **Annual Report on Institution and BOR Policy Changes Impacting Student-Athletes – Jordan McNair Safe and Fair Play Act Report (information)**
 - v. **Introduction to Student-Athlete Life – A Presentation by Riley Donahue, Student-Athlete from University of Maryland, Baltimore County (information)**
 - vi. **Mid-Year Athletic Directors' Updates – Rotating – UMBC, SU, UMCP (information)**
- e. **Committee on Governance & Compensation**
 - i. **Approval of Meeting Minutes from September 16, 2024 and May 22, 2024 Public and Closed Sessions (action)**
 - ii. **Approval of EPSLS, FIN, and RED Committee Charges (action)**
 - iii. **Review of Policy Library Matrix (information)**
- f. **Committee on Research and Economic Development**
 - i. **Review of Committee Charge (action)**
- g. **Committee on Audit**
 - i. **Open and Closed Audit Committee Minutes from October 23, 2024 meeting (action)**
 - ii. **Proposed changes to policy VI-1.5 – Policy on Reporting of Suspected Child Abuse and Neglect (action)**

3. Review of Items Removed from Consent Agenda

4. Committee Reports

- a. **Committee on Finance**
 - i. **Proposed Amendments to Policy VIII-2.01—Policy on Tuition (action)**
 - ii. **Fall 2024 Enrollment Update and FY 2025 Estimated FTE Report (presentation and information)**
- b. **Committee of the Whole**
 - i. **High Impact Economic Development Activities (HIEDAs) Taskforce (information)**

5. **Reconvene to Closed Session (action)**

Chair Gooden

**From Challenge to
Change:**

*The Evolution of Equity,
and Inclusion at the
School of Social Work*

Judy L. Postmus, Ph.D.,
ACSW

AGENDA

Defining DEI

Myths v Facts

Case Study: Our Transformative Change at the
School of Social Work

Challenges Ahead

Recommendations

DEFINING D.E.I.

DEI, or Diversity, Equity, and Inclusion, is a comprehensive approach that involves ensuring fair treatment, opportunities, and access to resources for all individuals, regardless of their backgrounds, while also recognizing, valuing, and embracing the differences among them.

D-Different
Perspectives
Welcomed

E-Everyone
Benefits

I-Increasing
Access for
ALL

Myths v. Facts

MYTH: DEI is about Political Indoctrination

FACT: DEI is a business strategy aimed at achieving better organizational outcomes

Its focus is on improvement - not on what people should believe.

- As a **business strategy**, DEI at SSW offers programs such as the Dialogue Engagement and Learning Series
 - Enhances decision-making
 - Increases innovation
 - Cultivates skills such as self-awareness, empathy and critical thinking.
- DEI's success as a **business strategy** is measured in concrete outcomes.
 - Increased enrollment
 - Increased professional dev. opportunities
 - Increased financial support for students
 - Greater innovation
 - Improved hiring practices.

MYTH: DEI excludes many groups

FACT:

- DEI is about creating environments where **EVERYONE** can thrive regardless of their background

Ways that **EVERYONE** benefits from DEI initiatives at SSW

- Professional Growth
 - Book Lending Program
 - Scholarships for getting the SW license
- Enhanced Learning and Innovation
 - Training Institute

MYTH:

DEI is Anti-American

FACT:

DEI aligns deeply with core American values, such as equality, opportunity, and fairness.

It seeks to ensure that everyone, regardless of their background, has the chance to succeed and contribute fully to society—principles enshrined in foundational ideals like “liberty and justice for all.”

Far from being “anti-American,” DEI strengthens the country by:

- 1. Promoting Equal Opportunity**
- 2. Allowing talent and hard work to thrive**
- 3. Fostering creativity, collaboration, and competition**
- 4. Driving Innovation and Economic Growth**
- 5. Becoming leaders in the global economy**

Transformative Change at the School of Social Work

From Challenge to Change: Timeline

2014

- Diversity and Anti-Oppression Committee Created

2017

- Climate Assessment by Dr. Damon Williams: Results indicated a great need for deliberate and ongoing efforts to cultivate equity and inclusion

2018

- Several students and alumni write to CSWE saying that the SSW does not meet accreditation standards to educate students to address social justice at all levels. CSWE inquiry follows.

2019

- DEI Taskforce formed: Recommended hiring a full-time Dean to oversee equity and inclusion efforts

2020

- Hire new Dean
- Hire new Associate Dean of Equity and Inclusion

2021

- Associate Dean launches first office of DEI and hires full time staff to support the work

2020-2023

- DEI Office creates Strategic Plan to support task force recommendations: Several impactful initiatives, policies and programs implemented

2024

- SSW considered a leader on campus and a stellar example of best practices at UMB and among Schools of Social Work across the country
- CSWE completes final visit-site visitor asks for support and advice from SSW

What Does D.E.I. Look Like in Practice at School of Social Work?

- Training and workshops
- Supporting Student organizations
- Inclusive curriculum and pedagogy
- Recruitment and retention efforts
- Cultural events and celebrations
- Financial Support and Scholarships
- Research around health and social equity

**D.E.I. at
the School of
Social Work:
*Strategic
Priorities***



Recruitment and Retention



Experience and Climate



Professional Development and Career
Advancement



Scholarship, Service, and Education

Priority 1: Recruitment and Retention

Success and Impact

Created a Taskforce to increase bi-lingual social workers and strengthen the workforce

Facilitated Ongoing Professional Development Trainings

2024: Delivered 8 PD workshops, engaging 405 participants in over 60+ hours of learning.

Created Student Success Programs

1. First Generation
2. Student Emergency Fund: Supports economically disadvantaged students

Priority 2: Experience & Climate

Success and Impact

Gratitude Project: Aimed at boosting morale and creating a culture of care and belonging.

Restorative practices: Since being integrated, our student review process has seen a reduction of student dismissals, creating a supportive learning environment that promotes personal growth.

JEDI Awards: Recognized over 100 individuals for their contributions and have distributed over 40 awards since 2021.

Priority 3: Professional Development and Career Advancement

Success and Impact

Career Advancement

1. SSW introduced a new Professor track for clinical instructors: ***School of Social Work Professor creating a clear promotion pathway.***
2. **Thirty-One** promotions, raises, and equity adjustments in 2023.

Professional Development

1. SSW Launched its own training institute which to date has trained over **400** faculty, staff, students, social work practitioners and community members.
2. Hosted its first SSW Summit earlier this year: **150** participants from **25** organizations attended

Priority 4: Scholarship, Service, & Community

Success and Impact

The Positive School Center supports **30** Baltimore City public schools, is the lead agency for **12** community schools and engaged **4,397** community members.

Through collaborative efforts, which included the DEI Office, we strengthened our scholarship and fellowship efforts, totaling in over \$3.5 million in non-loan aid provided to more than 600 students last year.

8.8% increase in student enrollment from 2023-2024.

Challenges Ahead

Plans from the incoming administration that aim to restrict or remove DEI programs in institutions receiving federal funding, which could affect support services for students.

State Legislation:

Since January 2021, **306** educational bills have been introduced in **45** different states. Many of the enacted bills have led to the elimination of DEI Offices in Higher Education.

Recommendations

Insights from SSW's Journey

- Thank President Jarrell and Chancellor Perman; We could not have gone through this journey without their support
- Support presidents as they strengthen the DEI Infrastructure to support success on their campus
- Advocate with legislators and community leaders to debunk myths and stop the spread of misinformation
 - Communicate how DEI practices create impact and lead to concrete results for our students, our institutions, and the people of Maryland
- Use our SSW as a case study of how the work can evolve in an academic setting and how it helps other institutions in Maryland and across the country

Thank You!



Report to the USM Board of Regents

Chancellor Jay A. Perman

Universities at Shady Grove | November 22, 2024

Thank you, Madame Chair. I add my thanks to Dean Postmus, Associate Dean Celestine-Donnor, and Ms. Speaks for their presentation.

UNIVERSITY EXCELLENCE

I thank our hosts this morning, Dr. Khademian and her team here at the **Universities at Shady Grove**, home to some outstanding recent achievements in access, service, and innovation.

- USG hosts the University of Maryland's Cyber-Physical Systems Engineering program, which has just won accreditation from the Accreditation Board for Engineering and Technology, the very *first* such undergraduate program to do so.
- USG's state-of-the-art dental clinic welcomed 35 fourth-year students from the University of Maryland School of Dentistry to provide critical care to more than 80 uninsured and underserved adults.
- Next month, USG will sign an MOU with the U.S. Treasury Department, designating USG a Center of Excellence and strengthening its role as a leader and convener in helping small businesses and entrepreneurs expand.
- And a few weeks ago, USG hosted the annual Montgomery County Business Hall of Fame induction ceremony. Over a dozen years, the event has raised \$1.7 million to fund scholarships for 2,500 USG students.

USG's fellow regional higher ed center, the **USM at Hagerstown**, has some scholarship news of its own. Last month, USMH announced this year's scholarship recipients—26 students awarded more than \$84,000 in aid.

Last week, the **USM at Southern Maryland** hosted an Autonomy Summit, drawing more than 300 leaders from the Department of Defense, the University of Maryland, and regional industry partners. Participants explored how to ensure the trustworthiness of autonomous systems.

Speaking of autonomous systems, **Bowie State University's** Autonomous Technologies Lab won \$800,000 in DoD funding to acquire cutting-edge robotic systems that will expand the lab's work using AI-enabled software for search-and-rescue operations. Bowie State is also celebrating a new agreement with the U.S. Fish and Wildlife Service, expanding career opportunities for BSU students interested in environmental conservation. And the university held its fourth annual HBCU+ Entrepreneurship Conference this month, welcoming 900 virtual participants and highlighting its expansive opportunities for student entrepreneurs.

Speaking of student entrepreneurship, **Frostburg State University** held its second annual Regional Bobcat Innovation Launch Pad. The theme was Revive & Thrive: Reimagining Rural Resilience, challenging 80 students across 20 majors to develop and test ideas revitalizing rural regions like Western Maryland. In a bid to swell the corps of primary caregivers in Western Maryland, FSU unveiled a streamlined pathway from its BS in Health Science to its master's in Physician Assistant Studies. And I know Frostburg is thrilled that enrollment has climbed for the second consecutive year. More than 4,000 students now call FSU home.

Meanwhile, the **University of Maryland Eastern Shore** is celebrating a *four-year* growth trend. Total enrollment at UMES has eclipsed 3,000 students for the first time in five years. Innovation is also trending up: UMES is now home to the Eastern Shore's first Patent and Trademark Resource Center, helping the university's Center for Entrepreneurship and Innovation bring more value to aspiring entrepreneurs on and off campus. And UMES President Heidi Anderson is newly home from China, where she inked an agreement with Beijing's Zhongyuan Institute of Science and Technology, advancing study abroad, student and faculty exchanges, and joint degree programs.

The **University of Maryland, Baltimore** is—as always—focused on health equity. UMB's School of Pharmacy won a \$10 million NIH grant to support community-led health equity research. The School of Nursing won \$5 million from the Maryland Community Health Resources Commission to reduce cardiovascular health disparities in West Baltimore and improve access to primary and mental health care. And the School of Medicine has launched a Rural Health Equity and Access Elective, training and placing incoming medical students in Eastern Shore practices to shrink rural health disparities. UMB's School of Social Work is building for growth: The school broke ground on a new \$120 million home in Baltimore and began offering in-state tuition to DC residents for its Master of Social Work degree, the only accredited social work program in Maryland to do so.

Towson University has announced a new million-dollar teacher induction partnership with Carroll County Public Schools, providing mentors to work with the county's new teachers. Meanwhile, a \$5 million grant from the U.S. Department of Education's Teacher Quality Partnership will help Towson train and retain teachers across Maryland. Finally, for the fifth year in a row, TU was recognized with a Higher Education in Diversity Award for its outstanding commitment to equity and inclusion.

Coppin State University is strengthening ties with its neighbors. CSU just reopened its Community Garden—a partnership with the American Heart Association and the University of Maryland Medical System—providing space for engagement in nutrition and sustainability. And the university just hosted its annual Closing the Wealth Gap Summit, promoting financial literacy and wealth-building for emerging communities. I'd be remiss if I didn't mention that Coppin welcomed its largest first-year class since 2011. Among them is West Muhammad, a 14-year-old cybersecurity engineering major—the youngest freshman in Coppin's history.

Salisbury University is celebrating campus transformation. The new Henson Planetarium opens up opportunities for students studying astronomy and astrophysics, while a \$60 million renovation of Blackwell Hall will turn the former library into a student services hub. It's expected to open in 2026 as one of the System's first net-zero buildings, burnishing Salisbury's environmental credentials. *The Princeton Review* ranks SU among the nation's 30 most sustainable colleges, citing its strong academic programs in environmental studies and a green campus infrastructure.

Speaking of sustainability, the Chesapeake Biological Laboratory at the **University of Maryland Center for Environmental Science** has announced a landmark \$1 million gift from longtime supporters Brian Hochheimer and Marjorie Wax. The gift will establish the lab's *first-ever* endowed professorship.

At the **University of Maryland, Baltimore County**, the UMBC-led GESTAR II center has clinched a two-year, \$47 million extension of its cooperative agreement with NASA, advancing the agency's space missions and enriching earth science scholarship. UMBC also won a \$900,000 grant to investigate whether a popular AI technology, called "digital twinning," can help in the battle against diseases like Parkinson's, Alzheimer's, and multiple sclerosis. And UMBC's new Institute of Politics made a mark this election season. The inaugural UMBC Poll was featured in several state and national news outlets, and Director Mileah Kromer was in high demand for political analysis.

The **University of Baltimore** was also prominently featured in the run-up to the election. Its work in civic engagement has earned a *raft* of national awards—the latest, its third gold medal from the ALL IN Campus Democracy Challenge, recognizing UBalt for having the highest voting rate among U.S. four-year universities, the highest voter registration rate, and reliably strong programs in civic education and engagement.

The **University of Maryland Global Campus** knows something about civic and national service. UMGC has launched Credit for Military Rank, a program motivating active-duty and retired enlisted service members to complete their undergraduate degrees. Service members earn academic credit for the skills and experience they gain as they rise through the military ranks.

The **University of Maryland, College Park** is celebrating its rank among the nation's top schools for student innovation and entrepreneurship. In the 2025 rankings put out by *The Princeton Review* and *Entrepreneur* magazine, UMD placed seventh across all U.S. universities—and fifth among publics. It's UMD's 10th straight year in the top 10. In addition, College Park is part of a \$7 million award to help AI-powered large language models improve on writing code for supercomputers. And with a \$1.8 million U.S. Department of Transportation grant, UMD is launching a drone-delivery program to bring essential medications to residents on the remote Smith Island. Finally, UMD alumnus Jason Reynolds, bestselling author of young-adult novels, is one of 22 MacArthur "genius" grant winners.

UNIVERSITY RANKINGS

At our September meeting, I took a few minutes to celebrate the excellence of our universities, as reflected in national rankings. Since then, *U.S. News and World Report* has released its annual *undergraduate* rankings. And again this year, our universities didn't disappoint.

College Park ranks 44th among National Universities, and 17th among publics. Its undergraduate engineering program is 16th overall, and several programs had Top 15 showings, including Management Information Systems, Aerospace, and Artificial Intelligence.

UMBC is ranked 15th in Best Undergraduate Teaching and 14th in Most Innovative Schools. UMB's School of Nursing is No. 13 in the nation. In the rankings of Regional Public Universities in the North, Frostburg State is 32nd; UBalt, 29th; Salisbury, 17th; and Towson, fifth. In the rankings of HBCUs, Bowie State (11th), UMES (16th), and Coppin State (27th) all took their place in the nation's top 30. It also bears noting that half of our universities—Bowie, Salisbury, Towson, UMD, UBalt, and UMGC—were named among the *Military Times*' Best for Vets.

THE COST AND VALUE OF THE USM

I want to mention another ranking that's particularly important right now. Each year, the College Board breaks down the in-state cost of attending a public university. For Maryland undergraduates, that in-state cost—tuition and fees together—averages just over \$11,000. That's in the middle of all 50 states, below the national average, and *well* below our neighboring states.

In part, that's a tribute to our efficiency as a System. And here I'll cite another ranking: According to the National Center for Education Statistics, the USM Office is the fourth most efficient central office in U.S. higher ed. Central administrative costs comprise well under 1% of the System's overall budget.

But our affordability is largely a credit to the vision and generosity of state leaders, who have long valued higher education, and long invested in it. Certainly, we're concerned about Maryland's forecasted \$2.7 billion deficit. At the same time, with our voices, our programs, and our partnership, we've supported worthy legislative priorities: the K12 Blueprint, the ENOUGH Act and associated anti-poverty initiatives.

So we do understand the state's budgetary position. Still, in every meeting I have with Maryland's leaders, I stress what significant cuts would mean for us and for those we serve, and what those impacts, in turn, would mean for Maryland's workforce and our wealth, for the innovation that lifts the state and the economic mobility that lifts its people.

ENROLLMENT STRENGTH

And, finally, lest I end on a challenge, I'll turn, instead, to a triumph. I've mentioned throughout this report the good news of enrollment at our various schools. But that good news doesn't reflect only *pockets* of growth. With apologies to Associate Vice Chancellor Muntz, I'm going to steal just a portion—the *best* portion—of his enrollment report.

With another year of growth, our undergraduate numbers are back to pre-pandemic levels, and we have our second highest undergrad total in USM history. That's not all: We have our *largest-ever* first-time, full-time class—breaking last year's record. Together, our HBCUs have their largest first-year class in 16 years.

This is good news any way you look at it. But if you consider our numbers in the national landscape, they're incredible. Nationwide, first-year enrollment dropped 5% overall—plummeting 8.5% at public universities. At U.S. colleges with high Pell-eligibility rates, first-year enrollment was off by more than 10%.

Our good news amid all the bad suggests that, for the many headlines about disengagement from higher ed, skepticism of higher ed—in Maryland, anyway, we're making the case that college *is* worth it; that what we offer students will affordably get them to where they want to be. I'm deeply grateful to everyone doing the work that holds us to that promise.

Madame Chair, this concludes my report.

###

2024 CUSF Regent Report November (1)



COUNCIL *of* UNIVERSITY SYSTEM FACULTY

Regents Report November 22, 2024

This is a summary report of The Council of University System Faculty (CUSF) activities since our last submission in September. The Tri-Council meeting was held on November 19, 2024, at UMBC. The next CUSF General Body Meeting will be held on December 10, 2024.

CUSF Meetings

CUSF General Body Meeting: October 28, 2024

A Council on University System Faculty General Body Meeting was held on October 28, 2024. The meeting was an in-person meeting (with a virtual option) at Towson University (TU). We were very pleased with the high rate of attendance, as this was our first in-person meeting of the year and our first meeting at TU in a long time. Introductions were made to new members, some of whom we had not met in person before.

At this meeting, Chancellor Perman greeted CUSF. He gave a USM update and reported on various topics of import for faculty. He took a great deal of time to answer questions from faculty and also thanked CUSF and USM faculty for the hard work they do and dedication to their students.

Towson University's President Mark Ginsberg joined the CUSF meeting, as well. He has now been at TU for a year, and he started by introducing himself, sharing updates from TU, and giving an overview of the university. USM Senior Vice Chancellor for Academic and Student Affairs, Alison Wrynn and CUSF Chairperson Heather Haverback both shared updates and answered questions.

During this meeting, CUSF passed a resolution (brought forth by the Legislative Affairs Committee) regarding the election and number of CUSF members of the C7 taskforce. This resolution was shared with Dr. Wrynn.

USM Senate Chairs' Meeting: November 5, 2024

The USM Senate chairs meeting was on November 5, 2024. This meeting was held in-person (with a virtual option) in the Colwell Center Multi-Purpose Room. Tom Abrams, CUSF Vice-Chair, and Heather Haverback, CUSF Chair, greeted the USM Senate Chairs. Senior Vice Chancellor Alison Wrynn shared USM updates and answered questions. Chancellor Perman was also in attendance. He gave updates and had a discussion with the chairs. Dr. Kayla Liggett-Creel from the University of Maryland, Baltimore and Dr. Charles Adams from Bowie State gave a presentation on University Community Engagement Programs – two models at the USM. Then,

the USM Senate Chairs had an opportunity to introduce themselves and share information from their campuses.

Executive Committee

The Executive Committee members are:

- Heather Rogers Haverback, Chair- Towson University
- Tom Abrams, Vice Chair- University of Maryland, Baltimore
- Loretta N. Baryeh, Secretary- Coppin State University
- Lorenda Naylor, At Large Member- University of Baltimore
- Nagaraj Neerchal, At Large Member- University of Maryland, Baltimore County

The Executive Committee met on October 2, 2024, and November 6, 2024. At both meetings Heather Haverback, Alison Wrynn, and Kelsey Beckett shared updates/reports with the committee. The Executive Committee discussed issues and ideas brought forth by members and future meeting agendas. We are awaiting the committee's decisions on the initiatives they would like to formally bring to GB.

Awards Committee

Chairperson- Ben Arah, Bowie State University

The CUSF Awards Committee members have been invited and agreed to participate in this year's work. The following faculty members are serving on the committee: Lorenda Naylor, Michel Cukier, James Pierson, and Atma Sahu. At our meeting, CUSF reviewed and approved the list of members for the 2024-2025 USM-BOR's Faculty Awards Committee.

After the CUSF October 2024 meeting, the committee members were to agree on the most suitable time to meet and review the "ranked" applications. The deadline for this year's application is Friday, November 15, 2024. Subsequently, the members will receive the applications to begin the initial review and ranking before their December 2024 meeting date.

The committee will then select and recommend some excellent candidates to the USM for consideration.

Education Policy Committee

Chairperson- Dr. Mary Crowley, University of Maryland Global Campus

The committee began the AY thinking our priorities would be: A two-page summary of what we've learned about generative AI uses in the college classroom, accompanied by an annotated bibliography, possibly shared as a Wakelet or Google Sharedoc for crowd sharing with faculty across the USM; A meeting with Alison Wrynn, USM's Senior Vice Chancellor for Academic and Student Affairs, to discuss whether the BOR or the Chancellor wants CUSF to develop a policy or guidance document for the USM faculty and student affairs and related teams on appropriate instructional and research uses of generative AI; and a 5-min. YouTube presentation on how to use AI in the classroom

MHEC-FAC, the Kirwan Center, and the Chancellor are urging USM faculty to get up to speed on how to use and integrate generative AI tools (genAI) into their instruction. They each also have expressed interest in developing a repository of information on genAI instructional and other best practices for the faculty. As a follow-up to CUSF's 2023 & 2024 AI conferences, the committee proposes meeting these needs, perhaps in collaboration with MHEC-FAC and the Kirwan Center, by focusing on how faculty can use genAI for everything from emails to grading rubrics. We would approach the various USM centers for instructional excellence to solicit 5-minute videos from USM faculty on practical ways genAI can be used as a productivity and instructional tool, which we would post in a CUSF channel on YouTube, along with any supplemental materials they reference.

After the committee's October deliberations, they are adjusting their AY priorities to be as follows: Responding to the Chancellor's call last month for CUSF to help socialize the use of artificial intelligence tools in day-to-day tasks among faculty on all campuses; Planning to release a Call for Proposals to all USM faculty, soliciting participants for 5-min. videorecorded interviews in which faculty members describe how they use AI in their daily tasks; Developing a Wakelet for sharing resources, such as the annotated bibliography we wrote for the first conference, best practices resource in the USM, etc.; and Coordinating this work with MHEC-FAC, which also wants to develop a best practices and resources repository or training for faculty.

There's interest on the committee in reviewing the USM workplace professional conduct guidance (Policy VII-8.05) for any gaps in its language on cyberbullying (Sec. IV), especially faculty-to-faculty and student-to-student cyberbullying.

Academic Concerns Committee (ACC)

Chairperson- Dr. Doris Santamaria-Makang, Frostburg State University

CUSF's ACC includes three groups working on issues identified by its members and that are concerning faculty members across the USM institutions:

Campus Safety Group: During the spring 2024 semester this group gathered information from institutions across USM on the matter of policies, structures, and strategies in place across campuses to establish safety mechanisms to protect students, faculty and staff. A particular concern from faculty was to explore the degree to which the safety mechanisms currently in place are designed and established to ensure “faculty safety”.

To explore this particular concern, we reviewed the information gathered from all the institutions and used it to develop a survey that would provide us with specific data that would help us understand the impact of those safety mechanism on ensuring faculty safety. In May-2024 we presented the Survey to the CUSF body for discussion and approval.

Coming back in the fall 2024 semester, we made a few revisions to the survey, incorporated additional feedback, and put the survey in its final form for distribution. We send it to CUSF’s Chair, Dr. Heather Haverback, and requested her assistance for mass distribution to all CUSF members and Senate Chairs across campuses. The Survey has been sent by Dr. Haverback with November 1, 2024 as the deadline for responses. Our hope is to start collecting the information soon with a significant turnaround.

Support Personnel Group: This group is exploring information across USM campuses regarding two specific issues of concern in our institutions: (1) The current status of “Adjunct Faculty compensation” and the nature of apparent discrepancies of adjunct faculty salaries across our USM institutions; and (2) the concerning reduction in the number of Graduate Assistants (GA) in some of the universities in the system. This is a critical concern considering that, in most cases, GAs are considered instructional assistants who replace a significant number of adjunct positions for graduate programs in the institutions.

The group has reached out to USM and gathered information from USM institutions. The goal is to use the information collected for the development of a survey that would allow them to collect data on the two issues across institutions.

Affirmative Action Group: Our interest is to explore policies and current practices in institutions across USM to determine the impact of the Federal ruling on the matter of the implementation of the Affirmative Action act throughout their admission and hiring processes and guidelines. During the spring semester the group gathered information and resources from institutions across campuses that would assist them in exploring whether the implementation of this new ruling had brought changes and/or revisions to the institutional practices in place, and if so, what would be the direct outcomes in enrollment.

One of the leaders of this group is on Sabbatical leave this semester, and as of now I am checking with the group members about the possibility that they pick up the work that was started last semester.

Legislative Affairs Committee

Chairperson- Dr. Holly Brewer, University of Maryland, College Park

No report submitted.

Research Committee

Chairperson- Drs. Tom Abrams and Miroslaw Janowski, University of Maryland, Baltimore

No report submitted.

Rules and Membership Committee

Chairperson- Dr. Jay Zimmerman, Towson University

The committee will be working on running an election for the C7 taskforce.

I look forward to updating you as we develop CUSF's priorities for the year.

Respectfully submitted,

Dr. Heather Rogers Haverback

CUSF Chair

CUSF Legislative Affairs draft Resolution October 18, 2024.

Approved unanimously at our committee meeting (9-0, one absent) on October 8, 2024, with the understanding it would be revised slightly via email conversations among all committee members afterwards. The slightly revised and unanimously agreed upon version is shared below.

The legislative affairs committee recommends that CUSF consider the following resolution at our next meeting on October 28, and that it be added to the agenda.

That the current section I.C7 of the USM Bylaws concerning the firing of tenured faculty does not afford adequate due process. They are problematic in terms not only of fairness, and of academic freedom, but in terms of nationally accepted standards set by the American Association of University Professors (AAUP) [highlighted by AAUP national in their review of USM policy (*note included below)]. It is thus important that the CUSF General Body elect the several faculty representing CUSF on the task force that will consider changes to section C7.

1) The Council of University System Faculty (CUSF) resolves to elect three CUSF members as representatives on the task force that will draft a revision to section C7 of the USM Bylaws regarding the process for termination of tenured faculty.

2) Based on the comments from the AAUP at the national level, and the discussion at the meeting of the Legislative Affairs Committee, the revised section C7 should include provisions such as the following:

“Final deliberations about termination of a tenured faculty member should be done by a University Faculty Board of Review, and the decision sent to the university president for formal action; this Board should consist of tenured faculty elected either by the University faculty or by the elected University Faculty Senate.”

3) Nominees for this position, either self nominated or nominated by others, are welcome both before the election and on the day of the election.

*Note: In April 2024, Mark Criley, a senior program officer with AAUP, voiced grave concerns about the current appeal policy for dismissal of faculty with tenure in section C7 of the USM bylaws:

“The AAUP has long held that dismissal for cause must be preceded by the affordance of an adjudicative hearing before an elected faculty committee, at which the administration will bear the burden of demonstrating cause (preferably by a standard of ‘clear and convincing evidence in the record considered as a whole’). As it stands, however, the [USM] policy leaves it to the ‘relevant institutional policy body’ to settle whether a dismissal hearing is held before a faculty board of review or an administratively appointed hearing officer, and it does not specify that the burden of demonstrating adequate cause will rest with the administration. Some straightforward amendments to the policy could bring it into line with Association standards and ensure that faculty members are afforded the due process protections that are essential for academic freedom and tenure.”



**COUNCIL OF
UNIVERSITY
SYSTEM
STAFF**

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PoC: Trish Johnson

Coppin State University
PoC: Yvonne Oliver

Frostburg State University
PoC: Amy Nightengale

Salisbury University
PoC: Lisa Gray

Towson University
PoC: Deniz Erman

University of Baltimore
PoC: Karen Karmiol

UM, Baltimore
PoC: Vivian Hill-Lawson

UM, Baltimore County
PoC: Roy Prouty

UMCES
PoC: Kevin Bruce

UM, College Park
PoC: Namrata Ram Andriessens

UM Eastern Shore
PoC: Chenita Reddick

UM Global Campus
PoC: Kathleen Hebbel

USM Office
PoC: George Samuel

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Roy Prouty (Vice Chair)
Kathleen Hebbel (MaL)
Vivian Hill-Lawson (MaL)
Trish Johnson (Co-Secretary)
Deniz Erman (Co-Secretary)
Laila Shishineh, EdD (Past Chair)

**Awards & Outreach
Committee Chairs**

Brian Jara & Deniz Erman

SRSP Committee Chairs

Yvonne Oliver & Dave Gutoskey

LAP Committee Chairs

Shannon James & Lisa Gray

FY25 Links

[Schedule of Meetings](#)

[Roster](#)

Board of Regents Report
November 22, 2024

It is hard to believe we are almost to the end of November. Since our September meeting, the Council of University System Staff (CUSS) held our October meeting at Frostburg State University (FSU) and the November Joint Councils meeting at the University of Maryland, Baltimore County (UMBC). The Joint Councils agenda attached for your review. We thank FSU and UMBC for their wonderful hospitality and welcoming atmosphere.

In our October meeting we finalized the CUSS 2025 Academic Year Action Plan, developed using the priorities identified by each of our four standing committees (Legislative Affairs & Policy, Awards & Outreach, Staff Resources & Special Projects, and the Executive Committee). It is attached to this report for your review. Our priorities include, but are not limited to, strengthening the benefits for non-bargaining staff who work at our institutions, increasing the visibility of and communication from CUSS to our constituents, and partnering with the Council of University System Faculty (CUSF) and the Council of University System Presidents (CUSP) to address findings from the Shared Governance Awareness Survey.

Also attached to this report you will find the summarized findings from the Shared Governance Awareness Survey, a joint project of CUSS and CUSF. This is a survey we conducted of non-bargaining USM staff and faculty in Spring 2024. The USM Presidents reviewed the survey, gave feedback where needed, and helped us with its distribution. The awareness of the USM’s systems of shared governance varies. At the USM level, it was reported that 55% of non-bargaining staff and 64% of faculty indicated an awareness of shared governance. At the campus level, 74% of non-bargaining staff and 83% of faculty indicated an awareness of shared governance on their respective campuses. The open ended feedback at all levels is consistent in many ways: Across the board, for those who are aware of the existence of shared governance and those that are not, respondents’ sentiments indicate a strong desire for better communication, inclusion, and practical empowerment in shared governance and express concerns related to the effectiveness of the governance structures in place. CUSS, in partnership with CUSF and CUSP, hopes to take steps to address some of the concerns in the coming years.

Please do not hesitate to contact me directly (krp@umd.edu) with concerns, questions, and/or suggestions.

Most Sincerely,

Kalia R. Patricio, Ph.D.
CUSS Chair

Attachments: 2024 Joint Councils Agenda
FY25 CUSS Action Plan
2024 Shared Governance Awareness Survey



CUSF/CUSS/USMSC Joint Councils Meeting

University of Maryland, Baltimore County

University Center Ballroom

Tuesday, November 19, 2024 – 8:30 AM to 1:30 PM

AGENDA

Presiding: Dr. Kalia Patricio (Council of University System Staff),
Dr. Heather Haverback (Council of University System Faculty),
Vainavi Gambhir (USM Student Council)

- 8:30-9:00 AM: Check-In & Continental Breakfast
- 9:00-9:05 AM: USM Joint Councils Meeting Welcome & Agenda Review
Dr. Kalia R. Patricio (CUSS Chair)
- 9:05-9:20 AM: Campus Welcome
Dr. Valerie Shears Ashby (President – UMBC)
- 9:20-10:05 AM: 2025 Legislative Preview & Advocacy Day Prep
Andy Clark (Assistant Vice Chancellor – USM Government Relations)
- 10:05-10:25 AM: Break
- 10:25-11:30 AM: Board of Regents Updates & Panel, Facilitated by USMSC
BoR Vice Chair & Regent Geoff Gonella
Regent Hugh Breslin
Regent Yvette Lewis
Regent Andy Smarick
- 11:30-12:30 PM: Lunch w/ Table Topics
(Separate lunch space for those involved in Advocacy Day prep)
- 12:30-12:50 PM: State of the Councils Reports (CUSF/CUSS/USMSC)
Dr. Heather Haverback (Chair, Council of University System Faculty)
Dr. Kalia R. Patricio (Chair, Council of University System Staff)
Vainavi Gambhir (President, USM Student Council)
- 12:50-1:30 PM: State of the USM and Shared Governance (Q&A portion: final 15 minutes)
Dr. Jay Perman (Chancellor - USM)
- 1:30 PM: Adjournment



COUNCIL OF UNIVERSITY SYSTEM STAFF

CUSS Action Plan

Academic Year 2025

Executive

This committee is responsible for leadership of the Council. Members will meet at least once per month, determine an annual action plan, and set the Council monthly meeting agendas. Additionally, members will serve as co-chairs for the CUSS standing committees.

Goals for this Year

1. Gain access to USM-wide staff email lists
2. Strengthen the role of Staff Shared Governance across the system
3. Any additional priorities identified by the subcommittees throughout the year

Awards & Outreach

This committee is responsible for all matters related to staff awards and recognition as well as outreach to all staff represented by the Council. Members will plan and implement the Board of Regents Staff Awards process, explore options for staff recognition, and disseminate information to and from staff.

Goals for this Year

1. Create an instagram account which is attached to facebook
2. Work to publish spotlights on each CUSS Member
3. Develop new ways to promote CUSS to USM Staff
4. Work to include CUSS information in university newsletters
5. Rework BoR Packets

Legislative Affairs & Policy

This committee is responsible for all legislative and policy related matters pertaining to the Council. Members will plan and implement the annual Advocacy Day event, conduct an annual review of the Council's Bylaws and Constitution, and identify and explore USM policies pertaining to staff.

Goals for this Year

1. Plan and execute Advocacy Day
2. Review Constitution and ByLaws
3. Partner with SRSP on the following topics
 - a. Job Descriptions that appear in BoR Policies
 - b. Understand pay scale processes
 - c. Overall, work more closely with SRSP on to identify changing policies that may impact staff

Staff Resources & Special Projects

This committee is responsible for identifying and exploring staff concerns and resources as well as focusing on annual special projects that may arise. Members will conduct research to identify staff concerns/resources as needed. Special projects may be generated internally or from other standing committees.

Goals for this Year

1. Leave Donation Program
2. Emergency Loan Support
3. Pet Insurance
4. Mental Health Resources for Staff



2024 Shared Governance Awareness Survey Findings

Summer 2024

Compiled for:
Chancellor Perman, USM Board of Regents, and USM Presidents

Compiled by:
Kalia R. Patricio, Ph.D.
Chair, Council of University System Staff

Reviewed by:
Heather Rogers Haverback, Ph.D.
Chair, Council of University System Staff

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Executive Summary

“The process is accepted---sort of---and TOLERATED, but not respected as a valuable tool for the management of the institution.”

–USM Faculty Member

To begin, the Shared Governance Leaders compiling this report acknowledge that shared governing bodies are not decision making bodies on our campuses or within the USM. Shared governance is not where the actual management of the institution happens. However, as the quote above indicates, shared governance is a tool in the toolkit for administrators and campus leadership to leverage in their management of our campuses and the broader System. The American Association of University Professors, the Association of Governing Boards of Universities and Colleges, and a plethora of research on higher education also advocate strongly for shared governance and speak to its benefits.

It is with that in mind that we, the Chairs of the Council of University System Staff (CUSS) and the Council of University System Faculty (CUSF), worked together to investigate what non-bargaining staff and faculty knew about shared governance on their campuses. To examine this question, we prepared and sent the 2024 Shared Governance Awareness Survey, which is attached as Appendix A to this report for reference. This survey was distributed by individual campuses within the USM at our request.

In this report, we share the core findings of the 2024 Shared Governance Awareness Survey. While looking at the feedback from individual campuses, certain positive attributes of shared governance are highlighted by some respondents: when shared governance works well, there is shared decision making, inclusivity of various campus populations in the process, and transparency from leadership. However, there is also a pervasive skepticism throughout the USM about whether campus leadership values shared governance, a noted lack of awareness about its existence or function, and many questions about its actual effectiveness. For instance, faculty and staff both reported being frustrated that their guidance or suggestions are not followed, with little explanation as to why. Many respondents also report being very concerned regarding a lack of transparency from, collaboration among, and partnership with campus leadership.

The awareness of the USM’s systems of shared governance varies. At the USM level, it was reported that 55% of non-bargaining staff and 64% of faculty indicated an awareness of shared governance. At the campus level, 74% of non-bargaining staff and 83% of faculty indicated an awareness of shared governance on their respective campuses. The open ended feedback at all levels is consistent in many ways: Across the board, for those who are aware of the existence of shared governance and those that are not, respondents’ sentiments indicate a strong desire for better communication, inclusion, and practical empowerment in shared governance and express concerns related to the effectiveness of the governance structures in place.

This report breaks down the responses in multiple ways, including combined feedback from staff and faculty and feedback broken down by affiliation. It is worth noting that there is not a lot of differentiation in the feedback between the groups or level of shared governance. Key differences include:

- Faculty calls for unionization are higher compared to staff who mentioned unions. Many faculty express sentiment similar to this respondent: “Unions and collective bargaining provide a better representation of and support for all faculty.” Few staff members make reference to unionization except to say that shared governance “...won't work if you don't pay attention to it. [More] people will want a union if you don't make shared governance feel useful.”
- Staff share at a greater rate the need for financial or other types of support for participation in shared governance. This may be in part due to higher rates of faculty having financial or other support for participation in shared governance (course buy-outs, service credit, etc.) compared to staff.
- There are differences between the USM campuses in overall satisfaction with shared governance. Each President received a summary of the responses associated with their campus. The raw response data was also made available.

Ultimately, as mentioned at the start of this summary, the findings indicate that there is room for improvement within the shared governance systems of the USM and on many of its campuses. Awareness of these systems should be more saturated through the consciousness of our faculty and staff and the open ended feedback indicates that communication and collaboration are generally lacking in many of these structures. The suggestion of this report is to refine and bolster shared governance to make it more transparent, efficient, and inclusive. Suggested areas for improvement include:

- the establishment of clearer policy guidelines at the campus level;
- stronger USM oversight of campuses to improve consistency and accountability, especially as it relates to shared governance;
- improved coordination and communication between campus leadership and shared governance to keep all stakeholders informed and involved, increasing transparency and trust;
- increased recognition and support for the contributions of both faculty and staff to shared governance;
- and robust onboarding, training, and development for governance members and campus as a whole.

Shared governance can be a thriving and useful tool, though admittedly frustrating and challenging at times for the parties involved. This report was written in good faith, with an appreciation for all that our campus/USM leadership does and an acknowledgement of the difficulties and challenges leadership brings. It was also written with an understanding that shared governance bodies are not decision-making bodies, but with the philosophy that they are vital to creating and sustaining thriving campus environments. Staff and faculty who are satisfied and thriving in their places of work, often resulting in lower turnover and higher productivity, is key to providing the best service and support to our student populations.

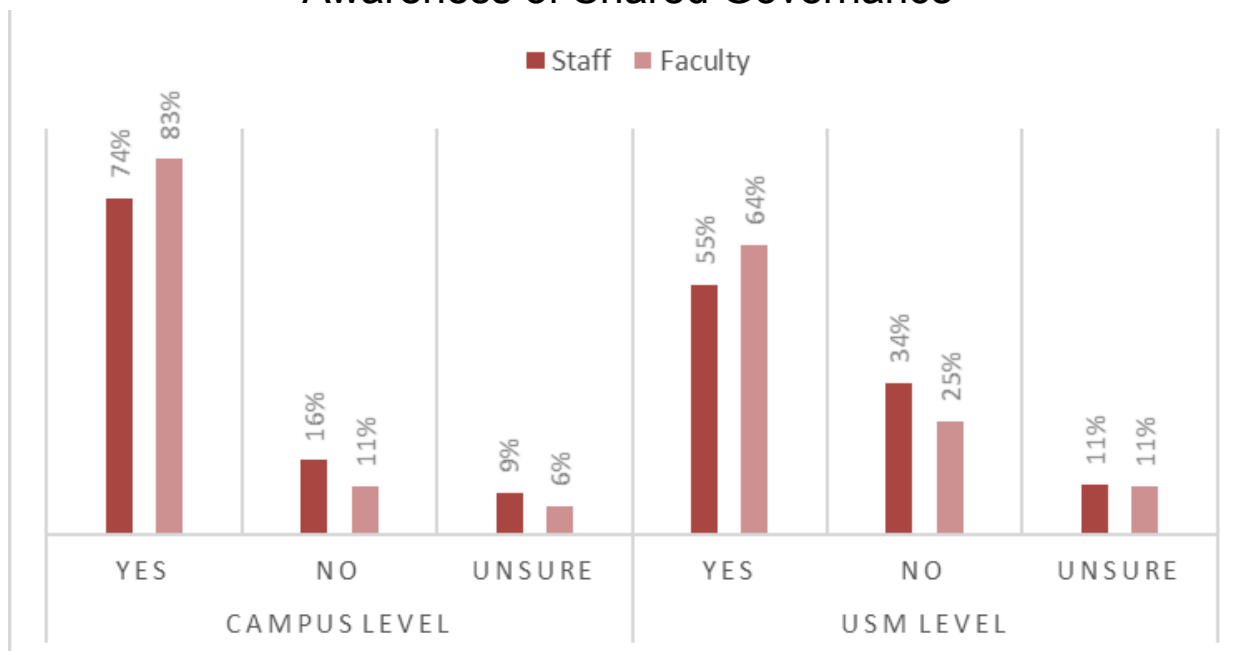
Findings by the Numbers

Response Rates by Campus

	Staff Count	Faculty Count	Total Count	Staff %	Faculty %
BSU	23	32	55	42%	58%
FSU	60	64	124	48%	52%
SU	89	79	168	53%	47%
TU	38	182	220	17%	83%
UB	60	1	61	98%	2%
UMB	236	116	352	67%	33%
UMBC	278	96	374	74%	26%
UMCES	35	34	69	51%	49%
UMCP	395	455	850	46%	54%
UMES	11	42	53	21%	79%
UMGC	250	47	297	84%	16%
Total	1475	1148	2623	56%	44%

Note: Coppin State University is not included due to an insufficient response rate (n=1).

Awareness of Shared Governance



Campus-Level Sentiment

Survey responses on shared governance at USM institutions present a complex picture with notable strengths and significant areas of concern. Key strengths (or potential strengths, depending on the campus) include diverse representation of staff and faculty, the opportunities for collaborative decision-making, and the general feeling that shared governance, when functioning well, allows for more engagement with leadership and overall improved outcomes when it comes to decision making.

However, the survey generally highlights widespread dissatisfaction with the implementation of shared governance on a majority of the campuses, questioning its effectiveness and ultimately seeing it as superficial with real decision-making power remaining with the administration. Many staff and faculty are unaware of or feel disconnected from shared governance concepts and functions, believing there are few engagement opportunities and limited visibility for governance activities. Specifically, faculty and staff point to the following areas as concerning with suggestions for improvement:

1. **Communication and Awareness:** Improved communication on the purpose, processes, and roles in shared governance is needed, along with transparency on meeting schedules, decisions, and outcomes.
2. **Participation and Representation:** Broader, more inclusive participation from diverse groups, including adjunct faculty, non-tenured faculty, students, and, in some cases, staff is essential, with better representation of racial, gender, and other diverse perspectives.
3. **Influence and Respect:** Shared governance bodies often feel they lack real influence, with decisions made unilaterally by senior administration, leading to feelings of disrespect and disempowerment among faculty and staff.
4. **Education and Training:** There's a call for ongoing education and professional development to help participants effectively engage in shared governance roles.
5. **Structures and Processes:** Clearer roles and streamlined decision-making processes are needed, with more accountability from administrators.
6. **Support and Resources:** Adequate support, such as compensation and sufficient time for those involved in governance, is crucial, particularly for those with heavy workloads. Staff are not treated equally in their support for participation in shared governance (i.e. receiving additional compensation or reduced workloads, as faculty are), which perpetuates the perception that staff are “less than” on our campuses. Recognizing and valuing contributions of all involved in shared governance through incentives can encourage greater engagement and commitment.
7. **Trust and Collaboration:** Building trust and fostering more genuine collaboration between faculty, staff, and administration are essential, along with mechanisms for protected dissent and honest feedback. Engagement with and communication to shared governing bodies, as mentioned above, will help build this trust.

It is worth noting that there were calls for exploring union formation to “allow” for more structured input on budgets and working conditions, as well as pushing for greater administrative transparency regarding budgets. It does not seem understood that unionization would end shared governance and perhaps make sharing input on these areas even more unlikely. However, it appears that faculty (and a few staff) do not feel that shared governance is the best mechanism for negotiating pay increases, making policy changes, and improving workplace conditions overall.

In general, addressing the concerns summarized above is crucial for enhancing the effectiveness, inclusivity, and influence of shared governance systems on our campuses, thereby fostering a more collaborative and successful academic community.

Suggested Action Items:

- USM Presidents should work with their campus constituencies to determine:
 - Appropriate shared representation (which groups are missing or underrepresented in your shared governance structures?)
 - Methods of communication, with specific attention to:
 - How are shared governance groups communicated with?
 - How is the loop closed after the Administration has made a decision?
 - How are decisions made in shared governance groups shared with the campus?
 - How is the campus kept informed of work done in shared governance groups?
- Assess equity between faculty and staff of shared governance participation incentives, rewards, and pay/release time
- Involve system-level and campus-level shared governance representatives in campus new hire orientation

University System of Maryland Sentiment

At the University System of Maryland (USM) level, an overarching theme is the value placed on communication and collaboration. Respondents appreciate the ability to share best practices and collaboratively solve problems across campuses, viewing this as a key strength. Additionally, shared governance is recognized for its inclusion of diverse groups - faculty, staff, and students - in decision-making, which is seen as essential for incorporating broad perspectives.

However, the effectiveness of shared governance as a platform for voicing concerns and influencing policies appears mixed. While some see it as an avenue for increased transparency and accountability, others are skeptical. Criticisms hinge on perceptions that shared governance can be somewhat performative, with real decision-making power remaining opaque and predetermined. This skepticism is compounded by many respondents feeling uninformed and insufficiently involved in shared governance, particularly at the USM level, highlighting a lack of awareness about how these governance structures operate.

Suggestions for improvement include:

1. **Clarity and Efficiency:** Establish clearer guidelines for policy decisions and proposals and simplify procedures to avoid delays and/or confusion. Define clear responsibilities of USM leadership, USM Presidents, and Shared Governance Leaders in the policy process in order to increase accountability. Align shared governance activities with USM's strategic goals for focused effectiveness.
2. **Communication, Awareness, Feedback, and Transparency:** Increase understanding and visibility of shared governance structures to encourage broader engagement. Establish robust communication mechanisms to regularly share outcomes, goals, and updates, thus increasing faculty and staff involvement. Implement feedback mechanisms for shared governance leaders and USM leadership to continuously improve shared governance practices based on stakeholder input.
3. **Recognition of Efforts:** Acknowledge and reward contributions to shared governance, potentially with stipends or other forms of recognition. Contributions should not be differentially rewarded based on campus or employee type (for example, faculty should not receive a course buyout or overload as they do at many institutions when at most campuses in the USM staff receive no workload reductions or additional compensation for participation in shared governance).
4. **Consistent Policies Across Institutions:** Develop standardized governance policies and procedures across campuses to ensure equity while accommodating unique institutional needs.

Overall, these suggestions underscore the need for clearer guidelines, enhanced communication, better inclusion, and continuous improvement within shared governance to effectively address stakeholders' needs and inputs. Some of these items are important for the Councils to address, such as training and information continuity internally, whereas some areas,

like structures for requesting policy changes, may be addressed at the System level. There are areas that CUSS and CUSF could use the support of the USM, such as in obtaining an annual or semi-annual email roster of non-bargaining employees at each campus. As this survey data demonstrates, CUSS & CUSF are struggling to reach their respective constituent populations.

Suggested action items:

- Email roster memorandum between the Councils and campuses to establish guidelines for the development and use of email contact information for non-bargaining eligible staff (Responsibility: shared between Councils and USM)
- Develop one pagers or similarly styled instructions on how Councils can propose changes, impact policy development, and the effects of resolutions and other Council-type actions. Should include an outline of the roles and responsibilities of shared governance groups/leaders and related USM staff (Responsibility: USM)
- Create and/or annually update business continuity documents within the councils. (Responsibility: Councils)
- Ensure relevant information is current on the Councils' USMD websites and other modes of communication (Responsibility: Councils)
- Develop feedback mechanisms for the respective shared governing bodies to give feedback to the Councils, USM, and USM campuses (Responsibility: Councils)
- Revisit issue of remuneration for shared governance members, especially those in leadership, and ensure it is equitably between faculty and staff and consistent across institutions (Responsibility: USM)

Sentiment by Affiliation

This section summarizes the responses from the open ended section of the survey. It summarizes the open-ended feedback from all respondents (whereas the sections above only reflect the sentiments of those who answered “yes” or “unsure” to the questions about the awareness of shared governance).

Staff

The comments reflect varied perspectives on shared governance at the University System of Maryland (USM). Key themes include:

1. **Effectiveness and Challenges:** Shared governance can enhance campus life but faces significant challenges such as communication gaps, inconsistent implementation across campuses, lack of transparency, and occasional retaliation against participants.
2. **Structural Issues:** There is a call for better-defined roles, more support for staff senates, clearer distinctions between union and governance roles, and streamlined processes. Some respondents suggest increasing senator numbers to be more representative.
3. **Participation and Communication:** Participation is hindered by workloads and a lack of awareness. Effective communication, inclusive practices, and educational initiatives, like onboarding, are recommended.
4. **Leadership and Accountability:** Leadership needs to genuinely engage with and respect shared governance, rather than using it as a formality or obligation without true consideration (or not using it at all). Specific criticisms include management ignoring or overriding feedback without sharing a rationale as to why.
5. **Recommendations for Improvement:** Suggestions include transparent information, dedicated websites, involving all employees in governance, addressing systemic inequities, ensuring actions follow feedback, and acknowledging that shared governance needs to be more than just advisory. Responses also indicate a need for training on the value and proper use of shared governance for leadership.

There are also numerous comments indicating a lack of familiarity with the shared governance process, which underlines the need for better communication and education about its function, purpose, and benefits. Overall, while there is appreciation for the concept of shared governance, there is a significant call for structural improvements, genuine inclusion, and tangible outcomes to enhance its efficacy and integrity within the USM/Campus framework.

Faculty

The responses reflect widespread dissatisfaction with the state of shared governance across various universities within the University System of Maryland (USM). Key themes include:

1. **Perceived Ineffectiveness:** Faculty feel that shared governance often exists superficially, with real decision-making power concentrated in administrative hands. They suggest that it is more of a formality or “potemkin village,” designed to meet requirements but lacking real influence.
2. **Communication Issues:** Many respondents highlight poor communication as a significant problem. Information about decisions and governance is not effectively disseminated, leading to a lack of transparency and understanding of processes.
3. **Lack of Respect and Collaboration:** There is a general sentiment that faculty and staff input is often ignored or undervalued by administrators, leading to frustration and distrust.
4. **Calls for Unionization:** A considerable number of faculty respondents advocate for collective bargaining and unionization, believing that it would offer more substantial representation and support than current shared governance structures.
5. **Faculty Burnout:** Increased workloads without corresponding support, such as adequate salaries or teaching assistants, are causing burnout among faculty, particularly clinical and non-tenure track members.
6. **Need for Improvement and Support:** Suggestions for improving shared governance include better communication channels, more direct faculty involvement in decision-making, and the provision of incentives or compensation for participation in governance activities. Respondents also call for robust systems of accountability for administrators and clearer documentation/tracking of leadership responsiveness.
7. **Representation and Inclusivity:** Respondents emphasize the need for better representation of all faculty ranks, including adjuncts and non-tenure track faculty, and for more inclusive practices that consider diverse perspectives within governance structures.
8. **Uncertainty and Awareness:** Many faculty and staff express a lack of awareness or understanding of the shared governance structure and its effectiveness, suggesting a need for better education and outreach about governance roles and opportunities.

Overall, the feedback indicates a strong desire for more authentic, transparent, and participatory shared governance practices within the USM institutions.

Appendix A: Shared Governance Awareness Survey as Distributed (2024)

A note on the survey logic: Survey logic has been removed to allow for full viewing of the survey. Respondents who answered “no” to the questions that asked whether they were aware of shared governance on their campus or at the USM-level were not allowed to respond to the open-ended questions about the strengths or areas for growth in shared governance for that particular question. Those who selected “yes” or “unsure” were allowed to enter responses to these open-ended questions. All respondents, regardless of their awareness of shared governance, were able to enter comments into the final “additional comments” section.



This brief, anonymous survey will be used to gauge the awareness of and strengths and growth opportunities for shared governance efforts within the University System of Maryland (USM) broadly and on the individual campuses that make up the USM. It is Administered via a partnership between the Council of University System Staff and the Council of University System Faculty and should take only a few minutes to complete.

We appreciate your time and attention to this important topic!

More information about how to get connected to shared governance resources is shared at the end of this survey.

Default Question Block

What University are you primarily affiliated with in the University System of Maryland (USM)?

- Bowie State University
- Coppin State University
- Frostburg State University
- Salisbury University
- Towson University
- University of Baltimore
- University of Maryland, Baltimore
- University of Maryland, Baltimore County
- University of Maryland Center for Environmental Science
- University of Maryland, College Park
- University of Maryland Eastern Shore
- University of Maryland Global Campus

What is your primary affiliation with your institution?

- Staff
- Faculty

Awareness of Shared Governance on Campus

Are you aware that there is shared governance on your campus, a system where committee(s) of faculty and staff advise campus leadership on policies/procedures/issues, giving a voice to faculty/staff?

- Yes
- No
- Unsure

Yes or unsure, I am aware of shared governance on our campus.

What are the strengths of shared governance on your campus?

What are the growth opportunities for shared governance on your campus?

USM Shared Governance Awareness

Are you aware that there is shared governance at the University System of Maryland (USM), a system where committees of faculty and staff from the USM campuses advise USM leadership on policies/procedures/issues, giving a voice to faculty/staff?

- Yes
- No
- Unsure

Yes or Unsure, Aware of Shared Governance at the USM

What are the strengths of shared governance at the USM level?

What are the growth opportunities for shared governance at the USM level?

Additional Comments

Please provide any other relevant comments related to shared governance.

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COUNCIL OF UNIVERSITY SYSTEM PRESIDENTS
November 22, 2024

CUSP met twice times since the last Board meeting – On October 9 and November 4.

In the October 9th meeting, Associate Vice Chancellor for Student Affairs, Zakiya Lee, continued the conversations about the student regent tuition waiver. Towson President, Mark Ginsberg, led an exploratory conversation about a university press. Then, Senior Vice Chancellor for Academic and Students Affairs, Alison Wrynn, and Associate Vice Chancellor for Academic Affairs, Candance Caraco, brought forth an item on guaranteed access decentralization.

For the November 4th meeting, CUSP did not meet independently, but instead talked with the full Chancellor's Council. Each of the council chairs and Regional Higher Education Center Directors were in attendance at this meeting, but for the Regents' awareness, the meeting included several topics: Proposed Amendments to USM Policy on Intercollegiate Athletics presented by Samantha Norris, Director of Financial Planning and Analysis, the Shared Governance Awareness Report presented by CUSS chair Dr. Kalia Patricio, and Dr. Perman led a conversation on campus climate prior to the election.



USM Student Council November 2024 Report to the USM Board of Regents

Good morning Chair Gooden, Chancellor Perman, the Board of Regents, and University Presidents,

In October, I attended the Chancellor's Chat for international students. The students discussed international student support resources on campuses, housing affordability, and internship/career training. At our October general meeting, students from the Maryland Youth Advisory Council and Governor's Office for Children joined us to share more about the council and spread the word on openings for students to get involved. We were also grateful that Dr. Michelle Masucci joined us to share more about research across the system and potential opportunities for cross-campus collaboration on sharing student research.

At our November general meeting, Chancellor Perman joined us for a conversation with the student representatives on pre-election thoughts and feelings, and we really appreciated that opportunity. This was also reported at the Chancellor's Council meeting, but in general, students raised thoughts on campus safety post election, the role of social media messaging, concerns about international students including retention and legal services, the need for further awareness and civic engagement in local and state election, and thoughts on preserving resources for female reproductive health and ensuring they are funded by the university rather than the student government associations. We also discussed the USM Student Regent nomination process and reviewed the questions that will be asked during the interview in December. Dr. Zakiya Lee then presented on the Draft USM Policy on Refunds to Students Who Withdraw from All Courses or the Institution for Extenuating Circumstances and the Policy on Sex Discrimination.

We also had a separate conversation about the USM BOR Student Excellence Scholarship process and considered any changes before the application goes live in December. The format will largely be the same, and we look forward to sharing further details at the next meeting.

On November 19th, we had our Joint Councils Meeting. I had the privilege of facilitating a panel with members of the Board of Regents shaped around questions and topics that have been raised by faculty, students, and staff. We are extremely grateful to everyone who was able to attend and join the conversation on shared governance.

Madam Chair, this concludes my report.

Best regards,

Vainavi Gambhir

President, University System of Maryland Student Council



BOARD OF REGENTS
University of Maryland Center for Environmental Science
Rita Rossi Colwell Center
September 20, 2024

AGENDA FOR PUBLIC SESSION

9:00 A.M.

Call to Order

Chair Gooden

Chair Linda Gooden called the meeting of the University System of Maryland Board of Regents to order at 9:00 a.m. on Friday September 20, 2024, at the Rita Rossi Colwell Center. Those in attendance were: Chair Gooden; Regents Breslin, Fish, Gonella, Hasan, Hur, Leggett, Lewis, McMillen, Neuberger, Mirani, Parker, Pope, Sibel, Smarick, and Wood; Presidents Anderson, Breaux, Fowler, Ginsberg, Jarrell, Jenkins, Lepre, Miralles-Wilhelm, Pines, Sheares-Ashby, Schmoke, and Provost Delia; Chancellor Perman; Vice Chancellors Herbst, Wrynn, Masucci, Lawrence, Sandler, Raley; Ms. Mulqueen, Ms. Wilkerson, and AAGs Bainbridge and Langrill.

Chair Gooden welcomed everyone to the first board meeting of the new academic year. She noted that this is the first Board meeting to be held at the Colwell Center and expressed appreciation for the opportunity to learn about the research being done in the building and meet some of the researchers and graduate students. Chair Gooden welcomed the new Student Regent –Regent Dhruvak Mirani– to his first official full Board meeting. She also welcomed President Fernando Miralles-Wilhelm.

Chair Gooden acknowledged Regent Breslin, who was elected as Assistant Secretary at the July 31st Special BOR meeting. She ended her remarks by congratulating the Board of Regents Staff Award winners, who were honored at a breakfast prior to the meeting.

Note: The recipients of this year’s awards are:

1. Exceptional Contribution: Dr. Michael Allen, University of Maryland Center for Env. Science
2. Exceptional Contribution: Jennifer Ellis, Salisbury University
3. Outstanding Service: Rubin Stevenson, Frostburg State University
4. Outstanding Service: Stephanie Davis, Salisbury University
5. Extraordinary Public Service: Patricia “Ann” Cotten, University of Baltimore
6. Extraordinary Public Service: Henry Jackson, Towson University
7. Effectiveness and Efficiency: Michelle Pryor, Salisbury University
8. Effectiveness and Efficiency: Christopher Serafin, University of Maryland Baltimore County
9. Inclusion, Multiculturalism, and Social Justice: Errica Philpott-Barber, University of Maryland, College Park

Public Comment: Chair Gooden opened the period for public comment. There were no requests for public comment.

Educational Forum: Title IX Update: Janet Judge presented updates to the Title IX policy and implications in implementing the updates across campuses in the USM.

Welcome from University of Maryland Center for Environmental Science: President Miralles-Wilhelm welcomed everyone to the IMET and talked about how it is the embodiment of systemness. President Miralles-Wilhelm thanked the Regents, Presidents, and USM system staff. He concluded his remarks with a video on UMCES work to find solutions to local and global environmental challenges.

Chancellor's Report: Chancellor Perman presented his report. He started by welcoming new Regents, Presidents, and USM Senior Leadership. He also thanked UMCES for hosting today's meeting and talked about UMCES's impact on the state of Maryland and beyond.

Chancellor Perman remarked on the FY 25 Elkins Professor awardees. Then, he highlighted evidence of USM excellence demonstrated through recent national rankings and individual accomplishments of USM community members.

Chancellor Perman discussed recent and future growth within the USM in the categories of students, facilities, academic programs, and gifts and grants. He ended his report by highlighting some recent examples of servant leadership at our institutions. A [written copy of the Chancellor's Report](#) to the Board is available online.

1. Report of Councils

Council of University System Faculty: Dr. Haverback presented the report. CUSF had its first General Body Meeting on September 17, 2024. CUSF committee chairs are in place and, at the September meeting, committees held their first meeting, membership was determined, and agendas were considered. For each committee, specific initiatives are not yet determined.

Council of University System Staff: Dr. Patricio presented the report. The first meeting of the academic year was held at Salisbury University in August, and the second was held virtually in September and hosted by Towson University. The August meeting started the annual schedule and the Executive Committee's one-year term. CUSS also elected two Member-At-Large positions during the meeting. The committees began work on setting their action plans for the year.

Council of University System Presidents: President Breaux presented the report. CUSP met three times since the last Board meeting – On July 1, August 5, and September 9. Meeting topics include revisions to the USM Title IX Policy, Meet and Confer, the Operating Budget update, the student regent tuition waiver policy, athletic training programs, and a Day of Dialogue. The Council also met with The Maryland Department of Service & Civic

Innovation's Secretary Paul Monteiro to discuss the Maryland Corps/Service Year Option program.

University System of Maryland Student Council: Ms. Gambhir presented the USMSC report. The Executive Team met multiple times to discuss goals for the year. Board of Directors positions were selected in early September. The first General Body Meeting at the Elkins Building on September 15. Apart from the general onboarding protocol, they had an open conversation about topics that were pertinent to many institutions: Health insurance, a Day of Dialogue, civic engagement, and shared governance.

2. Consent Agenda

Chair Gooden

The Consent Agenda was presented to the regents by Chair Gooden. She asked if there were any items on the agenda that should be removed for further discussion. There were no requests to remove any item. Chair Gooden moved and Regent Smarick seconded the motion to accept the consent agenda. The consent agenda was approved. The items included were:

- a. Committee of the Whole
 - i. Approval of meeting minutes from June 14, 2024, Public and Closed Sessions (action)
 - ii. Approval of meeting minutes from July 31, 2024, Special Board Meeting, Public and Closed Sessions (action)
- b. Committee on Advancement
 - i. Approval of meeting minutes from the September 12, 2024, public and closed session (action)
- c. Committee on Education Policy & Student Life
 - i. Approval of Meeting Minutes from September 3, 2024, Public Session (action)
 - ii. Academic Program Proposals (action)
 1. BSU: Master of Education in English for Speakers of Other Languages
 2. UMCP: Master of Science in Climate Finance and Risk Management
 3. UMGC: Bachelor of Science in Artificial Intelligence
 4. UMGC: Bachelor of Science in Sustainable Value Chain
 5. UMGC: Master of Science in Operations Management
 6. UMGC: Master of Science in Innovation and Entrepreneurial Leadership
 7. UMGC: Master of Science in Homeland Security Leadership
 8. UMGC: Master of Science in Public Safety Leadership
 - iii. EPSLS Overview: Annual EPSLS Bylaws and Charge Review (action)
 - iv. Update on HB 1244: Academic Program Approval and Institutional Mission Statements (information)
 - v. Tentative Annual Agenda, 2024-2025 (information)
- d. Committee on Finance

- i. The University of Baltimore Facilities Master Plan 2024-2034 (presentation and information)
 - ii. Review of the Finance Committee Charge, Role, and Responsibilities (action)
 - iii. Bowie State University: Public-Private Partnership Student Housing (action)
 - iv. University of Maryland, College Park: Emergency Procurement Report (information)
- e. Committee on Governance & Compensation
 - i. Review of Committee Workplan (information)
 - ii. Review of Regent Matrix (information)

3. Review of Items Removed from Consent Agenda

4. Committee Reports

- a. Committee of the Whole
 - i. Report from Major Investigations Taskforce (action): Regent Breslin presented the final report of the Major Investigations Task Force. He thanked the committee members and USM leadership. Regent Breslin discussed the taskforce's charge to review policies and practices to ensure that the Chancellor and Board are appropriately informed of incidents and investigations. The report included recommendations for policy changes, language, and tools. Chair Gooden moved to accept the recommendations and Regent Fish seconded the motion; unanimously approved.
- b. Committee on Education Policy and Student Life
 - i. USM Regional Higher Education Centers (information): Senior Vice Chancellor Wrynn introduced the presentation. USM Regional Higher Education Centers Directors Anne Khademian, Eileen Abel, and Jacob Ashby highlighted work at their respective centers.

5. Reconvene to Closed Session (action)

Chair Gooden

Reconvene to Closed Session Reconvene to Closed Session. Chair Gooden read the "convene to close" statement citing the topics for the closed session and the relevant statutory authority for closing the meeting under 3-305(b) and 3-103(a)(1)(i). (Moved by Regent Smarick, seconded by Regent McMillen; unanimously approved.)

Meeting adjourned at 11:40 a.m.

September 20, 2024 Closed Minutes



UNIVERSITY SYSTEM of MARYLAND

University System of Maryland Board of Regents
University of Maryland Center for Environmental Science
Rita Rossi Colwell Center
September 20, 2024

Closed Minutes

Call to Order. Chair Linda Gooden called the meeting of the University System of Maryland Board of Regents to order at 12:04 p.m. on Friday, September 20, 2024, at the University of Maryland Center for Environmental Sciences, IMET. Those in attendance included Chair Gooden; Regents Breslin, Fish, Gonella, Hasan, Hur, Leggett, Lewis, McMillen, Mirani, Neuberger, Parker, Pope, Sibel, Smarick, and Wood; Chancellor Perman; Ms. Wilkerson; and AAGs Bainbridge, Langrill, and Grio. The following individuals were present for a portion of the meeting: Presidents Fowler, Jenkins, Pines, and Schmoke; Vice Chancellors Herbst, Masucci, Raley, Sandler, and Wrynn; and Ms. Mulqueen, UMCP Chief Mitchell, and UMCP General Counsel Rossello.

1. **Consent Agenda (action)**

Chair Gooden asked if there were items the Regents wished to remove from the consent agenda. Seeing none, the Regents voted to approve the consent agenda which included the items below. (moved by Chair Gooden; seconded by Regent Pope; unanimously approved)

a. **Committee on Advancement**

1. Naming request from the University of Maryland, College Park (§3-305(b)(1)(ii) and (2)
 - i. The Stephen M. Schanwald Sports Management Program at the Robert H. Smith School of Business
 - ii. The Stephen M. Schanwald Pavilion at the Xfinity Center
 - iii. The Stephen M. Schanwald Practice Fields at the Jones-Hill House complex
2. Information Regarding Naming of Arboretum at Salisbury University (§3-305(b)(1)(ii) and (2)
 - i. Name the Arboretum the "Glenda Chatham Clarke Arboretum"

b. **Committee on Finance**

1. University of Maryland Global Campus: Data Analytics Support Services (§3-305(b)(14))

c. **Committee on Governance & Compensation**

1. Review of Certain Contracts and Employment Agreements (information) (§3-305(b)(1))

- 2. Meeting with the Presidents (information)**
As part of their performance reviews, the Board met individually with Presidents Schmoke, Jenkins, and Fowler. (§3-305(b)(1)).
- 3. Discussion Regarding Litigation Against a USM Institution (information)**
The Board discussed with legal counsel litigation against a USM institution. (§3-305(b)(8))
- 4. Review of a Personnel Matter at a USM Institution (action)**
Sr. Vice Chancellor Wrynn and Regent Wood presented an individual personnel matter requiring the Board's action. (moved by Regent Wood; seconded by Regent McMillan; unanimously approved) (§3-305(b)(1))
- 5. University System of Maryland: FY 2026 Operating Budget Update (information)**
Sr. Vice Chancellor Herbst provided an update on the development of the proposed FY 2026 operating budget submission and potential adjustments. (§3-305(b)(13))
- 6. Personnel Matters at a USM Institution (information)**
Chancellor Perman briefed the Board on a personnel matter at a USM institution.

The meeting adjourned at 3:15 p.m.

Minutes of the Public Session

The Board of Regents Committee on Advancement held a meeting via video and teleconference on October 22, 2024, at 11:00 am. In attendance were Regents Hugh Breslin, Geoff Gonella, Louis Pope, Steven Sibel, Dhruvak Mirani, and Elena Langrill from the Office of the Attorney General. From the USM office: Chancellor Jay Perman; Chief of Staff Denise Wilkerson; Vice Chancellors Leonard Raley, Ellen Herbst, Michael Sandler, and Michele Masucci; Associate Vice Chancellor Marianne Horrigan; Gina Hossick, Executive Assistant to Leonard Raley, Sapna Varghese, Director of Advancement Research; Vladimir Jirinec, Director of Advancement Services; Stephanie Senserini, Director of Professional Development Programs, Ann Kolakowski, Director of Gift Planning Services, Micaela Cameron, Advancement Communications Manager. From the USM Foundation office, Tom Gilbert, COO, CFO, and Rebecca Salisbury, VP and General Counsel. Vice Presidents from USM institutions: Amy Waters (SU), Theresa Silanskis (UB), Kim Robinson (UMBC), Cathy Sweet (UMGC), Jim Harris (UMCP), John Short (FSU), Brian DeFilippis (TU), Greg Bowden (UMB), Brent Swinton (BSU), Joshua Humbert (CSU), Armajeane Harmon Johnson (UMES), and Lois Colaprete (UMCES).

Fundraising Updates (information)

The System's fundraising results for FY24 were good. Overall, our campuses exceeded its \$383 million goal by \$16 million.

The September FY25 goals are at 25% of the \$347 million goal. Several vice presidents commented on recent gifts and progress.

USM Quasi-Endowment Grant Requests for 2025 (action)

This program began in 2015 after legislation was passed to allow the System to invest some of its fund balance with the USM Foundation. Part of the income generated from those investments goes directly back to campuses, but a portion of it funds this grant program. The program is designed to encourage programs and activities that will build endowment. Funding has been used for staff positions, planned giving efforts, data projects, and other activities that support endowment-building. The program has always been and continues to be successful. Regent Breslin moved recommendation, seconded by Regents Pope and Gonella and unanimously approved.

Update on Advancement and Alumni Engagement Professional Development Programs (information)

Regent Breslin turned this item over to Vice Chancellor Leonard Raley. Over the last 15 months, we have held 41 programs, with more than 1200 participants. Our programs are held virtually allowing us to expand the programs, expand our outreach, and keep costs down. To date, we have addressed a lot of technical aspects of fundraising, soft skills, leadership, and a series on the ethics surrounding planned gifts with elderly donor prospects.

BOR Policy IX-2.00 – Affiliated Philanthropic Support Foundations, Section IV, Recognition of Existing Affiliated Foundation (action)

This section in the affiliated philanthropic support foundations policy is essentially a clean-up of the policy. The recognition of existing foundations was a one-time requirement, and the affiliated foundations have complied. Regent Breslin moved recommendation, seconded by Regents Pope and Gonella and unanimously approved.

BOR Committee on Advancement Charge (action)

The committee reviewed its charge and approved it as it stands. This is done annually at the first meeting of the fiscal year. Regent Breslin moved recommendation, seconded by Regents Pope and Gonella and unanimously approved.

The meeting adjourned at 11:30 am.

TOPIC: Quasi endowment grants

COMMITTEE: Advancement Committee

DATE OF MEETING: October 22,2024

SUMMARY: The Quasi-Endowment Fund, initiated in FY15, was established with \$50 million committed by USM institutions and the USM Office. Spendable income from this quasi-endowment funds two components: a competitive grant program administered through the USM Office of Advancement, and direct funding of institution fundraising programs. The USM Office has reviewed and recommended grants for CY 2025 as summarized in the chart titled 2025 USM Quasi Endowment Grant Requests and Recommendations.

ALTERNATIVE(S):

FISCAL IMPACT:

CHANCELLOR'S RECOMMENDATION:

COMMITTEE ACTION: Approved DATE: 10.22.24

BOARD ACTION: DATE:

SUBMITTED BY: Leonard Raley, Vice Chancellor for Advancement, rale@usmd.edu
301-445-1941



**USM Quasi-Endowment Grant Program
2025 Grant Requests**

In FY15, the USM and its institutions established a \$50 million quasi-endowment in support of endowment-building at each USM institution. The USM Office administers a grant program funded by its \$10 million commitment to this quasi-endowment. Approximately \$475,000 in funds are available through this competitive grant process. USM staff makes funding recommendations, which are reviewed and approved by the Board of Regents Advancement Committee.

INSTITUTION	DESCRIPTION	AMOUNT REQUESTED	STAFF RECOMMENDATION
Bowie State University	Funds will be used to strategically build BSU's Legacy Giving Program, including soliciting of major and planned gifts. The funds would be dedicated to include: employing a legacy giving officer (GO); memberships for that GO within the local community associations and for necessary travel; legacy giving activities to include data collection and analysis, advisory board formation, Legacy Society amplification during BSU's inaugural Alumni Weekend, donor engagement, marketing, and pipeline development.	\$75,000	\$45,000
Coppin State University	Continued funds for the Development Associate for Alumni Engagement and Prospect Research. This position has been instrumental in Coppin's recent fundraising year and the public launch of the university's largest capital campaign, BE MORE. Coppin is approaching its 125th Anniversary in 2025.	\$75,000	\$40,000
Frostburg State University	Funds to hire a graphic designer and student administrative support. This includes 2-3 editions of the Clocktower Circle, distribution of created materials, related fundraising and stewardship marketing materials, postage, subscriptions to cover increases in on-line giving platforms.	\$71,000	\$50,000
Salisbury University	Funds to support endowment building efforts tied to the university's centennial anniversary. SU's advancement team developed a fundraising strategy that aims to secure major gifts and long-term financial support through inspired fundraising measures, increased donor participation, and heightened visibility. This includes the creation of a centennial scholarship endowment matching program, implementation of efficiency-building technologies, a development-focused outreach effort, and training and supporting of new fundraising staff.	\$75,000	\$50,000
Towson University	Funds to cover approximately one-third of the projected cost of a new campaign readiness and feasibility study.	\$75,000	\$50,000
University of Baltimore	With the kickoff of its 100th Anniversary Celebration, UBalt seeks funds to establish and execute a sustained drive to raise endowment funds for immediate use, and an expanded contract with the Stelter Co. to invest in attracting and confirming donors interested in including UBalt endowments in their estate planning.	\$75,000	\$50,000
University of Maryland, Baltimore	Hire a contract writer and videographer to promote endowment giving with compelling narratives and high-quality videos that highlight the impact of endowment contributions.	\$66,875	\$35,000
University of Maryland Center for Environmental Science	Launching its centennial year, UMCES seeks funds to mount a thorough marketing campaign. They have developed a marketing plan that includes new centennial branding/logo, outreach via digital platforms, public television and radio, rebranded fundraising print and digital assets. The plan will run in parallel with UMCES' Advancement Plan.	\$75,000	\$40,000
University of Maryland College Park	Funding to help cover the fees for their subscription with Ellucian Scholarship Universe platform, onboarding four new schools and colleges: the RHS School of Business, the College of Education, the College of Behavioral and Sciences, and the College of Information. UMCP has developed a strategic plan to add over 2,000 scholarship funds administered over campus over the next three years.	\$75,000	\$35,000
University of Maryland Eastern Shore	Funds to support a junior development officer to support fundraising efforts on behalf of their programs in intercollegiate athletics, seeking to double the number of athletic endowments over the next two years.	\$70,000	\$45,000
The Universities at Shady Grove	Funds to support matching gifts for scholarship endowment.	\$20,000	\$15,000
USM Hagerstown	Continue to grow its endowment fund from both current and new donors through matching gifts.	\$30,000	\$20,000
TOTAL REQUESTED		\$782,875	
TOTAL AWARDED			\$475,000

TOPIC: BOR Policy IX-2.00 – Affiliated Philanthropic Support Foundations;
Recognition of Existing Affiliated Foundations (action)

COMMITTEE: Committee on Advancement

DATE OF MEETING: October 22, 2024

SUMMARY: The USM Policy IX-2.00 – Policy on Affiliated Philanthropic Support Foundations is being amended to reflect the completion of Section IV, Recognition of Existing Affiliated Foundations. This section describes a one-time process by which existing foundations verified that they were in compliance with the new requirements in order to be recognized by the Board of Regents.

All existing affiliated foundations have met the requirements; therefore, this section is no longer needed and will be deleted from the policy.

ALTERNATIVE(S):

FISCAL IMPACT: None

CHANCELLOR’S RECOMMENDATION:

COMMITTEE ACTION: Approved DATE: 10.22.24

BOARD ACTION: DATE:

SUBMITTED BY: Leonard Raley, Vice Chancellor for Advancement, raleym@usmd.edu
301-445-1941



IX - 2.00 - POLICY ON AFFILIATED PHILANTHROPIC SUPPORT FOUNDATIONS

(Approved by the Board of Regents on March 1, 1989; amended on November 29, 1990; amended on October 1, 1999 and amended on February 17, 2023)

I. Purpose and Scope

The Board of Regents of the University System of Maryland (USM) recognizes the importance of philanthropy and encourages private support (1) for the benefit of the USM and its constituent institutions and components (herein collectively referred to as “USM”) and (2) for education and support activities operated by the USM. The Board also recognizes the important role of affiliated philanthropic support foundations (foundation) in supporting philanthropic activities across the USM. This policy governs the formation and operation of affiliated philanthropic support foundations and the respective rights and responsibilities of the Board of Regents, USM institutions, and foundations.

This policy applies to existing or prospective Section 501(c)(3) organizations that are created and operated with one or more of the following purposes:

- To support fundraising programs and contributions from private sources to foster, support, and promote the general welfare of the USM; and/or
- To manage and invest private gifts and/or property for the benefit of the USM.

The USM, its institutions, and such other components of the USM as the Board of Regents may determine may have an affiliation with such an entity.

A subsidiary legal entity formed or owned by an affiliated foundation may use the name, personnel or facilities of the USM only if it is separately recognized by the Board of Regents pursuant to this policy or a Board of Regents policy applicable to non-fundraising affiliates.

Entities with the primary purpose of economic development or research activities are governed by Board of Regents Policy VIII-13,00 Policy on Business Entities.

II. Responsible USM Official

A Responsible Official is accountable for the relationship between the foundation and the institution or component with which it is affiliated. The Responsible Official shall monitor compliance with USM policies and agreements between the foundation, the USM, and the institution or component.

- A. The chancellor is the Responsible Official for the University System of Maryland Foundation and any other System-wide or multi-institution philanthropic foundation.
- B. The institution president is the Responsible Official for a foundation affiliated with the institution, including any components of that institution.

The Responsible Official shall be evaluated annually to determine whether they have ensured that the foundation has complied with Board of Regents policies and reasonable prudent business practices.

III. Establishment and Recognition of a New Affiliated Philanthropic Support Foundation

Launching a new foundation requires (1) establishment of the legal entity, (2) completion of an operating agreement between the foundation and the institution and (3) recognition by the Board of Regents as an affiliated philanthropic support foundation. Although institution presidents may establish a foundation without Board of Regents approval, Board recognition is required in order for the foundation to use the institution's name or resources. It is recommended that these three steps be addressed concurrently or in close succession.

A. Establishment

In accordance with § 15-104 of the Education Article, Annotated Code of Maryland, the president of a USM institution may establish campus-based foundations without the approval of the Board of Regents, provided that such entities must operate subject to this USM Board of Regents' policy and any others adopted by the Board of Regents with provisions explicitly applicable to affiliated philanthropic support foundations.

A president shall give the chancellor notice of the establishment of any new foundation in conjunction with the signing of an operating agreement and a request for Board of Regents recognition. Such notice shall include: The (proposed) name of the foundation, its mission statement, its initial Board members, copies of its articles of incorporation and corporate bylaws, and, if available, the IRS Form 1023 and any IRS determination letters.

B. Operating Agreement

The institution and the foundation shall enter into an annual operating agreement, to be signed by the Responsible Official and the foundation officer authorized to sign such agreements. The agreement shall establish the relationship between the parties, describe the purpose of the foundation, and acknowledge the applicability of Board of Regents policies. The agreement shall also condition the organization's use of the institution's name or any other name, emblem, or mark to which the institution has any legal right upon the foundation's continuing compliance with all Board of Regent policies on foundations. The agreement shall be approved by the chancellor or the chancellor's designee to ensure consistency with all applicable Board of Regents policies.

C. Board of Regents Recognition of Affiliation Status

The Responsible Official and the foundation shall obtain Board of Regents recognition of status as an affiliated foundation before the foundation can use the institution's name or any other name, emblem, or mark to which the institution has any legal right. This

request, to be submitted by the Responsible Official to the chancellor, shall include the following:

1. Notification of establishment (see item III.A)
2. Operating agreement between the institution and the foundation (see item III.B)
3. Draft affiliation agreement between the foundation and the Board of Regents to be signed after final approval of affiliation status by the full Board of Regents (see Appendix A for a sample agreement).
4. Business plan narrative for the new entity, including use of institution staff or resources, if any, and information on how the fundraising foundation will achieve a scale sufficient to satisfy all reporting and compliance requirements for tax-exempt organizations and appropriately manage organizational risks.

The chancellor shall review this request and provide any feedback to the Responsible Official within 45 days of submission. The chancellor may reject the request without the Board of Regents' consideration if feedback is not addressed. Following chancellor approval, requests shall be considered first by the Board of Regents Committee on Advancement and then by the full Board of Regents.

Any dispute about the propriety or right to a foundation's name related to the institution's name or intellectual property shall be resolved by the Board of Regents.

~~IV. — Recognition of Existing Affiliated Foundations~~

~~For those philanthropic support foundations identified in Board of Regents Policy IX-2.01: Recognition of Affiliated Foundations that are in compliance with reporting requirements as of the date of adoption of this policy, the Board of Regents shall verify their affiliated status upon receipt of the:~~

- ~~A. Operating agreement between the institution and the foundation (see item III.B);~~
- ~~B. Draft affiliation agreement between the affiliated fundraising foundation and the Board of Regents (see Appendix A for a sample agreement; to be signed after approval of affiliation status by full Board of Regents);~~
- ~~C. Articles of incorporation and corporate bylaws, the IRS Form 1023 and any IRS-determination letters for the affiliated philanthropic support foundation.~~

~~These documents shall be provided to the Board by December 31, 2023. Any dispute about the propriety or right to a foundation's name related to the institution's name or intellectual property shall be resolved by the Board of Regents.~~

V.IV. Changes and Revocation of Affiliated Status

- A. Changes in foundation organizational documents, such as Articles of Incorporation, Bylaws or similar documents and agreements, or changes to the exempt purpose approved by the Internal Revenue Service, are to be communicated to the chancellor within 30 days of adoption and/or communication to the Internal Revenue Service.

- B. When changes to organizational documents or exempt purpose as approved by the Internal Revenue Service change the activities such that the organization becomes something other than a fundraising foundation, the organization will no longer have recognized status as an affiliated foundation and will then be subject to policy appropriate for the form of relationship to the USM or its institutions.
- C. Failure to obtain a determination in a timely manner from the Internal Revenue Service that the foundation has been recognized as a publicly supported charitable organization exempt from tax under Section 501(c)(3) of the Internal Revenue Code, or a foundation's loss of IRS qualification as a publicly supported charitable organization exempt from tax under Section 501(c)(3) will result in the Board of Regents revocation of a foundation as an affiliated foundation within the scope of this policy.
- D. The Board of Regents may revoke its recognition of an affiliated foundation that fails to comply with this policy or the terms of the affiliation and/or operating agreements. In such case, the foundation shall no longer be entitled to use the name, staff, resources or facilities of the USM. The Board of Regents may seek guidance of the Office of the Attorney General in seeking any appropriate legal remedies.

VI.V. Structure and Independence

- A. Each affiliated fundraising foundation shall operate as a Maryland charitable non-stock corporation that is legally separate from the USM and is recognized as a 501(c)(3) public charity by the Internal Revenue Service with a clearly articulated purpose of support of the USM or one or more of its institutions or components.
- B. Articles of Incorporation shall include provisions that in the event of termination, dissolution, or loss of affiliated status, all remaining assets, direct or indirect, of the entity shall be transferred to a Board of Regents recognized affiliated philanthropic support entity
- C. The management and control of a foundation shall rest with a board of directors (or board of trustees; in this policy, directors shall also refer to trustees.)
- D. Presidents may serve only as ex-officio and non-voting members of the foundation's board of directors. USM employees may serve as voting members of the board of directors of any affiliated foundation, provided that USM employees do not constitute more than 20 percent of the foundation's board of directors.
- E. With the approval of the Responsible Official, an officer or employee of the USM may also serve as an officer or employee of an affiliated philanthropic support foundation. An employee or officer of a foundation who is also an employee or officer of the USM may not represent both parties in any negotiation between the foundation and the USM. Institutions must develop and formalize conflict of interest management arrangements for each USM employee performing roles for an affiliated philanthropic support foundation. Any exemptions to the requirements of the Public Ethics Law are to be documented in a

manner consistent with that required under Board of Regents Policy III-1.10 Policy on Conflicts of Interest in Research and Development.

- F. Officers and staff members of a foundation and USM staff assigned to carry out functions of a foundation shall be bonded, and liability insurance for directors and officers shall be obtained by the foundation, in amounts to be determined by the board of directors.
- G. An affiliated fundraising foundation may use non-staff resources (e.g., space, equipment, facilities) of its affiliated institution without direct, dollar for dollar reimbursement to the institution.

~~VII~~.VI. Scope of Activities

- A. Foundations shall comply with applicable Internal Revenue Code provisions and regulations and all other applicable policies and guidelines. Foundations may not engage in activities that conflict with federal or state laws, rules and regulations, USM policies, or the role and mission of the USM.
- B. Other than fundraising, fundraising support, gift management and investment management, after December 31, 2023, foundations may not engage in activities on behalf of the USM or institutions or components that the USM or its institutions or components could perform, without specific written approval by the Board of Regents.
- C. Foundations may acquire personal or real property assets for the eventual transfer to, or purchase by, the USM or its institutions; however, foundations may not make such acquisitions in a manner inconsistent with public ethics laws that would apply if the USM or its institutions were directly acquiring said property.
- D. All activities of foundations shall be in conformance with Section 501(c)(3) of the United States Internal Revenue Code. This includes but is not limited to the restriction that "[n]o substantial part of the activities (of a foundation shall be) carrying on propaganda, or otherwise attempting to influence legislation." Furthermore, no foundation shall directly or indirectly "participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office." In particular, a foundation may not make any contribution, whether in money or in kind, to any candidate for public office. The purchase of tickets to an event intended to raise money for use by a candidate in a political campaign is a violation of this policy.

~~VIII~~.VII. Financial Activities and Business Operations

- A. The directors of each foundation board have the fiduciary responsibility to oversee the adequacy of the foundation's internal controls, as well as the sufficiency and appropriateness of its financial reporting. In fulfillment of these responsibilities, directors shall foster direct and private communications with the foundation's independent accountants on a regular basis and shall assure direct access to its internal audit function for independent accountants.

- B. The foundation shall ensure that it clearly presents itself as an independent entity separate and distinct from the USM and its constituent institutions and components. All correspondence, solicitations, activities, and advertisements on behalf of a foundation shall use the name of that foundation and shall be clearly identified as an activity of that foundation to ensure that the public is aware that the activities undertaken by the foundation are separate and distinct from those of the USM. The letterhead of a foundation shall carry the complete legal name of the foundation or a registered Doing Business As (DBA) name (e.g., The University System of Maryland Foundation, UMBC Foundation, USG Foundation, etc.).
- C. Trademarks, service marks, logos, seals, or the name of the USM or any of its constituent institutions or components may be used by the foundation only with the prior written approval of the Responsible Official.
- D. In all negotiations and transactions with third parties, for fundraising and all other activities, foundation officers and employees shall take care to ensure that all parties involved are aware that the foundation is an independently established and separately operated legal entity from the USM. Obligations of foundations shall not be obligations of the USM or the State of Maryland.
- E. Foundation funds shall be kept separate from USM funds. USM funds shall not be transferred to foundations for any purpose except, when appropriate, by action of the Board of Regents after review by the Office of the Attorney General. Funds or gifts payable to the Board of Regents, the USM, one of its constituent institutions, or to any other USM component shall not be deposited with a foundation.
- F. Acceptance of gifts by the USM or a foundation is subject to applicable USM policies on gifts, including Board of Regents Policy IX-5.00 Policy on Ethical Practices in Charitable Giving. Fundraising campaigns and solicitations of major gifts for the benefit of the USM shall be approved in advance by the Responsible Official and should be compatible with the plans and needs of the USM. Before accepting contributions or grants for restricted or designated purposes that may require administration or direct expenditure by a constituent institution or other component of the USM, a foundation must obtain the prior approval of the Responsible Official. The foundation shall assure that each gift shall be used in accordance with the legally enforceable terms and conditions attached to such gift.
- G. Financial activities of an affiliated fundraising foundation shall be administered in accordance with prudent business practices. Each foundation's board of directors shall adopt an expense authorization and reporting process. The process shall define the dollar threshold and nature of expenses requiring approval of a member of the board of directors, who shall not be a USM employee, and it shall define the type and frequency of expense reporting to the board of directors. An adequate and effective system of internal control designed to reduce the risk of loss, ensure appropriate attention to compliance obligations, and formalize approvals and lines of authority, is an important and necessary part of prudent business practices.

- H. Foundations are encouraged to use the professional investment management resources and infrastructure provided by the University System of Maryland Foundation (or its successor(s)). In the circumstance where a foundation chooses another entity to perform investment management services, should the foundation's investments underperform appropriate market indices for three consecutive years, the Board of Regents may request from the foundation an independent review of its investment strategies along with plans for corrective action.
- I. All USM affiliated foundations may be assessed an annual overhead charge that shall be determined by the Board of Regents in consultation with the Presidents. The charge shall be transferred to the University System of Maryland Foundation (or its successor(s)) to cover certain costs incurred by the University System of Maryland Foundation on behalf of the Board of Regents and the Chancellor.

IX.VIII. Audits, Inspection and Reports

A. Audits and Inspection

- 1. Each foundation shall be audited annually by an independent certified public accountant who is not a director or officer of the foundation and who is approved by the Responsible Official. Each foundation should conduct its fiscal operations to conform to the USM's fiscal year. Each foundation shall prepare its annual financial statements in accordance with generally accepted accounting principles. The independent audit shall be performed in accordance with generally accepted auditing standards. As part of the audit, the auditor shall verify a summary annual report of transfers of funds made to the USM or its institutions.
- 2. Each year each foundation shall provide a separate audit, to be performed by either the foundation's independent auditor, or the USM Office of Internal Audit, of all unrestricted funds available to the Chancellor and/or the President(s).
- 3. Annually, the Responsible Official, directors and chief officers of each foundation should review their responsibilities, and the business and operational risks facing the foundation.
- 4. A foundation shall permit the Responsible Official or their designee to inspect, at reasonable times, the following documents: the foundation's books and records; its most recent federal and state tax returns; and a list of employees, consultants, and legal counsel for the fiscal year. At the request of the Chancellor or the Chairperson of the Board of Regents, the foundation shall permit the internal auditors of the Board of Regents access to all books and records of the foundation.

B. Reports

- 1. Within 120 days after the close of the USM's fiscal year, each foundation shall provide the Responsible Official with copies of the following, which are to be

transmitted to the Office of the Chancellor along with a set of assertions as to affiliated fundraising foundation compliance with Board of Regents policy requirements:

- a. annual financial audit report;
 - b. annual audit report of transfers made to the USM, institution and components;
 - c. annual audit report of unrestricted funds available to the Chancellor and/or the President;
 - d. a list of foundation officers and directors;
 - e. a list of USM employees who received compensation or other payments from the foundation during the fiscal year and the amount of that compensation or payment, detailed into compensation for services, and other payments;
 - f. IRS Form 990 and any related State or other regulatory compliance reports (when filed or available);
 - g. a list of all state and federal contracts and grants managed by the foundation; and
 - h. A written affirmation of the foundation board chair, executive director and the Responsible Official that they have read, understand and have complied with the provisions of the Board of Regents Policy on Affiliated Philanthropic Support Foundations.
2. Should the foundation not submit the required documents and reports within the required time period, the Chancellor and the Responsible Official (if other than the Chancellor) shall issue a joint warning to the foundation. Should the foundation not demonstrate satisfactory progress toward immediate compliance, the Board of Regents may revoke its affiliated status or take other appropriate action.
 3. The Chancellor may request from the Responsible Official information on foundations according to the schedule and format specified by the Chancellor.
 4. The Chancellor shall annually send any revised Board of Regents' policies relating to affiliated foundations to the Department of Legislative Services within 180 days of the end of the USM's fiscal year.
 5. The Board of Regents shall issue an annual report to the Legislative Joint Audit and Evaluation Committee regarding the operations of the affiliated foundations. The report shall be available no later than 180 days after the end of the USM's fiscal year.



Appendix A

**Model Affiliation Agreement between the University System of Maryland
Board of Regents and Affiliated Philanthropic Support Foundation**

Board of Regents Policy IX-2.00 Policy on Affiliated Philanthropic Support Foundations, Section III C. requires:

The Responsible Official and the foundation shall obtain Board of Regents recognition of status as an affiliated foundation before the foundation can use the institution's name or any other name, emblem, or mark to which the University has any legal right.

and in the same section #3, including a:

Draft affiliation agreement between the foundation and the Board of Regents...

This agreement is to remain in force for as long as the affiliation status is maintained and recognized by the Board of Regents. The affiliated philanthropic support foundation named above agrees and acknowledges that:

1. The above-named affiliated philanthropic support foundation commits to maintaining an operating agreement with the affiliated university that reflects best practices and the requirements of the BOR policy.
2. The BOR acknowledges that the named affiliated philanthropic support foundation is an independent 501 (c) 3 entity with its own governing board and financial systems.
3. The above-named affiliated philanthropic support foundation commits to compliance with all applicable BOR policies.
4. The above-named affiliated philanthropic support foundation understands and agrees to the consequences of failing to comply with the BOR policy governing affiliated philanthropic foundations, including but not limited to denial of the right to use the name and resources of the university.
5. The above-named affiliated philanthropic support foundation acknowledges that its dissolution will result in transfer of its funds to a BOR-recognized foundation for the benefit of the affiliated university.

6. The above-named affiliated philanthropic support foundation agrees to follow all applicable laws pertaining to their 501 (c) 3 status.
7. The above-named affiliated philanthropic support foundation agrees that any changes to

corporate documents or purpose must be communicated to the BOR within 60 days, and that certain changes may result in revocation of recognition.

8. The above-named affiliated philanthropic support foundation agrees that it will cease using the institution or USM name or any other name, emblem, or mark of the university or USM in the event of a Board of Regents action to revoke its recognition as an affiliated philanthropic support foundation upon formal communication of such action.

We the undersigned, do hereby agree to, and acknowledge the terms of this affiliation agreement:

Executive Director, President or Chief Executive Affiliated philanthropic support organization	Date
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Responsible Official USM institution	Date
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Chancellor (on behalf of the Board of Regents) University System of Maryland	Date
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TOPIC: Committee Charge

COMMITTEE: Advancement Committee

DATE OF MEETING: October 22,2024

SUMMARY: The BOR Committee on Advancement will review and discuss the committee charge.

ALTERNATIVE(S):

FISCAL IMPACT:

CHANCELLOR'S RECOMMENDATION:

COMMITTEE ACTION: Approved DATE: 10.22.24

BOARD ACTION: DATE:

SUBMITTED BY: Leonard Raley, Vice Chancellor for Advancement, rale@usmd.edu
301-445-1941



Committee on Advancement Charge

The Committee on Advancement shall consider and report to the Board on all matters relating to the University System of Maryland's private fund-raising efforts, including policies, strategies, best practices and national standards affecting capital campaigns and ongoing fund-raising programs of individual institutions and the University System of Maryland.

This Committee shall give support to individual institutions and affiliated foundations in all development/advancement efforts, recognizing the vast majority of donors' interests lie with individual institutions, and in many cases, specific programs. This Committee shall also encourage individual institutions and affiliated foundations in seeking collaborative and joint fundraising between and among institutions and programs.

This Committee shall support efforts to bring more resources to advancement programs in order to build a thriving culture of philanthropy and engagement, which in turn improves scholarship, student access, and innovation across the USM.

This Committee shall review institutional and system-wide efforts and make recommendations to the Board regarding the enhancement of system interests through entrepreneurial and private fund-raising activities, including gifts, donations, bequests, endowment, grants, venture, cooperative agreements, and other public-private opportunities.

The Committee will encourage all system institutions to establish positive and noteworthy stewardship standards, reflected in the regular communication with donors about the intent, use, and outcomes of the application of the funds received. This Committee will review requests related to the naming of academic programs and facilities.

This Committee acknowledges the critical role of affiliated foundations in these efforts, and in particular good stewardship and management of funds. This Committee shall consider and report to the Board on all matters relating to System-affiliated foundations, alumni associations and similar 501 (c) (3) organizations affiliated with the USM and monitor activities to assure adequate institutional controls are in place.

Per Regents policy, this committee shall review selected Regent's Advancement policies annually and each policy shall be reviewed at least once every four years.



UNIVERSITY SYSTEM
of MARYLAND

**BOARD OF REGENTS
COMMITTEE ON FINANCE**

September 16, 2024

Meeting via Video and Conference Call

DRAFT

Minutes of the Public Session

Regent Fish called to order the first meeting of the year of the Finance Committee of the University System of Maryland Board of Regents at 3:03 p.m., welcoming participants joining via video and teleconference. She introduced the Committee's new member, Regent Mirani, who serves as the Board's newest Student Regent. Regent Mirani is an undergraduate student at the University of Maryland, College Park, pursuing dual degrees in Computer Science and Government and Politics with a concentration in International Relations. Regent Fish noted that while Regent Mirani will serve as a non-voting member during his first year, his participation and contributions are highly anticipated.

Regents participating in the session included: Ms. Fish, Ms. Gooden, Mr. Hasan, Mr. Mirani, Mr. Pope, and Mr. Sibel. Also participating were: Chancellor Perman, Ms. Herbst, Ms. Wilkerson, Dr. Wrynn, Ms. Lawrence, Mr. Sandler, Assistant Attorney General Palkovitz, President Fowler, President Schmoke, Ms. Amyot, Ms. Aughenbaugh, Mr. Bobart, Mr. Colella, Mr. Danik, Mr. Donoway, Mr. Henley, Mr. Kumar, Mr. Lockett, Mr. Lowenthal, Mr. Oler, Mr. Sergi, Mr. Keeney, Mr. Atkins, Mr. Mohammadi, Ms. Watson, Mr. Allen, Mr. Hauer, Ms. McWeeney, Mr. Pfister, Mr. Harrison, Ms. Adkins, Ms. Auburger, Mr. Beck, Ms. Denson, Mr. Eismeier, Mr. Hickey, Ms. Norris, Mr. Samuel, Ms. Bucko, Mr. Brown, Ms. McMann, and other members of the USM community and the public.

Proceeding with the agenda, Regent Fish acknowledged President Schmoke with a greeting. Joining President Schmoke were Ms. Amyot, advisor to the president for strategic initiatives and Ms. Aughenbaugh, CFO and vice president for business affairs

1. The University of Baltimore Facilities Master Plan 2024-2034 (presentation and information)

Regent Fish introduced the University of Baltimore's 2024-2034 Facilities Master Plan, noting that the plan aligns with the University's upcoming 100th anniversary. She described the plan as a comprehensive blueprint that captures UBalt's long-term vision, strategic priorities, and physical planning principles, aiming to enhance campus building efficiency and quality over the next decade and beyond.

Regent Fish highlighted the extensive community engagement that informed the plan, including participation from faculty, staff, students, and external partners through town halls, surveys, and listening sessions. She further acknowledged the contributions of external partners—including the Central Baltimore Partnership, Bolton Hill Community Association, Mount Vernon-Belvedere Association, and others—in aligning the plan with broader community and city objectives.

Before turning to President Schmoke for the presentation, Regent Fish outlined the two-part approval process for campus facilities plans. She explained that a plan is initially presented for information and discussion, then placed on the agenda at the following meeting for recommendation to the full Board for approval. Regent Fish emphasized that approval of the plan does not imply approval of capital projects or funding, as these items are subject to the standard capital and operating budget review processes. Regent Fish then invited President Schmoke and his colleagues from the University of Baltimore to begin their presentation.

President Schmoke, together with Ms. Amyot, presented the University's new facilities plan to the Committee. They emphasized UBalt's history as a center for career-focused education, serving predominantly Maryland-based students, many of whom are older, working adults. The campus facilities reflect this mix of traditional and non-traditional student needs, with both modern buildings and structures requiring significant renovation.

The plan's primary goals are to "right-size" the campus by reducing square footage, modernizing the learning and working environment to enhance academic success, addressing deferred maintenance, and renewing or replacing underperforming buildings. Five guiding principles were highlighted: establishing a sense of place, fostering a vibrant and inclusive campus, modernization, space renewal, and strengthening the pedestrian experience. Located in a transit-rich area, UBalt aims to replace the Academic Center facility, creating an open plaza space to enhance campus identity, improve pedestrian safety, and support Midtown revitalization near Penn Station. As UBalt prepares for its Centennial in 2025, the facilities plan is designed to transform the campus and foster educational success.

Following the presentation, the Committee raised several questions. President Schmoke addressed enrollment, noting the current number of students at 3,200 with a target of 4,000. In response to a question regarding the Academic Center, Ms. Amyot explained that the acquisition of a welcome center would assist in determining swing space needs. Noting that 87% of campus facilities were listed in poor condition, Regent Hasan inquired about safety concerns, including the presence of asbestos. Ms. Amyot responded that while HVAC, roofing, windows, and other elements are beyond their useful life, ongoing regular maintenance has preserved their condition, and there is no asbestos. The discussion concluded with a focus on the potential acquisition of 101 W. Mount Royal Avenue and UBalt's decision to lease with an option to acquire, which was determined to be more cost-effective than new construction. Factoring in the costs of new construction and the comprehensive facilities condition assessment, UBalt affirmed this as the most efficient and cost-effective approach.

President Schmoke and Ms. Amyot offered to follow up in writing with further details on three matters: (1) Environmental Health and Safety in campus buildings, (2) swing space planning for the Academic Center replacement project, and (3) a build-versus-buy analysis for the Academic Center replacement and the 101 W. Mount Royal Avenue property.

Regent Fish expressed her appreciation to President Schmoke and Ms. Amyot. She invited Committee members to share any additional questions, comments, or feedback with her following the meeting, which she would then convey to the institution and the USM Office.

The Finance Committee received the item for information purposes.

2. Review of the Finance Committee Charge, Role, and Responsibilities (action)

Regent Fish noted that, at the beginning of each annual meeting cycle, the Board's Committee on Governance and Compensation requests that each committee review and update its charter as needed. Regent Fish then outlined the purpose and responsibilities of the Committee. It performs all necessary business and provides guidance to the Board to support the University System's long-term financial health and development, grounded in strong fiscal and administrative policies.

Regent Fish highlighted that the Committee considers, reports on, and makes recommendations to the Board regarding matters of financial affairs; capital and operating budgets; facilities; student enrollment; investments; real property transactions; business entities; procurement contracts; human resources; tuition, fees, room and board charges; and the long-range financial planning of the University System.

It was further noted that Committee members are appointed annually by the Chairperson of the Board, ensuring that at least one member possesses financial expertise and experience. The Committee typically convenes six times per fiscal year, with no fewer than four meetings as required.

Regent Fish confirmed that there were no proposed changes to the Committee's charter at this time. Included in the materials for information purposes was a chart outlining the annual cycle of input to the University System of Maryland's financial management process, along with the Committee's tentative workplan for the year.

The Finance Committee recommended that the Board of Regents approve the charge as presented.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 5 Nays: 0 Abstentions: 0

3. Bowie State University: Public-Private Partnership Student Housing (action)

Regent Fish stated that the item on the agenda for Bowie State University had been removed and would not be considered at the meeting.

4. University of Maryland, College Park: Emergency Procurement Report (information)

Regent Fish introduced the next agenda item, an informational report on an emergency procurement by the University of Maryland, College Park. She welcomed Mr. Colella, vice president and chief administrative officer; Ms. Watson, assistant vice president for procurement and business services; and Mr. Allen, executive director for the Department of Transportation, who joined to address the Committee.

Regent Fish noted that the University had conducted an emergency procurement to acquire thirty-five electric buses at a total cost of \$36.5 million. This procurement was funded by a \$40 million Federal Transit Administration grant awarded last year, which also covers the cost of necessary charging stations. Initially, the University intended to procure the buses through a Maryland Department of Transportation contract. However, due to delays in the award of that contract, the University utilized a cooperative purchasing agreement through the State of Virginia.

Regent Fish then invited Mr. Colella and his colleagues to provide further details on the transaction. Mr. Colella explained that what appeared to be delays in the Maryland state contract process prompted the University to pivot to a Virginia state contract for procuring the buses. In response to a question from Regent Gooden about the decision to forego a Maryland state contract, Mr. Colella clarified that the Maryland contract was ultimately not awarded. Ms. Watson added that no Maryland contract had appeared on the state's eMaryland Marketplace Advantage (eMMA) site. With a strict timeline in place, the University proceeded with the Virginia contract, although only one of two eligible vendors responded. The buses were required to be manufactured in the United States. Mr. Allen noted that even if the Maryland contract had been awarded, it was uncertain whether the University would have met its deadline for having the buses on campus. A clear expectation was conveyed for strengthened communication in the future, with a recommendation that the University engage the appropriate USM and Board leadership before moving forward with comparable large-scale initiatives.

The Finance Committee received the item for information purposes.

5. Convening Closed Session

Regent Fish read the Convene to Close Statement.

“The Open Meetings Act permits public bodies to close their meetings to the public in circumstances outlined in §3-305 of the Act and to carry out administrative functions exempted by §3-103 of the Act. The Committee on Finance will now vote to reconvene in closed session. The agenda for the public meeting today includes a written statement with a citation of the legal authority and reasons for closing the meeting and a listing of the topics to be discussed. The statement has been provided to the regents and it is posted on the USM's website.”

The Chancellor recommended that the Committee on Finance vote to reconvene in closed session.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 5 Nays: 0 Abstentions: 0

Regent Fish thanked everyone for joining. The public meeting was adjourned at 4:21 p.m.

Respectfully submitted,

Ellen R. Fish
Chair, Committee on Finance



UNIVERSITY SYSTEM
of MARYLAND

**BOARD OF REGENTS
COMMITTEE ON FINANCE**

September 16, 2024
Meeting via Video Conference

DRAFT

Minutes of the Closed Session

Regent Fish called the meeting of the Finance Committee of the University System of Maryland Board of Regents to order in closed session at 4:23 p.m. via video conference.

Regents participating in the session included: Ms. Fish, Ms. Gooden, Mr. Hasan, Mr. Mirani, Mr. Pope, and Mr. Sibel. Also participating were: Chancellor Perman, Ms. Herbst, Ms. Wilkerson, Dr. Wrynn, Ms. Lawrence, Assistant Attorney General Palkovitz, Ms. Auburger, Mr. Hickey, and Ms. McMann. President Fowler, Mr. Sergi, Mr. Hauer, Ms. McWeeney, and Mr. Pfister also participated in part of the session.

1. The committee discussed the awarding of a new contract for comprehensive data analytics services (§3-305(b)(14)). (Regent Fish moved recommendation, seconded by Regent Gooden; approved)
Vote Count = Yeas: 5 Nays: 0 Abstentions: 0
2. The committee discussed the proposed FY 2026 Operating Budget submission and potential adjustments to the submission (§3-305(b)(13)).
This item was presented for information purposes; there were no votes on this item.

The session was adjourned at 4:56 p.m.

Respectfully submitted,

Ellen R. Fish
Chair, Committee on Finance



UNIVERSITY SYSTEM
of MARYLAND

**BOARD OF REGENTS
COMMITTEE ON FINANCE**

October 30, 2024

Meeting via Video and Conference Call

DRAFT

Minutes of the Public Session

Regent Fish called to order the first meeting of the year of the Finance Committee of the University System of Maryland Board of Regents at 10:32 a.m., welcoming participants joining via video and teleconference.

Regents participating in the session included: Ms. Fish, Mr. Gonella, Ms. Gooden, Mr. Hasan, Mr. Mirani, Mr. Pope, Mr. Sibel, and Mr. Wood. Also participating were: Chancellor Perman, Ms. Herbst, Mr. Raley, Dr. Wrynn, Dr. Masucci, Ms. Wilkerson, Assistant Attorney General Langrill, Assistant Attorney General Palkovitz, Assistant Attorney General Stover, Ms. Amyot, Ms. Aughenbaugh, Mr. Donoway, Mr. Henley, Mr. Lockett, Mr. Lowenthal, Ms. Michels, Mr. Oler, Mr. Reuning, Dr. Rhodes, Mr. Sergi, Mr. Keeney, Ms. Owens, Mr. Clarke, Mr. McCann, Mr. Eigenbrot, Mr. Maginnis, Mr. Modlin, Ms. Treber, Mr. Berkheimer, Mr. Mohammadi, Mr. Neitzey, Mr. Steen, Mr. Gilbert, Ms. Salisbury, Ms. Auburger, Mr. Beck, Ms. Denson, Mr. Eismeier, Mr. Hickey, Ms. Norris, Ms. Roxas, Mr. Acton, Ms. Hess, Ms. Sule, Mr. Brown, Ms. Kasden, Mr. Lurie, Ms. McMann, and other members of the USM community and the public.

Turning to the first item on the agenda, Regent Fish welcomed Ms. Amyot, advisor to the president for strategic initiatives and Ms. Aughenbaugh, CFO and vice president for business affairs for the University of Baltimore.

1. University of Baltimore Facilities Master Plan 2024-2034 (action)

Regent Fish opened the discussion by noting that President Schmoke and his colleagues from the University of Baltimore presented their 2024-2034 Facilities Plan at the Committee's September meeting. The updated "100th Anniversary Edition" highlights UBalt's legacy as a hub for career-focused education, with a diverse student body and a mix of modern and aging campus facilities. While newer buildings, such as the law and business schools, provide updated resources, several older facilities require significant renovation or replacement.

The primary goals of the Facilities Plan include reducing total campus square footage to "right-size" the campus, improving spaces for teaching, learning, and work, addressing deferred maintenance, and renewing or replacing underperforming buildings. A key element of the plan involves acquiring the adjacent property at 101 Mount Royal Avenue to support the replacement of the Academic Center, while scaling down the planned facility to reduce overall project costs.

During the meeting, committee members raised questions regarding environmental health and safety in campus buildings, swing space planning during the Academic Center replacement, and build-versus-buy considerations for both the Academic Center and 101 Mount Royal Avenue. The UBalt team addressed these questions and provided follow-up documentation, which was shared with the Board for reference.

Regent Fish reminded attendees that approval of the Facilities Plan does not constitute approval of specific capital projects or funding. Such matters will be reviewed through the established capital and operating budget processes. However, the Facilities Plan serves as a guide for future capital decisions, prioritizing proposed projects for the campus.

The Finance Committee recommended that the Board of Regents approve the University of Baltimore 2024 Ten-Year Facilities Master Plan. Approval of the Plan does not imply approval of capital projects or funding. These items will be reviewed through the normal procedures of the capital and operating budget processes.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

2. University of Maryland Eastern Shore: Increase in Authorization for Athletic Fields Renovation (action)

Regent Fish recognized Ms. Owens, vice president for athletics and recreation, and Mr. Clarke, assistant director, UMCP Service Center, who were available to answer questions regarding the item. The University requested approval to increase the funding authorization for the athletic fields renovation project by \$2.4 million, raising the total project cost from the originally approved \$4.9 million to \$7.3 million, as outlined in the System-Funded Construction Program approved by the Board in June.

The additional funding is necessary to address disparities identified by the Office of Civil Rights, focusing on gender equity, safety, and alignment with industry standards. The project includes significant upgrades to the existing softball and baseball fields, with the scope expanded during the design phase to address additional elements required under Title IX. All funding for the project will come from University System of Maryland Auxiliary Bonds, with UMES responsible for servicing the debt.

The Finance Committee recommended that the Board of Regents approve the University of Maryland Eastern Shore's request to increase the project budget authorization to a total of \$7.3 million for the Athletic Fields Renovation, as outlined in the item.

(Regent Fish moved recommendation, seconded by Regent Gonella; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

3. Towson University: Fieldhouse Renovation and Addition (action)

Regent Wood noted a typographical error in the first line of the item, where the requested funding amount for the renovation and expansion of the Fieldhouse was stated as "\$19,250,00" instead of the correct figure of "\$19,250,000." The error was acknowledged, and it was confirmed that the recommendation reflected the correct amount. It was also noted that the typo would be corrected in the materials provided to the full Board.

Regent Fish recognized Mr. Lowenthal, senior vice president for finance and CFO; Mr. McCann, director of facilities planning; and Mr. Eigenbrot, athletic director, who were present to answer questions regarding this item. Towson University requested authorization for \$19,250,000 to renovate and expand the Fieldhouse, funded through a mix of institutional cash and state funds.

The project includes a 12,920-square-foot addition and a 10,000-square-foot renovation to consolidate the University's Athletics Academic Achievement Program into a single facility, improving operational efficiency and addressing space limitations. The Academic Achievement Center provides critical support for student-athletes' academic success, leadership development, and career preparation. The project also includes renovations to the Athletic Sports Medicine Facility, which serves student-athletes' medical needs. Funding will include \$3.5 million from State General Obligation Bonds allocated in FY 2024, with the remainder provided by institutional cash.

Regent Fish pointed out that the facilities program for this project will require approval from the state's Department of Budget and Management, and any resulting contracts will require the approval of the Board of Public Works. Regent Hasan inquired about the project's 10% contingency budget, expressing concern that it appeared low. Mr. McCann responded that Towson was confident in this contingency amount, as the project does not involve foundation work or other complexities typically associated with going into the ground.

The Finance Committee recommended that the Board of Regents approve the \$19,250,000 Fieldhouse Renovation and Addition Project for Towson University, as outlined in the item.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

4. Towson University: Towson Center Renovation Project (action)

Continuing with Towson, Regent Fish stated that the University had requested authorization for \$5.75 million to renovate and expand the athletic training facility within the Towson Center, funded through institutional cash. The Towson Center serves as the primary training hub for multiple sports, including basketball, volleyball, softball, soccer, gymnastics, tennis, and golf. Planned enhancements will expand and modernize the athletic training facility to 7,200 square feet. With these upgrades, Towson Sports Medicine will be better equipped to address the growing needs of its athletes, focusing on injury prevention, rehabilitation, and optimizing performance. It was noted that any resulting contracts will require the approval of the Board of Public Works.

Regent Fish inquired about the firmness of the project's cost estimates, to which Mr. Lowenthal responded that the estimates were considered firm. Regent Hasan expressed concern that the 5% escalation factor appeared low and questioned why a higher rate was not used. In response, Regent Fish requested a follow-up to include additional due diligence on prior years' actual escalation rates.

The Finance Committee recommended that the Board of Regents approve the \$5,750,000 Towson Center Renovation Project for Towson University, as described in the item.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

5. University of Maryland, Baltimore: Allied Health Air Handler System (action)

Regent Fish recognized Dr. Rhodes, chief business and finance officer and senior vice president for administration and finance, who was present to answer questions. The University of Maryland, Baltimore requested approval for \$5.967 million to replace and upgrade the air handling system in the 84,000-square-foot Allied Health Building, which houses teaching labs, wet lab research space, and School of Medicine offices. The project includes replacing three air handling units, rooftop fans, valves, and piping, along with installing new digital controls. Work will be completed in three phases to maintain facility operations. Funding includes \$469,000 from the FY 2024 Capital Facilities Renewal program, supported by Academic Revenue Bonds, with the remainder covered by institutional resources as part of UMB's maintenance program. Approval by the Board of Public Works is not required, as no state funding is involved in this maintenance project.

Dr. Rhodes was asked about the contingency figure for the project. She explained that the contingency budget is approximately 11% of construction costs, with contingencies built into the costs, with contractor's pricing, at 100% design.

The Finance Committee recommended that the Board of Regents approve the Allied Health Building Air Handler Replacements and Control Upgrades project for the University of Maryland, Baltimore, as outlined in the item.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

6. University of Maryland, College Park: Ground Lease of Property for Second Phase Development of Flex Research and Development Project in Riverdale Park (action)

Regent Fish began by acknowledging the recent retirement of Mr. Carlo Colella, the long-time vice president for administration at the University, and noted his dedicated service to the institution and its mission. She then welcomed Mr. Reuning, interim vice president and chief administrative officer, and Mr. Maginnis, assistant vice president for real estate, who were present on behalf of the University.

The University requested approval for a 99-year ground lease for a joint venture with an affiliate of St. John Properties. This lease covers approximately 6.4 acres in Riverdale Park and represents the second phase of a successful development partnership between the University and St. John Properties. The first phase included the establishment of the College Park Academy, a charter school, and 111,240 square feet of fully leased flex research and development space. The second phase will add 57,960 square feet of flexible R&D space across two buildings, with potential plans for a gymnasium or multi-purpose space to support the Academy. The new space will be versatile, designed to serve businesses in sectors such as engineering, data analytics, earth sciences, virtual reality, cybersecurity, quantum computing, linguistics, additive manufacturing, e-commerce, robotics, aerospace, and biotechnology.

Regent Fish then invited the university representatives to address a few initial items before opening the floor to questions. She asked whether there were any other interested parties for the new flex space beyond the College Park Academy. Mr. Maginnis responded that while there were no in-depth negotiations with tenants underway, demand for flexible space is high. He noted that the first phase of the project was leased up in 18 months and emphasized that this is largely maker space which is in demand.

On the matter of project risk, Regent Fish asked if the University and St. John Properties shared risk equally or if there was no risk to the University. Mr. Maginnis explained that there is no risk of capital calls, as outlined in the operating agreement. However, the primary risks to the University include the long-term encumbrance of the property and the possibility that the land will not generate the projected revenue. He emphasized the strong track record established in the first phase. Finally, Regent Fish inquired about the calculation supporting the \$7.4 million valuation, including the lease rate. Mr. Maginnis explained that the University looked at the income from the first phase, which is averaging more than \$1 million per year, providing a solid track record. He noted that the base rent for the second phase will depend on tenant improvements.

Following the discussion, Regent Fish announced that she would abstain from the vote due to St. John Properties being a client of her employer. A motion to approve the University's request was made by Regent Pope, seconded by Regent Gooden, and approved by the Committee, with Regent Fish abstaining.

The Finance Committee recommended that the Board of Regents approve the University of Maryland, College Park's request to enter into a real property ground lease, as described in the item, consistent with the University System of Maryland Procedures for the Acquisition and Disposition of Real Property.

(Regent Pope moved recommendation, seconded by Regent Gooden; approved)

Vote Count = Yeas: 6 Nays: 0 Abstentions: 1 – Regent Fish

7. Salisbury University: Real Property Exchange with Wicomico County (action)

Regent Fish greeted Mr. Modlin, chief of staff; Ms. Treber, general counsel; and Mr. Berkheimer, associate vice president for facilities and capital management, who were present to address this item. Salisbury University requested approval for a real property exchange with Wicomico County.

The proposed exchange involves the University acquiring the property at 122 South Division Street, which includes a 55,045-square-foot library on 0.74 acres, from the County, while transferring University-owned property at 909 South Schumaker Drive, consisting of the former Ward Museum to the County. Each property will be exchanged for a nominal consideration of \$1.00. Once approved by the Board of Regents and the BPW, the library property will officially become State of Maryland property. To demolish the state-owned library, the University will need to complete the Clearinghouse review process and obtain separate BPW approval.

As part of the transition, the County Library will continue to occupy the library building until renovations on the former Ward Museum property are completed, which is anticipated by mid to late 2026. During this period, the University will lease the library back to the County. The lease agreement, currently being drafted with the Office of the Attorney General, will clarify operational and maintenance responsibilities, with the University aiming to limit its obligations during the lease-back period given the planned demolition.

SU was asked about the next steps in the process. Mr. Berkheimer explained that after Clearinghouse approval, SU will seek BPW approval. Looking ahead, the University intends to request capital funds to demolish the library and construct a performing arts center on the site.

Regent Sibel inquired about parking considerations. Mr. Modlin explained that the library currently uses an existing downtown Salisbury parking garage. There is also a parking garage deal in process with the City. The City Council has contracted a developer to build a new parking facility. Regent Mirani asked about the appraisal process for the property exchange. Mr. Berkheimer responded that SU follows a process using multiple appraisers in the Salisbury area, rotating among them for procurement compliance and diverse perspectives. He noted that SU evaluates appraisers based on their expertise and market knowledge and confirmed that two appraisals were obtained for each property, as required.

The Finance Committee recommended that the Board of Regents approve Salisbury University's request for a real property exchange, as described in the item, consistent with the University System of Maryland Procedures for the Acquisition and Disposition of Real Property.

(Regent Fish moved recommendation, seconded by Regent Gonella; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

8. Proposed Amendments to Exempt and Nonexempt Staff Policies on Annual Leave, Personal Leave, Holidays, and Sick and Safe Leave (action)

Regent Fish introduced the next agenda item, a proposed set of amendments to several human resources policies. In August, the USM Office of Human Resources completed a comprehensive review of current Board policies affecting exempt and nonexempt staff. This review included a comparison with the terms and conditions of employment outlined in labor relations memorandums of understanding across the System, aimed at identifying potential amendments from both an equity and administrative perspective.

As a result of this review, five key changes were recommended for amendment across four Board policies. The proposed changes include increasing the annual leave accrual rate for nonexempt staff from 11 days per year to 14 days, while exempt staff would continue to accrue 22 days from hire. Employees would also be allowed to carry over 60 days of annual leave each year, an increase from the current 50 days, though payout provisions would remain unchanged. An extra personal day would be added in leap years, and an additional holiday would be introduced beginning in 2026, with the specific date to be determined by each institution's president. Finally, the proposed amendments would permit institutions to create employee leave donation or leave bank programs. The changes are not expected to result in direct cost increases; however, some indirect productivity costs are anticipated due to increased leave usage.

Regent Pope inquired about the number of staff affected by the proposed changes. Ms. Roxas, senior director of labor relations, responded that there are approximately 18,000 regular exempt and nonexempt staff. She added that feedback from staff has been positive. It was also confirmed that there would be no direct costs associated with the changes, as the leave payout cap remains in place.

The Finance Committee recommended that the Board of Regents approve the proposed amendments to the policies.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

9. Proposed Amendments to Policy VIII-2.01—Policy on Tuition (action)

Regent Fish introduced the next item, noting its significance as one of the Board's most impactful financial policies. The proposed amendments stem from a comprehensive review conducted over the past 18 months by a USM team led by Mr. Muntz, in partnership with Huron Consulting Group. This review assessed the current policy against national benchmarks, evaluated institutional tuition models, and explored how the policy could advance the Board's long-term strategic goals.

The team engaged in extensive outreach, holding over a dozen meetings and conducting surveys with institutional and shared governance leaders to identify opportunities for policy modifications that would provide flexibility for innovative, market-based tuition approaches. Drawing on best practices and stakeholder feedback, the team developed revisions aimed at enhancing flexibility, fostering innovation, and increasing transparency for both institutions and students.

Key elements of the policy that remain unchanged include the Board's authority to approve tuition rates, the expectation that institutions prioritize Maryland residents to ensure affordability and access, and accountability through periodic reports to the Board. A major update is the introduction of a new "Special Criteria for Differential Rates" section, which streamlines the process for institutions to request Board approval for tuition rates that differ from standard provisions, replacing the previous case-by-case exception process. Additionally, the policy's structure has been comprehensively revised to improve usability and clarity.

Regent Fish then invited Mr. Muntz to provide an overview of the proposed changes. He acknowledged his colleagues—Ms. Auburger, Dr. Foster, Ms. Hess, and Ms. McMann—and expressed gratitude to Huron Consulting Group and all members of the working group for their partnership and contributions. He described the team's efforts, which included prework with Huron to assess national systems and peer institutions, feedback from approximately a dozen systemwide groups, real-time meetings, and a survey. These engagements emphasized the importance of accountability, transparency, ease of use, and flexibility, all of which informed the revised policy.

During the discussion, Regent Wood asked whether the legislature was involved in the process. Senior Vice Chancellor Herbst clarified that the proposed amendments do not represent a tuition change, which is still subject to the Board's annual vote. She confirmed that the state relations team was engaged continuously throughout the process. She emphasized that the amendments were designed to create flexibility for institutions and to modernize the policy in support of the Board's values and principles as outlined in the strategic plan.

Regent Mirani inquired about the content of the policy. Mr. Muntz explained that the scope of the policy is purposely limited to tuition and does not, for example, extend to residency or funding decisions. Regent Hasan asked about the potential for a charge differential for students taking additional credit hours beyond a certain limit. Mr. Muntz responded that, for transparency purposes, if an institution were to implement such charges, they would need to be clearly stated and publicly posted.

Chancellor Perman emphasized that this policy reflects the deliberate thought and care devoted to decisions about tuition, underscoring the importance of the team's comprehensive approach. Following those remarks, Regent Fish thanked Mr. Muntz and the team for their deep understanding of campus dynamics and their dedicated work on the policy update.

The Finance Committee recommended that the Board of Regents approve the proposed amendments to the policy.

(Regent Fish moved recommendation, seconded by Regent Pope; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

10. Fall 2024 Enrollment Update and FY 2025 Estimated FTE Report (presentation and information)

Regent Fish introduced the annual Preliminary Enrollment and FTE Report, which provides the first official enrollment figures for the fall semester. She explained that the report offers an early view of enrollment following the registration period, capturing institutions' preliminary estimate numbers after the final add/drop deadline. While the enrollment figures will be finalized shortly, this preliminary report has historically aligned closely with the final numbers. Regent Fish noted that, for the second consecutive year, the report includes positive news and invited Mr. Muntz, associate vice chancellor for decision support and chief analytics officer, to present the update on enrollment trends.

Mr. Muntz began his presentation with an overview of the enrollment update. Fall 2024 USM enrollment stands at 171,396, a 2.8% increase over Fall 2023, exceeding projections. He highlighted a record-setting cohort of 15,478 first-time, full-time new freshmen. The credit-hour Full-Time Equivalent (FTE) estimate is 131,944, an increase of over 4,130 FTE compared to FY 2024, providing a key fiscal outlook for the financial management cycle.

He then reviewed subsequent slides, touching on the annual cycle of inputs into financial management, including the fall enrollment report and the spring projections. He detailed the USM's enrollment trajectory since 2011 and changes by institution since fall 2019, using graphical data. He also presented updated USM enrollment projections that incorporated actual fall figures compared to projections. Additional slides focused on first-time, full-time undergraduate enrollment by institution, comparing pre-pandemic (2019), pandemic (2020), and current figures. On a chart comparing national trends against a USM summary, Mr. Muntz noted that while first-time enrollment has declined by 5% nationally, USM has seen a 3% increase in first-time enrollment.

During the discussion, Mr. Muntz was asked how Towson's overall enrollment could be down when its first-time freshman enrollment was up. He explained that community college enrollment has declined significantly, leading to fewer transfer students—a traditional source of enrollment for institutions like Towson.

Regent Hasan referenced the earlier discussion on the tuition policy and raised concerns about the relationship between credit hours and timely graduation. He noted that with 12 credits set as the minimum, students may struggle to graduate on time. Senior Vice Chancellor Wrynn clarified that while 12 credits is the minimum required for full-time status, most students typically take 15 credit hours per semester. She added that at Coppin State University, students who complete 30 credits during the fall and spring semesters can apply to earn up to 6 additional credits over the summer without paying tuition.

Regent Gooden commended Mr. Muntz and his team for the accuracy of their enrollment projections, noting the importance of such precise forecasting to the System's planning efforts.

The Finance Committee received the item for information purposes.

11. Convening Closed Session

Regent Fish read the Convene to Close Statement.

“The Open Meetings Act permits public bodies to close their meetings to the public in circumstances outlined in §3-305 of the Act and to carry out administrative functions exempted by §3-103 of the Act. The Committee on Finance will now vote to reconvene in closed session. The agenda for the public meeting today includes a written statement with a citation of the legal authority and reasons for closing the meeting and a listing of the topics to be discussed. The statement has been provided to the regents and it is posted on the USM’s website.”

The Chancellor recommended that the Committee on Finance vote to reconvene in closed session.

(Regent Fish moved recommendation, seconded by Regent Wood; approved)

Vote Count = Yeas: 7 Nays: 0 Abstentions: 0

Regent Fish thanked everyone for joining. The public meeting was adjourned at 12:16 p.m.

Respectfully submitted,

Ellen R. Fish
Chair, Committee on Finance



UNIVERSITY SYSTEM
of MARYLAND

**BOARD OF REGENTS
COMMITTEE ON FINANCE**

October 30, 2024
Meeting via Video Conference

DRAFT

Minutes of the Closed Session

Regent Fish called the meeting of the Finance Committee of the University System of Maryland Board of Regents to order in closed session at 12:18 p.m. via video conference.

Regents participating in the session included: Ms. Fish, Mr. Gonella, Ms. Gooden, Mr. Hasan, Mr. Mirani, Mr. Pope, Mr. Sibel, and Mr. Wood. Also participating were: Chancellor Perman, Ms. Herbst, Mr. Raley, Dr. Masucci, Ms. Wilkerson, Assistant Attorney General Langrill, Assistant Attorney General Palkovitz, Assistant Attorney General Stover, Mr. Acton, Ms. Denson, Mr. Neitzey, Mr. Steen, Mr. Gilbert, Ms. Salisbury, and Ms. McMann.

1. The committee discussed the investment of the Common Trust Fund (§3-305(b)(5)). This item was presented for information purposes; there were no votes on this item.

The session was adjourned at 12:39 p.m.

Respectfully submitted,

Ellen R. Fish
Chair, Committee on Finance

TOPIC: The University of Baltimore: Facilities Master Plan (2024-2034)

COMMITTEE: Finance

DATE OF COMMITTEE MEETING: September 16, 2024 (presentation and information)
October 30, 2024 (action)

SUMMARY: The University of Baltimore requests approval of its 2024 Ten-Year Facilities Master Plan.

The University of Baltimore (UBalt) offers career-focused education for aspiring and current professionals, providing the region with highly educated leaders who make distinctive contributions to the broader community. The University's students are typically older, working adults at both the graduate and undergraduate levels. The majority of UBalt students are enrolled in graduate programs. Undergraduate students are primarily upper division students who join UBalt as transfer students and who have a median age of 28. A relatively high percentage of students originate from Maryland and Baltimore City and attend part-time, consistent with their status as working adults. UBalt is Maryland's only four-year institution that is recognized by the U.S. Department of Education as a Predominantly Black Institution and one of approximately 67 nationwide.

UBalt offers 44 academic degrees, including 25 graduate and 19 undergraduate programs, along with various certificate programs. Students enrolled in programs in the School of Law primarily attend in-person day courses, while students enrolled in programs in the Yale Gordon College of Arts and Sciences, the Merrick School of Business, and the College of Public Affairs typically take evening classes through a mix of in-person, online, and hybrid formats.

The 2024 UBalt Ten-Year Facilities Master Plan aligns the vision for UBalt's physical campus in Midtown Baltimore with the University's mission and strategic goals and the needs and preferences of its students. The Plan identifies a prioritized set of capital projects that will right-size the campus by reducing Gross Square Footage (GSF), modernize and enhance the teaching, learning, and working environment to better foster academic success, remediate significant deferred maintenance and renew underperforming buildings, implement energy performance and decarbonization requirements, improve campus identity and pedestrian safety, and contribute to the continued revitalization of Midtown and the neighborhoods near Penn Station.

The Plan covers approximately 871,000 GSF across eight buildings. Reflecting the needs of the University's professional, career-oriented students, the campus buildings and grounds are academically focused and function to support multiple modes of operations simultaneously, including virtual, in-person, and hybrid instruction, services, and work. As a non-residential campus, UBalt does not include student housing, extensive food service, or athletic facilities.

As UBalt prepares for its Centennial Year celebration in 2025 and looks forward to the future, the Plan provides vision and inspiration for a transformed future physical campus to promote the educational success of UBalt's students, students who largely come from Baltimore and Maryland, and who continue to live here upon graduation to participate in the workforce and their communities.

ALTERNATIVE(S): The 2024 UBalt Ten-Year Facilities Master Plan outlines a comprehensive approach to the physical development of the campus. The Plan is designed to align with the University’s mission, strategic goals, and the unique needs of UBalt’s non-traditional student population, all within the context of its Midtown Baltimore location. Given these considerations, moving forward with the Facilities Master Plan, as presented, is the preferred course of action.

FISCAL IMPACT: The 2024 UBalt Ten-Year Facilities Master Plan outlines capital projects that will require funding for implementation. Approval of the Plan does not equate to approval of specific projects or their funding. All proposed capital projects will be subject to the standard capital and operating budget review processes. Importantly, these projects will not increase the campus’s GSF. Instead, if implemented, they will reduce GSF by renewing underperforming facilities with high levels of deferred maintenance, ultimately enhancing financial efficiency and operational effectiveness.

CHANCELLOR’S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve The University of Baltimore 2024 Ten-Year Facilities Master Plan. Approval of the Plan does not imply approval of capital projects or funding. These items will be reviewed through the normal procedures of the capital and operating budget processes.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL	DATE: 10/30/24
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BOARD ACTION:	DATE:
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SUBMITTED BY: Ellen Herbst (301) 445-1923

TOPIC: University of Maryland Eastern Shore: Increase in Authorization for Athletic Fields Renovation

COMMITTEE: Finance

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: The University of Maryland Eastern Shore (UMES) requests approval to increase the funding authorization for the Athletic Fields Renovation project by \$2.4 million, bringing the total project cost from the originally approved \$4.9 million to \$7.3 million. The renovation addresses disparities noted by the Office of Civil Rights (OCR), focusing on gender equity, safety, and compliance with industry standards. The project includes substantial upgrades to the existing softball and baseball fields.

Originally included in the System-Funded Construction Program (SFCP) for \$4.9 million of bond funding, the project scope was modified during the design phase to address additional items that would be subject to Title IX considerations.

Key enhancements include:

- Dugouts (\$700,000)
- Fencing and netting (\$504,000)
- Press box and bleachers (\$342,000)
- Practice area turf (\$167,000)
- Concrete walkways (\$75,000)
- Concrete retaining wall (\$53,000)
- Additional dugouts and bench areas (\$300,000)
- Fence and foul pole replacements (\$40,000)
- Electrical work (\$22,500)
- Handicap-accessible parking (\$14,000)
- Turf maintenance equipment (\$9,700)
- Bullpens and batting cages (\$147,500)

Any resulting contracts will require the approval of the Board of Public Works.

ALTERNATIVE(S): In light of the OCR findings, UMES has no alternative but to comply with the required improvements to avoid potential fines and penalties for non-compliance with gender equity and safety standards. Failure to address these issues could jeopardize federal funding, expose UMES to litigation, and negatively impact accreditation status, as compliance with federal laws is often a key factor in the review process by accreditation agencies.

FISCAL IMPACT: UMES will fund the project through USM Auxiliary Bonds and will pay the associated annual debt service.

CHANCELLOR'S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve the University of Maryland Eastern Shore's request to increase the project budget authorization to a total of \$7.3 million for the Athletic Fields Renovation, as outlined above.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL

DATE: 10/30/24

BOARD ACTION:

DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

Project Cost Summary

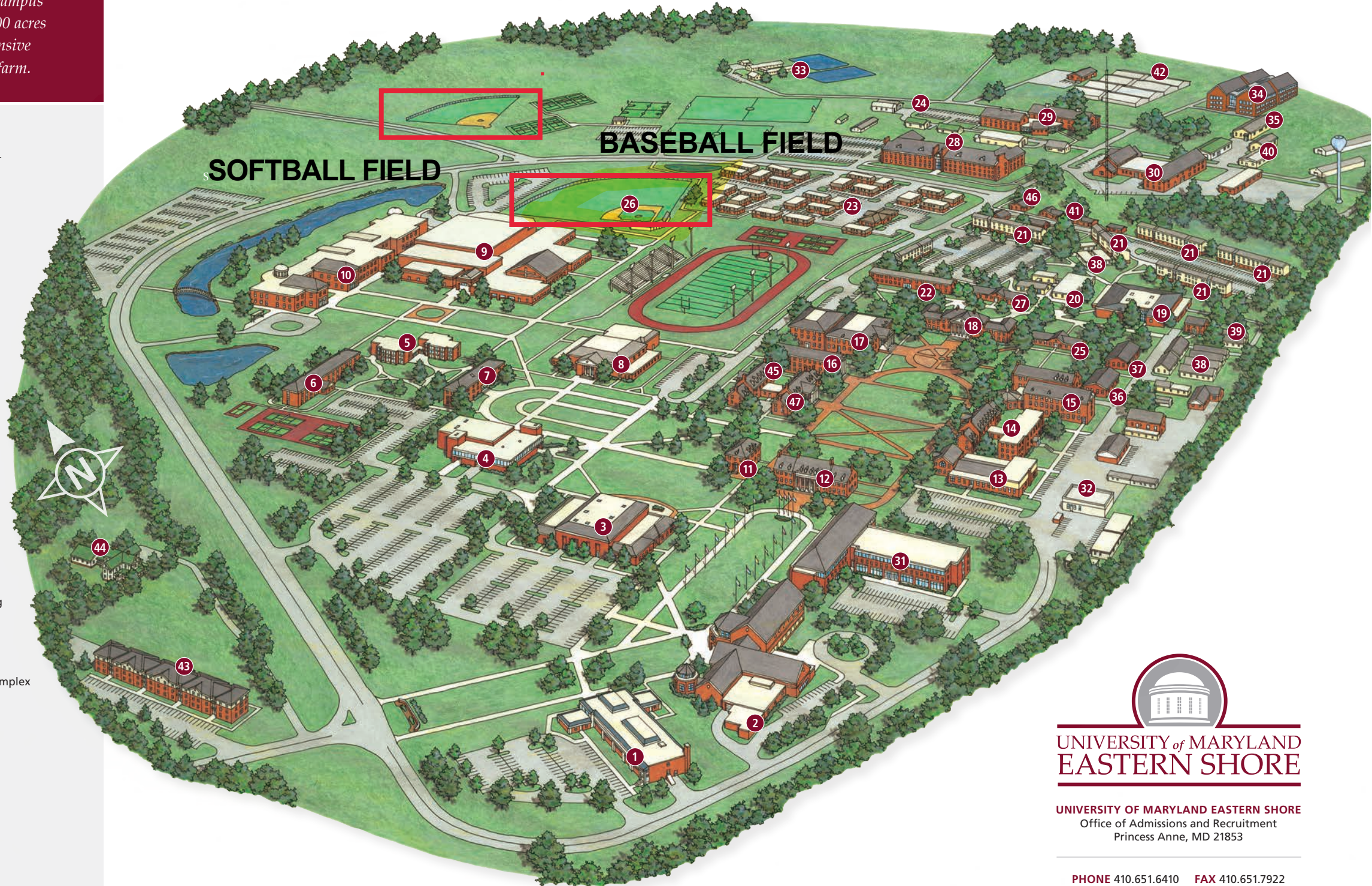
UMES Athletic Fields

	Prior Budget Amount	Modification	Current Budget Amount
Date	Sep-23	Oct-24	Oct-24
Stage of Estimate	Predesign	Construction Pending	Construction Pending
Design/Fees	included	\$240,000	\$240,000
Construction Cost	\$4,900,000	\$800,000	\$5,700,000
Gen Contingency (15%)	included	\$860,000	\$860,000
Additional Contingency (7%)	included	\$400,000	\$400,000
Equipment	included	\$100,000	\$100,000
Project Total	\$4,900,000	\$2,400,000	\$7,300,000
Notes:	Original Scope included Replacement of Field Turf and Stormwater Management only.	To properly comply with title IX requirements and due to existing conditions, the original scope had to be increased during design to include the following elements: Dugouts (\$700,000), Fencing and Netting (\$504,000), Press Box and Bleachers (\$342,000), Added Turf for Practice Fields (\$167,000), Bullpens and Batting cages (\$147,500), Concrete Walkways (\$75,000), Concrete Retaining Wall (\$53,000), Demo and Removal of Fence, Foul Poles and Batting Tunnels (\$40,000), Electric (\$22,500), ADA Parking (\$14,000), Turf Maintenance Equipment (\$9,700), Dugouts and bench areas (\$300,000)	

Rev 10/2/24

GET TO KNOW US. *The UMES campus includes over 47 buildings on 1,100 acres bounded by athletic fields, an extensive agricultural complex, and a solar farm.*

1. Kiah Hall
2. Richard A. Henson Center
3. Ella Fitzgerald Performing Arts Center
4. Student Development Center
5. Nuttle Hall
6. Court Plaza
7. Wicomico Hall
8. Tawes Gymnasium
9. William P. Hytche Athletic Center
10. Student Services Center
11. Bird Hall
12. John T. Williams Hall
13. Waters Hall
14. Murphy Hall
15. George Washington Carver Science Building
16. Wilson Hall
17. Frederick Douglass Library
18. Trigg Hall
19. Thomas/Briggs Arts and Technology Center
20. Early Childhood Research Center
21. Student Apartments
22. Plaza Hall
23. Residence Life/Student Clusters
24. Agricultural and Research Facilities
25. Tanner Airway Science Center
26. Athletic Fields
27. Lida Brown Building
28. University Terrace
29. Food Science and Technology Building
30. Physical Plant
31. Hazel Hall
32. Public Safety
33. Swine Facility
34. Engineering and Aviation Sciences Complex
35. Agricultural Research Building
36. Banneker Hall
37. Spaulding Hall
38. Temporary Classroom Building
39. Alumni House/UPDS
40. Poultry Research Center
41. Student Apartments Office
42. Hydroponics Facility
43. Hawks Landing
44. President's House
45. Harford Hall
46. WESM Radio Station
47. Somerset Hall



**UNIVERSITY of MARYLAND
EASTERN SHORE**

UNIVERSITY OF MARYLAND EASTERN SHORE
Office of Admissions and Recruitment
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umesadmissions@umes.edu www.umes.edu

TOPIC: Towson University: Fieldhouse Renovation and Addition

COMMITTEE: Finance

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: Towson University (TU) requests authorization of \$19,250,000 for the renovation and expansion of the Fieldhouse, funded through a combination of Institutional cash and state funds. The project includes a 12,920-square-foot addition and the selective renovation of 10,000 square feet to meet the program requirements of the Athletics Academic Achievement Center. This project will consolidate the University's Academic Achievement Program (AAP) into a single facility, addressing both operational inefficiencies and space shortages.

Housed within TU's Athletic Department, the AAP advises, counsels, tutors, and supports student-athletes to promote academic success, personal growth, and career development. Through structured programs, it helps student-athletes become independent in both academic and personal areas.

The AAP facilitates, coordinates, and expedites all matters academic within the department and the University, ensuring compliance with NCAA, conference, and university regulations to safeguard academic integrity. The program's goals are to:

- Help student-athletes earn their degrees,
- Develop leadership and interpersonal skills,
- Support career and life goals,
- Ensure academic integrity through compliance with relevant regulations.

In 2022, the AAP facilitated over 8,000 contact hours with student-athletes. Key support components include:

- Assigned Sport Advisor: One-on-one meetings to assist with academic organization, including time management and study strategies.
- Study Hall: Required for freshmen and transfers, this program enhances academic skills to support classroom success.
- Tutor Program: Provides individual or group tutoring to promote academic excellence and maintain student-athlete eligibility for intercollegiate athletics.
- Laptop Loan Program: Laptops are loaned to student-athletes during the season due to travel requirements.
- Student-Athlete Experience: Focuses on career readiness, leadership development, financial literacy, and community service.

The expansion will address the remaining space needs of the Athletics Academic Achievement Center (AAAC), resolve existing office shortages, and replace lost classroom and storage areas from the renovation. It will also alleviate scheduling conflicts by creating multipurpose classrooms with operable partitions, allowing flexible use as study halls or a large event space as needed. By expanding the upper floors on the existing footprint, no additional site work or impervious surfaces will be required.

The consolidation of the entire AAP into one facility will reduce coordination and transportation challenges between multiple locations.

Additionally, the project includes much-needed renovations to the Athletic Sports Medicine Facility located in the Fieldhouse, which serves the medical needs of student-athletes. Football, lacrosse, field hockey, track and field, and cross-country student-athletes utilize this facility daily. The 3,000-square-foot facility features taping, treatment, rehabilitation, and hydrotherapy areas, but its hydrotherapy equipment is outdated and insufficient for the current demand. The renovation will address these issues and enhance other critical spaces, including the physician exam room, chiropractic and massage rooms, conference room, and staff offices. This facility is used daily by seven full-time athletic trainers and clinically educates 8-12 athletic training students each semester.

Any resulting contracts will require the approval of the Board of Public Works.

ALTERNATIVE(S): Without this project, there will be no opportunity to expand current programs, address overcrowded offices, or provide adequate staff, equipment, and training services. The Sports Medicine Department provides student-athletes with the latest in sports medicine research and technology and creates an environment that promotes the total wellness of the student, the athlete, and the person. Without these updates, the facility cannot fully support the wellness of TU’s Division I athletes. The project will also better support the academic needs of the Department of Kinesiology.

FISCAL IMPACT: Towson University will use \$3.5 million in State General Obligation Bond funds allocated in FY 2024, to the University, with the remaining funding provided by Institutional cash. Since state funds are involved, a facility program document is being revised and must be approved by the State Department of Budget and Management. State funds cannot be encumbered until DBM’s approval is granted.

CHANCELLOR’S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve the \$19,250,000 Fieldhouse Renovation and Addition Project for Towson University, as outlined above.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL DATE: 10/30/24

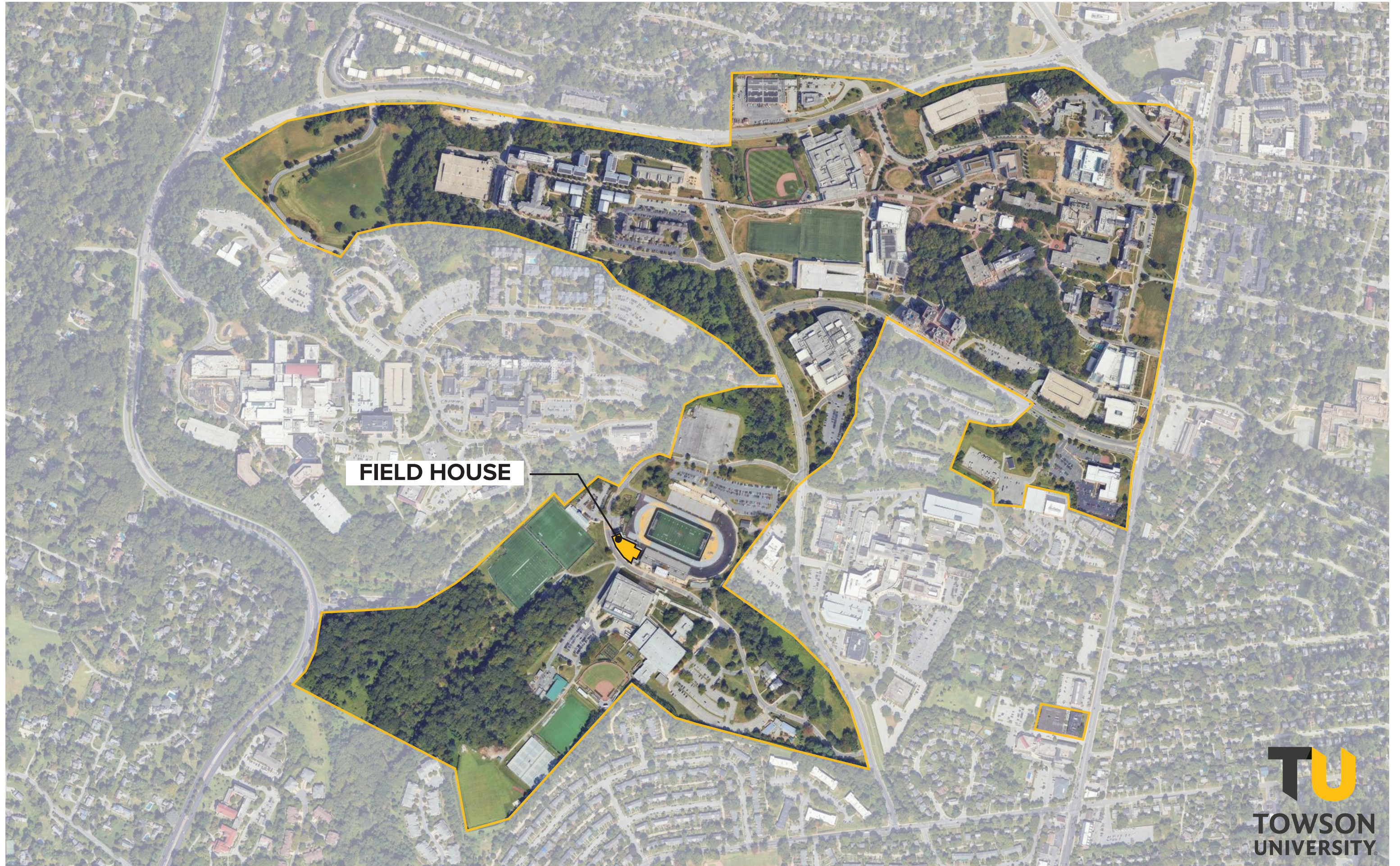
BOARD ACTION: DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

Project Cost Summary

Towson University -Fieldhouse Project

	Current Request
Date	9/10/2024
Stage of Estimate	Program/ Schematic
Design/Fees	\$1,400,000
Construction Cost*	\$14,000,000
Equipment	\$1,652,000
Contingency	\$2,198,000
Project Total	\$19,250,000
Notes: *	
Submitted by:	Cost estimate provided HCM Architects



FIELD HOUSE



TOPIC: Towson University: Towson Center Renovation Project

COMMITTEE: Finance

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: Towson University is seeking authorization for \$5,750,000 to renovate and expand the athletic training facility within the Towson Center, funded through Institutional cash. The Towson Center serves as the primary training hub for multiple sports, including basketball, volleyball, softball, soccer, gymnastics, tennis, and golf. This project aims to enhance the facility's capacity to support student-athlete wellness and performance.

The Towson Center, built in 1977 with an addition in 1978, was the primary arena for Towson Athletics until the Towson Arena (formerly SECU Arena) replaced it in 2011. The building is currently 113,319 NASF/178,445 GSF and includes multipurpose spaces that serve various teams. The athletic training facility currently occupies 4,000 square feet and provides critical services to student-athletes across multiple sports. Currently, the former arena "bowl" is partitioned into three practice spaces, primarily serving the basketball and volleyball teams. The upper mezzanine seating areas have been converted into batting cage facilities. The Administrative north wing was renovated in 2019.

This project will expand and modernize the athletic training facility to 7,200 square feet, addressing the current limitations in space and equipment. Key improvements include upgraded treatment areas, expanded hydrotherapy capabilities, and increased functional space for both athletic trainers and student-athletes. These changes will enhance the quality of care, increase rehabilitation capacity, and better support the overall wellness of student-athletes.

With these enhancements, Towson Sports Medicine will be better equipped to meet the growing needs of its athletes, focusing on injury prevention, rehabilitation, and optimizing performance. The Sports Medicine Department integrates the latest research and technology to create a holistic environment that promotes the well-being of the student, athlete, and individual. This renovation will further improve the care and treatment of Towson University's Division I student-athletes, ensuring that the facility continues to provide top-tier medical services.

The updated facility will continue to serve as a primary training center for Towson's seven full-time athletic trainers and approximately 8-12 athletic training students each semester. The expanded space will provide additional treatment and taping tables, whirlpools, and hydrotherapy pools, enhancing both efficiency and sanitary conditions.

This project will also strengthen the Department of Kinesiology by offering more space and resources for the Athletic Training Education Program (ATEP), which works closely with the sports medicine staff to train students. Towson Sports Medicine maintains a strong relationship with the Department of Kinesiology, particularly the ATEP, to provide students with hands-on clinical experience. Towson's athletic trainers serve as preceptors, offering classroom and laboratory instruction to supplement the ATEP curriculum, ensuring that students receive comprehensive training.

Any resulting contracts will require the approval of the Board of Public Works.

ALTERNATIVE(S): Health and safety are top priorities for college athletic departments. The facility currently accommodates seven athletic trainers who provide approximately 5,100 therapy sessions annually in a confined space. The clinic operates at full capacity from 6:00 AM to 6:00 PM daily. If this project is not approved, the quality of care for student-athletes and the working conditions for medical staff may be impacted. The facility lacks sufficient space for treatment, rehabilitation, and hydrotherapy, which poses ongoing challenges for the trainers. Additionally, the outdated and undersized hydrotherapy equipment limits the number of athletes that can be treated efficiently. Without these upgrades, Towson Athletics will struggle to maintain high standards of care.

FISCAL IMPACT: Towson University will utilize Institutional cash for the full project cost of \$5,750,000.

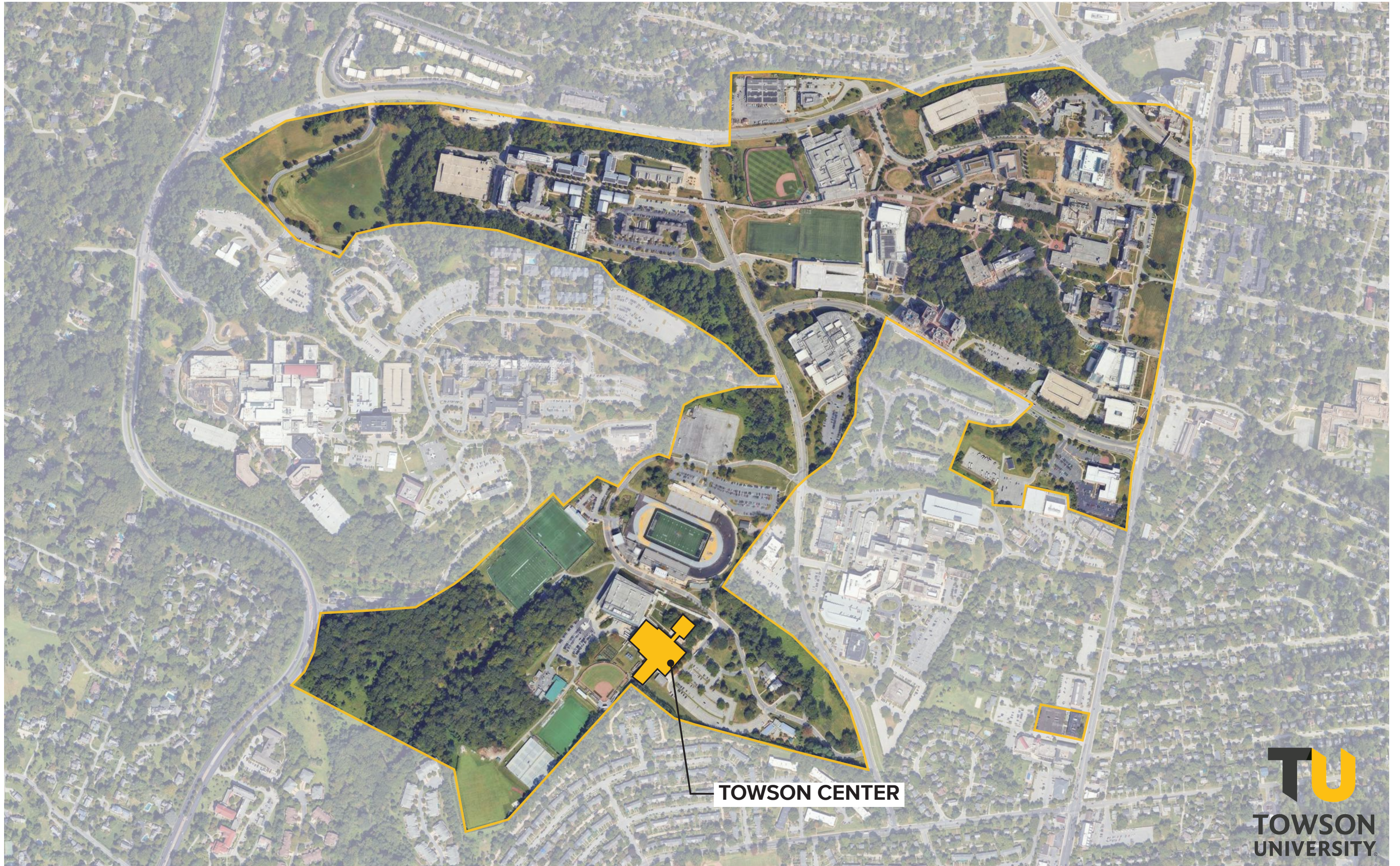
CHANCELLOR’S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve the \$5,750,000 Towson Center Renovation Project for Towson University, as described above.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL	DATE: 10/30/24
BOARD ACTION:	DATE:
SUBMITTED BY: Ellen Herbst (301) 445-1923	

Project Cost Summary

Towson University - Towson Center Project

	Current Request
Date	9/10/2024
Stage of Estimate	Concept
Design/Fees	\$800,000
Construction Cost*	\$4,000,000
Equipment	\$350,000
Contingency	\$600,000
Project Total	\$5,750,000
Notes: *	
Submitted by:	Cost estimate provided by TU Campus Projects



TOWSON CENTER



TOPIC: University of Maryland, Baltimore: Allied Health Building Air Handler Replacements and Control Upgrades

COMMITTEE: Finance

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: The University seeks Board approval for end-of-life replacements and upgrades to the air handling system in the 84,000-square-foot Allied Health Building, which houses teaching labs, wet lab research space, and offices for the School of Medicine. This \$5.967 million project involves the lifecycle replacement of three air handling units, rooftop fans, valves, and piping, along with the installation of new digital controls.

The work will be executed in three phases, with each phase focusing on the decommissioning and replacement of one air handling unit. To ensure continuous building operations, the two remaining air handlers will remain functional during construction. This phased approach allows the facility to stay open for the entirety of the project.

The key improvements and benefits include:

- Upgrade from pneumatic to digital controls: These new controls will integrate with the University's central building automation system (BAS).
- Enhanced fan system: The air handlers will include improved fans, allowing for more precise control over energy use.
- Energy efficiency: The modernized system is expected to improve energy efficiency by 20-30%, reducing total power consumption.

This project requires Board authorization because its total cost exceeds the \$5 million threshold delegated for internal Sr. VCAF approval. Approval by the Board of Public Works is not required for this maintenance project that does not involve any State funding.

ALTERNATIVE(S): An alternative to the proposed project is to replace only the air handlers, fans, and associated valves and piping, leaving the existing pneumatic controls in place. While this approach would reduce the total project cost by approximately \$1.1 million, it would result in a less efficient system and forego long-term energy savings.

Additionally, the existing pneumatic controls are approaching the end of their rated lifecycle and are expected to require replacement within the next four years. Incorporating the installation of new digital controls as part of this project ensures an economy of scale, as the upgrades can be completed efficiently alongside the installation of the new air handlers, reducing future disruption and redundant labor costs.

FISCAL IMPACT: The total project cost is \$5.967 million. It will be funded in part with \$469,404 from the University's FY 2024 allocation from the Capital Facilities Renewal program (Academic Revenue Bonds). The remaining funds will come from institutional resources as part of UMB's scheduled maintenance program.

CHANCELLOR'S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve the Allied Health Building Air Handler Replacements and Control Upgrades project for the University of Maryland, Baltimore, as outlined above.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL

DATE: 10/30/24

BOARD ACTION:

DATE:

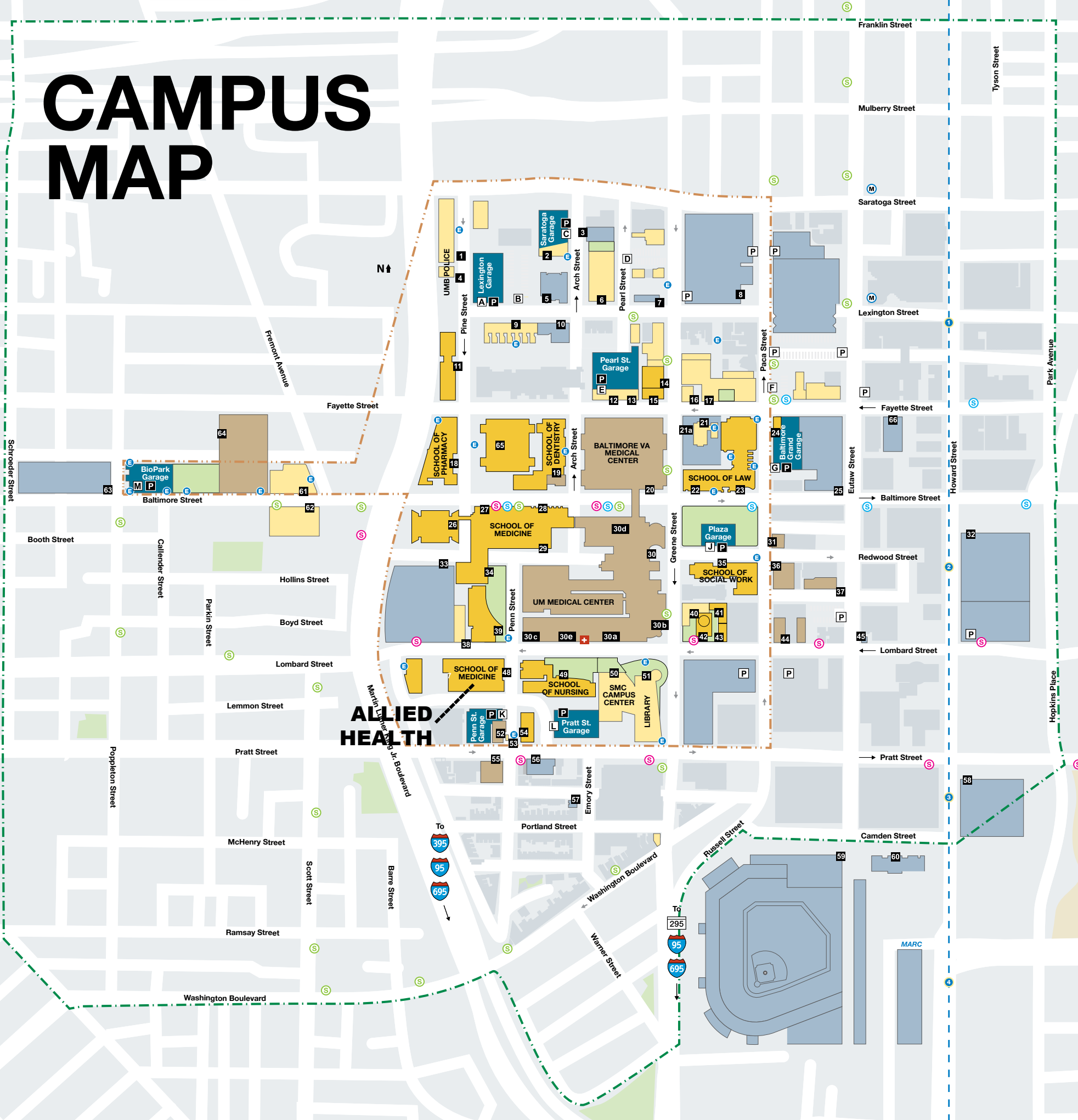
SUBMITTED BY: Ellen Herbst (301) 445-1923

Project Cost Summary

UMB, Air Handler System Replacement

Date	10/3/2024
Stage of Estimate	100% Construction Documents
Design and PM Fees	\$525,000
Construction Cost	\$4,900,000
Contingency	\$542,000
Project Total	\$5,967,000

CAMPUS MAP



ALLIED HEALTH

Map Key

- Academic Building
- Patient Care Building
- Support Building
- UMB Parking Garage
- Open Green Space
- Community Resource
- Building Entrance
- + Emergency Room Entrance
- One-Way Street
- P Public Parking
- P Permit Parking

- Public Safety**
 Police Escorts & Non-Emergency
 410-706-6882
 Emergency 711 (Campus Phone)
 or 410-076-3333
- E Emergency Phones
 - Van Escort Boundaries
 - Walking Escort Boundaries

- Public Transportation**
- M Metro Subway
Lexington Market Stop
 - MARC Train
Camden Station
 - Light Rail Tracks

- Light Rail Stops**
- 1 Lexington Market
 - 2 University Center/
Baltimore Street
 - 3 Convention Center
 - 4 Camden Yards

- UM Shuttle Stops**
- S 701 BioPark/Midtown
Medical Center
 - S 702 Mount Vernon
 - S 703 Federal Hill

- University Parking**
- A Lexington Garage
 - B Koester's Lot
 - C Saratoga Street Garage
 - D Administration Lot
 - E Pearl Street Garage
 - F Fine Lot
 - G Baltimore Grand Garage
 - J Plaza Garage
 - K Penn Street Garage
 - L Pratt Street Garage
 - M BioPark Garage

SUMMARY OF ITEM FOR ACTION,
INFORMATION OR DISCUSSION

TOPIC: University of Maryland, College Park: Ground Lease of Property for Second Phase Development of Flex Research and Development Project in Riverdale Park

COMMITTEE: Finance

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: The University of Maryland, College Park requests approval to enter into a 99-year ground lease for approximately 6.4 acres of land (the “Property”) with a joint venture. The joint venture, a Maryland limited liability company (LLC), will include the University and an affiliate of St. John Properties, Inc. (“SJP”). The University will be required to contribute the Property as its investment, while SJP will provide the capital required to design, construct, operate, and maintain the Project, as described below, on the Property. Both LLC members will each share 50% of the Project's net cash flow. This Project is a key component of the University’s broader effort to attract and retain high-tech companies as part of its ongoing economic development strategy in the Discovery District.

The Project includes the design, construction, and operation of approximately 57,960 square feet of flexible research and development space, divided across two buildings. This is the second phase of a previously approved project, which has the same parties and transaction structure as the first phase approved by the Board of Regents in June 2016.

The Property’s location is depicted in Exhibit A, while a site plan for the Project is shown in Exhibit B. The flex R&D space is designed with features that set it apart from traditional office spaces. These include 9-foot clear ceiling heights in office areas, 16-foot clear heights in storage spaces, and loading bays for easy transport of equipment. Additionally, tenants will have 24-hour unrestricted access to their spaces, with full control over utility use and configuration.

Additionally, there are no common areas, such as hallways, bathrooms, or lobbies, reducing shared costs and making rents more economical than traditional office spaces. The space is also highly adaptable, allowing tenants to lease as little as 1,200 square feet or as much as an entire building.

The Project is versatile enough to accommodate a wide range of tenant needs, serving businesses in sectors such as engineering, data analytics, earth sciences, virtual reality, cybersecurity, quantum computing, linguistics, additive manufacturing, e-commerce, robotics, aerospace, and biotechnology.

The first phase included 111,240 square feet of flex R&D space and a 50,107 square foot building, which now houses College Park Academy (CPA), a public charter school. CPA has earned notable recognition, ranked by U.S. News & World Report as the #1 high school in Prince George’s County, #1 for graduation rate in Maryland, and the #2 charter school in the State. SJP is in discussions with CPA to lease approximately 16,000 square feet of the new Project for use as a gymnasium, music, and art facility, pending approval of the Project.

An Agreement to Venture will outline the parties' development agreement. As part of the creation of the Joint Venture, the key terms will be set forth in an Operating Agreement. The University will enter into a 99-year ground lease, leasing the property described above to the Joint Venture for a nominal rent. The University's economic return will be its 50% share of net cash flow from the operation of the Project.

This transaction will require the approval of the Board of Public Works.

LESSEE: Joint Venture (as yet not created) of the University and an affiliate of SJP: Lawrence Maykrantz, President and CEO

APPRAISALS: The University obtained two appraisals of the Property, as follows:

Newmark Valuation & Advisory (9/26/24)	\$7,800,000
John R. Fowler, Inc. (6/17/24)	\$6,950,000

ALTERNATIVE(S): The University could opt not to create the Joint Venture and decline to lease the Property as outlined. In that case, the Project would not be built, and the University would miss the opportunity to add well-located, in-demand flex R&D space. This would limit its efforts to attract and retain high-tech companies as part of its ongoing economic development initiative in the Discovery District.

FISCAL IMPACT: The projected net present value (NPV) of the University's anticipated share of cash flow from the Project over 50 years is approximately \$7.4 million. While equity participation carries more business risk than a traditional sale or fixed-rent ground lease, the University is confident that the Project's close proximity and its strong ability to attract tenants will help mitigate this risk. This confidence is largely based on the success of the first phase, which currently has a 100% occupancy rate, creating market demand for additional space. The first phase, approved in 2016, was originally projected to generate a \$12 million NPV for the University over 50 years. After just six years, the actual return has already reached \$6.4 million.

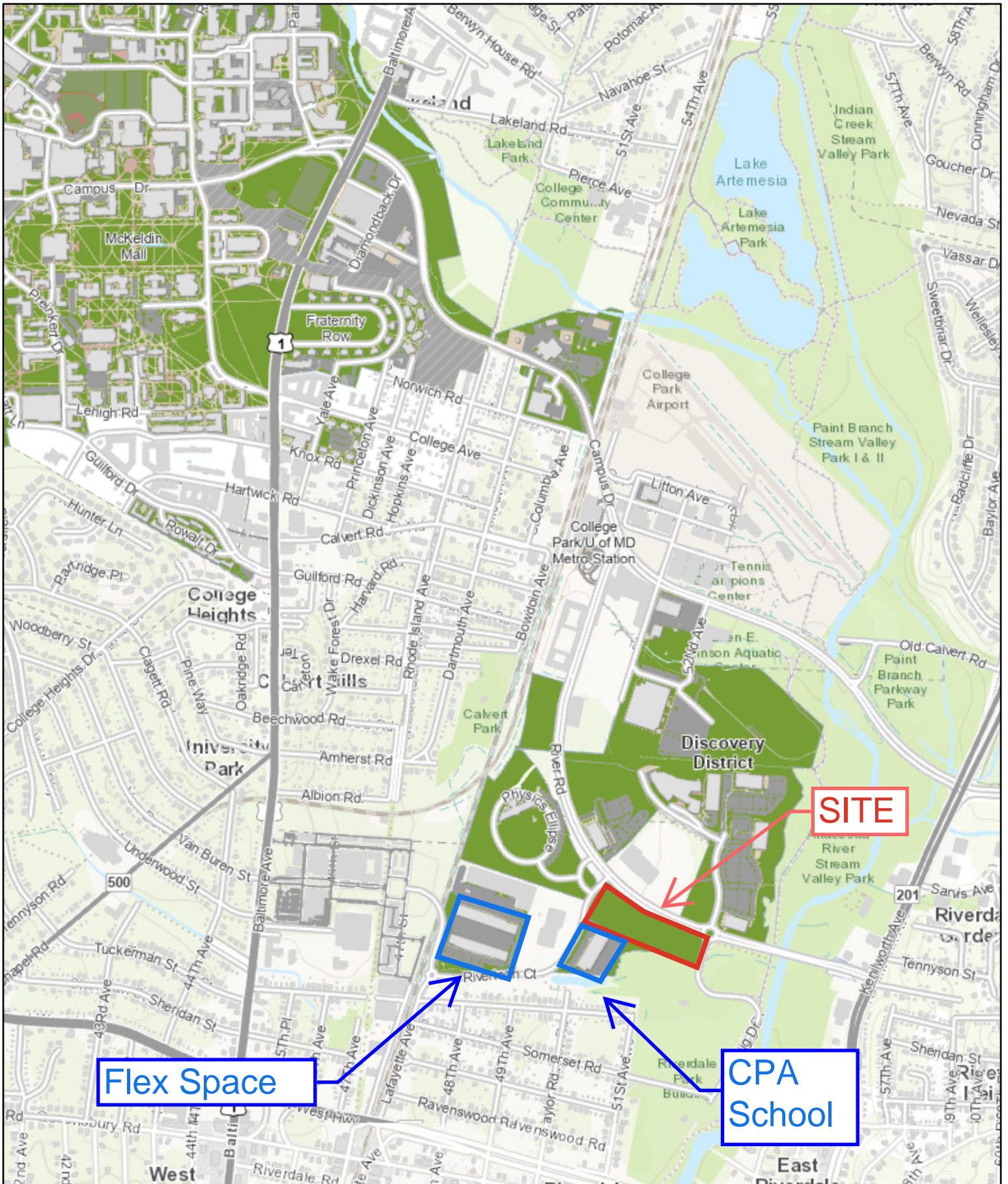
CHANCELLOR'S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve the University of Maryland, College Park's request to enter into a real property ground lease, as described above, consistent with the University System of Maryland Procedures for the Acquisition and Disposition of Real Property.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL DATE: 10/30/24

BOARD ACTION: DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

Exhibit A - Location





TOPIC: Salisbury University: Real Property Exchange with Wicomico County

COMMITTEE: Finance

DATE OF MEETING: October 30, 2024

SUMMARY: Salisbury University seeks Board of Regents approval for a real property exchange with Wicomico County. The University proposes to acquire the property at 122 South Division Street (“County Property”) from Wicomico County, while concurrently selling the property at 909 South Schumaker Drive (“University Property”) to the County. The County Property includes a library facility totaling approximately 55,045 square feet on 0.74 acres of land. The University Property consists of the former Ward Museum building, approximately 33,400 square feet, on 9.74 acres. The purchase price for each property is a nominal \$1.00 consideration.

The University plans to demolish the existing library structure on the County Property after acquisition and proposes constructing a new Performing Arts Center on the site, pending all required approvals, including those from the State of Maryland and the Board of Regents as part of the capital budget process. This facility would address the critical need for academic, rehearsal, and performance space for the Department of Music, Theatre, and Dance. The project has been included in the University’s Capital Improvement Plan request, acquired funding from the Department of Housing and Community Development, and secured significant donor funding for the project.

Wicomico County plans to convert the University Property into the new Paul S. Sarbanes Branch Library, replacing the current library on the County Property. The new library branch location will offer improved accessibility and convenience for the local community, featuring dedicated parking and proximity to three high schools, one middle school, and two elementary schools. The Wicomico County Library has applied for planning and construction grant funding through the Maryland State Library Agency for FY 2026.

The University has completed the Intergovernmental Clearinghouse review through the Maryland Department of Planning and has obtained permission to declare the University Property surplus. This real property exchange will require surplus declaration by the Board of Public Works and notification to both the budget committees and the Legislative Policy Committee of the Maryland General Assembly. The final disposition will also require the approval of the Board of Public Works.

SELLER(S)/

BUYER(S): Wicomico County and Salisbury University

APPRAISALS: 122 South Division Street:
Clark Advisory Group - \$4,400,000
W.R. McCain & Associates - \$3,000,000

909 South Schumaker Drive:
Clark Advisory Group - \$2,850,000
Opteon Appraisal - \$3,675,000

ALTERNATIVES: An alternative to the property exchange would be to explore other potential locations for the Performing Arts Center while maintaining the current facility.

FISCAL IMPACT: The purchase price for each party is a consideration of \$1.

CHANCELLOR'S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve Salisbury University's request of a real property exchange, as described above, consistent with the University System of Maryland Procedures for the Acquisition and Disposition of Real Property.

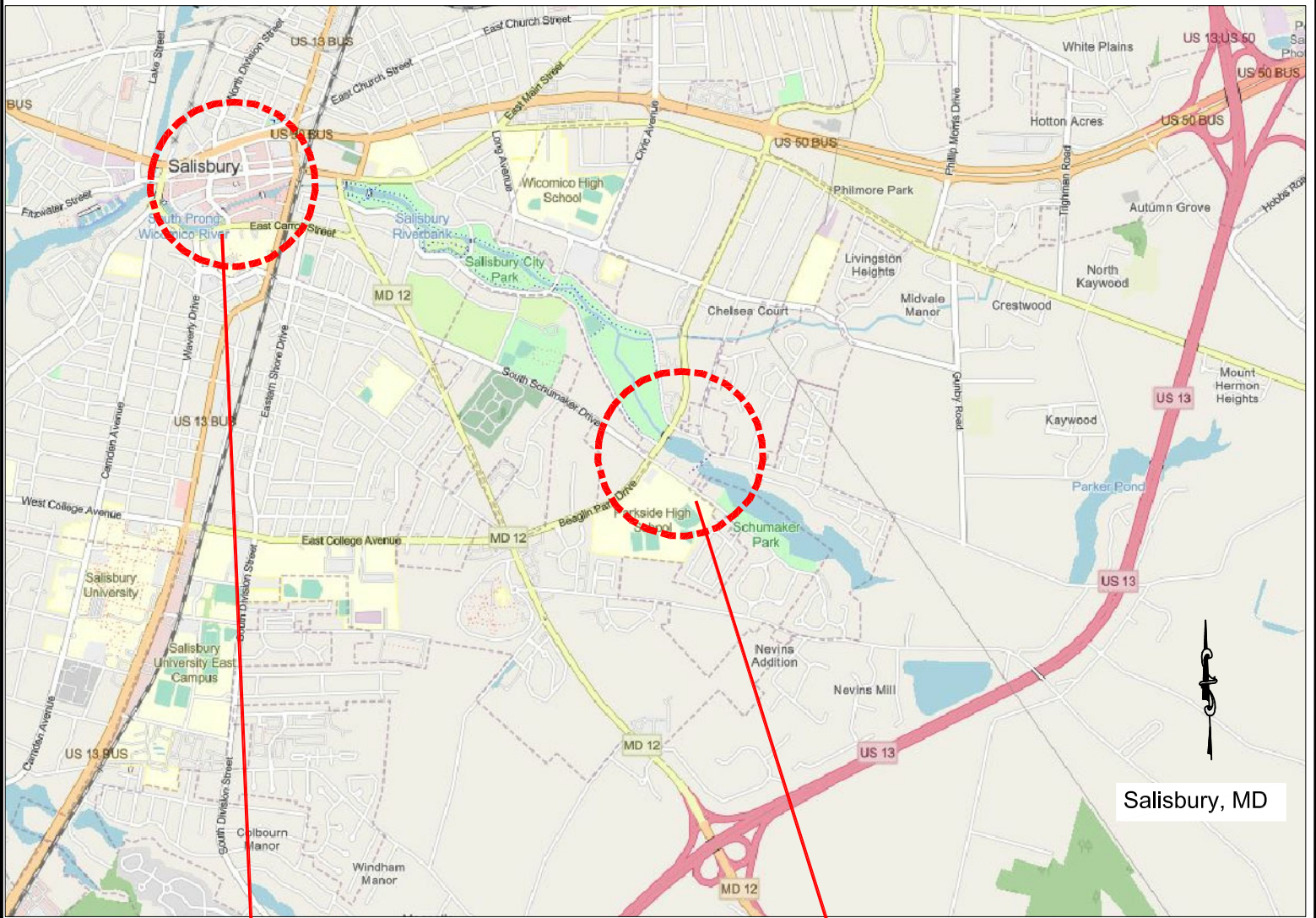
COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL

DATE: 10/30/24

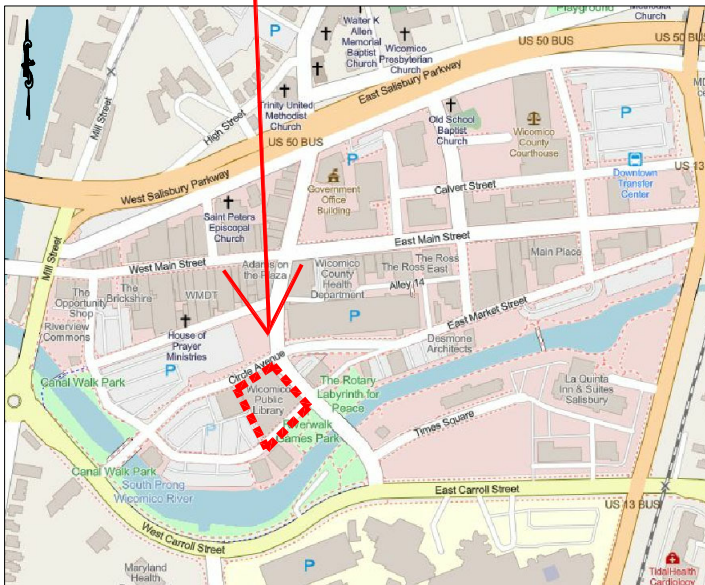
BOARD ACTION:

DATE:

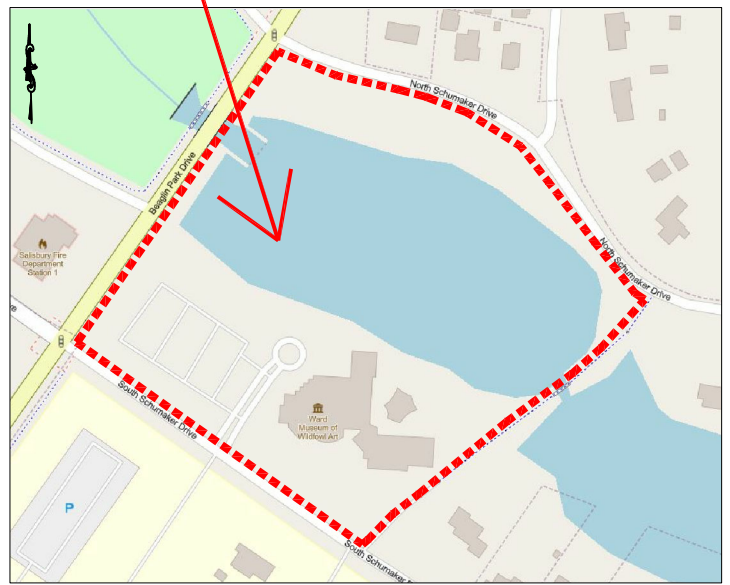
SUBMITTED BY: Ellen Herbst (301) 445-1923



Salisbury, MD



Wicomico County Public Library Site
122 South Division Street
Salisbury, MD 21801



Schumaker Drive Property Site
909 South Schumaker Drive
Salisbury, MD

TOPIC: Proposed Amendments to Exempt and Nonexempt Staff Policies on Annual Leave, Personal Leave, Holidays, and Sick and Safe Leave

COMMITTEE: Finance

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: The USM Office undertook a comprehensive review of existing USM BOR policies applicable to exempt and nonexempt staff as compared to terms and conditions of employment contained in the various Memoranda of Understanding (MOUs) across the System. The comparative analysis was done to identify necessary amendments to policy from an equity and administrative standpoint. As a result, five substantive areas contained in four USM BOR policies were identified for amendment:

- Increasing the annual leave accrual rate for nonexempt staff beginning at 14 days per year, up from the current 11 days. Exempt employees would continue accruing 22 days of annual leave from date of hire.
- Increasing annual leave carry-over from year to year for exempt and nonexempt staff from 50 to 60 days. Payout provisions would remain unchanged.
- Providing staff with one additional personal day during a leap year.
- Providing staff with one additional holiday beginning in calendar year 2026. The date of observance to be determined by the institution's president.
- Permitting institutions to create an institutional employee leave donation or leave bank program.

The four policies submitted for approval have been reviewed by the Office of the Attorney General. They are:

- *USM VII-7.00—Policy on Annual Leave for Regular Nonexempt and Exempt Staff Employees*
- *USM VII-7.10—Policy on Personal Leave for Regular Nonexempt and Exempt Staff Employees*
- *USM VII-7.30—Policy on Holiday Leave for Regular Nonexempt and Exempt Staff Employees*
- *USM VII-7.45—Policy on Sick and Safe Leave for Nonexempt and Exempt Staff Employees*

ALTERNATIVE(S): The Committee could decline to endorse the proposed policy amendments or could recommend alternatives to the proposed amendments.

FISCAL IMPACT: No direct cost increases are expected. However, indirect productivity costs are estimated between \$5.2 million and \$7 million due to anticipated increased leave usage.

CHANCELLOR'S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve the proposed amendments to the policies.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL

DATE: 10/30/24

BOARD ACTION:

DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

VII-7.00 – POLICY ON ANNUAL LEAVE FOR REGULAR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents, April 25, 1991; Amended, February 14, 2014; Amended, June 27, 2014; Amended, November ____, 2024)

I. PURPOSE AND APPLICABILITY

This policy governs the accrual and use of Annual Leave and applies to all Regular Status Nonexempt and Exempt Staff employees of the University System of Maryland, except to the extent that the provisions of a collective bargaining agreement between an institution and one of its bargaining units provides otherwise.

All provisions of this policy shall apply on a pro-rated basis to Regular Status part-time Nonexempt and Exempt Staff employees working 50% or more. Employees working less than 50% of full-time are not eligible to earn annual leave.

II. EARNED LEAVE

A. Nonexempt Staff Employees – Regular full-time Nonexempt Staff employees will earn annual leave on a biweekly basis according to the following schedule.

1. Beginning with the Date of Employment through completion of the 1st year: 14 days
2. Beginning with the 2nd year through completion of the 2nd year: 15 days
3. Beginning with the 3rd year through completion of the 3rd year: 16 days
4. Beginning with the 4th year through completion of the 4th year: 17 days
5. Beginning with the 5th year through completion of the 10th year: 18 days
6. Beginning with the 11th year through completion of the 20th year: 20 days
7. Beginning with the 21st year and thereafter: 25 days

B. Exempt Staff employees – Regular full-time Exempt Staff employees earn 22 days of annual leave per year, accumulated on a biweekly basis. Beginning with the 21st year of employment, annual leave shall be earned at the rate of 25 days per calendar year.

C. Leave can be used to the extent it is accrued and available.

III. LEAVE ACCUMULATION

A. Annual leave with pay shall be available only to the extent earned, provided that the dates of such leave have been approved in advance by the employee's supervisor.

- B. A maximum of 480 hours (60 workdays) of annual leave may be carried into a new calendar year by all Regular full-time employees.

IV. LEAVE ADVANCEMENT

- A. With the approval of the institution's Chief Human Resources Officer (CHRO) or designee, an employee may be advanced 5 days of annual leave provided that no other leave, including personal leave, compensatory leave or sick leave is available to the employee and is appropriate to the purpose of the leave.
- B. The CHRO or designee shall approve the advanced annual leave, provided that it will not significantly impair operations in the employee's unit, and that the employee has demonstrated a substantial need for such leave.

V. PAYMENT FOR DENIED ANNUAL LEAVE

- A. At the request of the employee, at the end of a calendar year, a supervisor will, through appropriate channels, recommend to the institution's President or designee that an employee who has been denied requested leave for reasons of institution business necessity on at least two occasions shall be either:
 - 1. Paid for days of denied annual leave lost pursuant to Section III of this policy; or
 - 2. Provided an extended period of up to 60 additional days to use the denied leave that would otherwise be lost at the end of the calendar year.
- B. Such payment may be made only when the employee has submitted two or more timely written requests to use annual leave during the calendar year and such requests have been denied in writing for administrative reasons. The supervisor shall provide any such denial in writing and shall state the administrative reasons for such denial.
- C. The supervisor's recommendation for payment for lost annual leave shall be accompanied by copies of the written requests, denials, and explanations of why the lost annual leave was denied during the calendar year.
- D. Payment is limited to unused annual leave that is in excess of the maximum accumulation and that is lost by the employee at the end of the calendar year. The amount of annual leave for which payment may be made shall be decreased hour-for-hour by the amount of compensatory leave used during the calendar year.
- E. Under extenuating circumstances, a supervisor may recommend the payment of denied annual leave to be lost at the end of a calendar year, even if the procedural requirements of this section are not fully met.

VI. IMPACT OF CHANGES IN EMPLOYMENT STATUS

A. Full-Time To Part-Time Status

1. An employee who experiences a status change from full-time to part-time status shall retain existing accrued annual leave balance at the time of the status change.
2. An employee shall retain all accrued Annual Leave upon a change to part-time status. At the discretion of the institution, such accrued leave may be either:
 - a) Used by the employee during the course of their employment in part-time status;
 - b) Paid to the employee at the time of conversion to part-time status; or
 - c) Held in abeyance until the employee either:
 - i. Separates from employment, at which time it will be paid to the employee; or
 - ii. Returns to full-time employment.
3. Subsequent leave accruals and maximum accumulations are based on proportion of full-time status and will be subject to the maximum accumulation provisions outlined in Section III of this policy.

B. Eligible to Ineligible Leave Accrual Status

An employee shall retain all accrued Annual Leave upon a change to status to a position in which the employee is not eligible to accrue leave. At the discretion of the institution, such accrued leave may be either:

1. Used by the employee during the course of their employment in a status for which they are otherwise ineligible to accrue leave;
2. Paid to the employee at the time of conversion to leave-ineligible status; or
3. Held in abeyance until the employee either:
 - a) Separates from employment, at which time it will be paid to the employee; or
 - b) Returns to leave-eligible status.

C. Leave Transfer

1. Employees who transfer to another USM institution or State of Maryland agency will have their unused annual leave accrued as of the date of separation from the University transferred to that institution/state agency unless there is a break in service of 30 days or more.
2. Employees in a regular position with a State of Maryland agency who accept a regular position at a USM Institution without a break in service shall have their unused annual leave accrued as of the last day of employment at the State of Maryland agency transferred to the USM institution.

D. Separation from Service

Employees who leave the University System of Maryland, except under circumstances outlined under VI.C., are entitled to compensation for up to 50 days (400 hours) of annual leave carried over from the previous year plus any unused annual leave that has been credited and is available for use during the year of separation as of the date of separation.

E. Rate of Annual Leave Earnings Upon Return to USM/State Service

1. Return to USM/State Service

An employee who is entering or returning to USM service is entitled to credit towards the rate of annual leave earning for previous employment in the USM and/or at a State of Maryland agency regardless of the length of the absence, if the service included at least 180 days of continuous and satisfactory performance in an allocated position.

2. Return to USM Service After a Leave of Absence Without Pay

An employee who returns to service upon the conclusion of a leave of absence without pay (LWOP) will earn annual leave at the same rate in effect at the time the leave of absence without pay began.

3. Return to USM Service Upon Reinstatement:

An employee returning to USM service with an authorized status of reinstatement within three years of separation will earn annual leave at the same rate in effect at the time of separation from active service.

IMPLEMENTATION PROCEDURES:

USM Bylaws, Policies and Procedures of the Board of Regents

Each President shall identify their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to their institutional community, and post it on the institutional website.

VII-7.00 – POLICY ON ANNUAL LEAVE FOR REGULAR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents, April 25, 1991; Amended, February 14, 2014; Amended, June 27, 2014; Amended, November _____, 2024)

I. PURPOSE AND APPLICABILITY

This policy governs the accrual and use of Annual Leave and applies to all Regular Status Nonexempt and Exempt Staff employees of the University System of Maryland, except to the extent that the provisions of a collective bargaining agreement between an institution and one of its bargaining units provides otherwise.

All provisions of this policy shall apply on a pro-rated basis to Regular Status part-time Nonexempt and Exempt Staff employees working 50% or more. Employees working less than 50% of full-time are not eligible to earn annual leave.

II. EARNED LEAVE

A. Nonexempt Staff Employees – Regular full-time Nonexempt Staff employees will earn annual leave on a biweekly basis according to the following schedule.

1. Beginning with the Date of Employment through completion of the 1st year: ~~11~~ 14 days
2. Beginning with the 2nd year through completion of the 2nd year: ~~12~~ 15 days
3. Beginning with the 3rd year through completion of the 3rd year: ~~13~~ 16 days
4. Beginning with the 4th year through completion of the 4th year: ~~14~~ 17 days
5. Beginning with the 5th year through completion of the 10th year: ~~15~~ 18 days
6. Beginning with the 11th year through completion of the 20th year: 20 days
7. Beginning with the 21st year and thereafter: 25 days

B. Exempt Staff employees – Regular full-time Exempt Staff employees earn 22 days of annual leave per year, accumulated on a biweekly basis. Beginning with the 21st year of employment, annual leave shall be earned at the rate of 25 days per calendar year.

~~C. Regular Status part time Nonexempt and Exempt Staff employees working 50% or more will earn Annual Leave on a pro-rated basis. Employees working less than 50% of full-time are not eligible to earn leave.~~

~~D.C.~~ Leave can be used to the extent it is accrued and available.

III. LEAVE ACCUMULATION

- A. Annual leave with pay shall be available only to the extent earned, provided that the dates of such leave have been approved in advance by the employee's supervisor.
- B. A maximum of ~~400-480~~ hours (~~50-60~~ work-days) of annual leave may be carried into a new calendar year by all Regular full-time employees; ~~this maximum will be pro-rated for part-time employees working 50% or more.~~

IV. LEAVE ADVANCEMENT

- A. With the approval of the institution's Chief Human Resources Officer (CHRO) or designee, an employee may be advanced 5 days of annual leave provided that no other leave, including personal leave, compensatory leave or sick leave is available to the employee and is appropriate to the purpose of the leave.
- B. The CHRO or designee shall approve the advanced annual leave, provided that it will not significantly impair operations in the employee's unit, and that the employee has demonstrated a substantial need for such leave.

V. PAYMENT FOR DENIED ANNUAL LEAVE

- A. At the request of the employee, at the end of a calendar year, a supervisor will, through appropriate channels, recommend to the institution's President or designee that an employee who has been denied requested leave for reasons of institution business necessity on at least two occasions shall be either:
 - 1. Paid for days of denied annual leave lost pursuant to Section III of this policy; or
 - 2. Provided an extended period of up to 60 additional days to use the denied leave that would otherwise be lost at the end of the calendar year.
- B. Such payment may be made only when the employee has submitted two or more timely written requests to use annual leave during the calendar year and such requests have been denied in writing for administrative reasons. The supervisor shall provide any such denial in writing and shall state the administrative reasons for such denial.
- C. The supervisor's recommendation for payment for lost annual leave shall be accompanied by copies of the written requests, denials, and explanations of why the lost annual leave was denied during the calendar year.
- D. Payment is limited to unused annual leave that is in excess of the maximum accumulation and that is lost by the employee at the end of the calendar year. The amount of annual leave for which payment may be made shall be decreased hour-for-hour by the amount of compensatory leave used during the calendar year.

- E. Under extenuating circumstances, a supervisor may recommend the payment of denied annual leave to be lost at the end of a calendar year, even if the procedural requirements of this section are not fully met.

VI. IMPACT OF CHANGES IN EMPLOYMENT STATUS

A. Full-Time To Part-Time Status

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- 2. An employee shall retain all accrued Annual Leave upon a change to part-time status. At the discretion of the institution, such accrued leave may be either:
 - a) Used by the employee during the course of their employment in part-time status;
 - b) Paid to the employee at the time of conversion to part-time status; or
 - c) Held in abeyance until the employee either:
 - i. Separates from employment, at which time it will be paid to the employee; or
 - ii. Returns to full-time employment.
- 3. Subsequent leave accruals and maximum accumulations are based on proportion of full-time status and will be subject to the maximum accumulation provisions outlined in Section III of this policy.

B. Eligible to Ineligible Leave Accrual Status

An employee shall retain all accrued Annual Leave upon a change to status to a position in which the employee is not eligible to accrue leave. At the discretion of the institution, such accrued leave may be either:

- 1. Used by the employee during the course of their employment in a status for which they are otherwise ineligible to accrue leave;
- 2. Paid to the employee at the time of conversion to leave-ineligible status; or
- 3. Held in abeyance until the employee either:
 - a) Separates from employment, at which time it will be paid to the employee; or

b) Returns to leave-eligible status.

C. Leave Transfer

1. Employees who transfer to another USM institution or State of Maryland agency will have their unused annual leave accrued as of the date of separation from the University transferred to that institution/state agency unless there is a break in service of 30 days or more.
2. Employees in a regular position with a State of Maryland ~~a~~Agency who accept a regular position at a USM Institution without a break in service shall have their unused annual leave accrued as of the last day of employment at the State of Maryland agency transferred to the USM institution.

D. Separation from Service

Employees who leave the University System of Maryland, except under circumstances outlined under VI.C., are entitled to compensation for up to 50 days (400 hours) of annual leave carried over from the previous year plus any unused annual leave that has been credited and is available for use during the year of separation as of the date of separation.

E. Rate of Annual Leave Earnings Upon Return to USM/State Service

1. Return to USM/State Service

An employee who is entering or returning to USM service is entitled to credit towards the rate of annual leave earning for previous employment in the USM and/or at a State of Maryland agency service regardless of the length of the absence, if the service included at least 180 days of continuous and satisfactory performance in an allocated position.

2. Return to USM Service After ~~A~~a Leave of Absence Without Pay

An employee who returns to service upon the conclusion of a leave of absence without pay (LWOP) will earn annual leave at the same rate in effect at the time the leave of absence without pay began.

3. Return to USM Service Upon Reinstatement:

An employee returning to USM service with an authorized status of reinstatement within three years of separation will earn annual leave at the same rate in effect at the time of separation from active service.

IMPLEMENTATION PROCEDURES:

Each President shall identify ~~his/her~~their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to ~~his/her~~their institutional community, and post it on ~~its~~the institutional website.

VII-7.10 – POLICY ON PERSONAL LEAVE FOR REGULAR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents on December 3, 1999, EFFECTIVE January 2 and January 12, 2000; Amended October 9, 2015; Amended November ____, 2024)

I. PURPOSE AND APPLICABILITY

This policy governs the amount and use of personal leave and applies to all Regular Nonexempt and Exempt Staff employees of the University System of Maryland.

II. DEFINITIONS

- A. “Calendar year” means the period beginning January 1 through December 31.
- B. “Leave cycle” means the period encompassing the beginning and end of established USM payroll cycles in which leave is accrued.
- C. “Leave year” means the final payroll cycle identified by institutions for the purpose of crediting new allotment of personal days.
- D. “Availability schedule” means the effective date in the new calendar or leave year by which Personal Leave Days must be used or lost.

III. ALLOTMENT

All Regular full-time Nonexempt and Exempt Staff employees shall receive three (3) days (not to exceed 24 hours) of personal leave on January 1 each calendar year, except that employees shall receive four (4) days (not to exceed 32 hours) of personal leave on January 1 in a leap year. Part-time employees working 50% or more shall receive personal leave on a pro-rated basis.

IV. USAGE

- A. Personal leave must be used by the end of the first pay period which ends in the new calendar year. Any personal leave that is unused as of that time shall be forfeited by the employee and shall be contributed to the USM Leave Reserve Fund, in accordance with USM BOR policy VII-7.11 – Policy on Leave Reserve Fund for Nonexempt and Exempt Staff Employees. No employee shall be paid for unused personal leave. Each institution shall determine the availability schedule for new allotment of personal leave days.
- B. The use of personal leave shall require prior notification to the employee’s supervisor.

V. TRANSFER/SEPARATION

- A. Employees that transfer to another USM Institution will have any unused personal leave credited as of the date of separation from the University transferred to the new institution or agency.
- B. Employees that transfer to another State of Maryland agency will have any unused personal leave reported for credit as of the date of separation and will be subject to established personal leave allocations for the State of Maryland. Additional personal leave, minus USM balances already utilized, may be granted upon transfer to another State of Maryland agency, dependent upon established allocation requirements at the time of transfer.
- C. If available personal leave has been utilized upon transfer to another USM institution, additional personal leave shall not be granted upon appointment to the new institution.
- D. There shall be no payment for unused personal leave upon separation from university employment.

IMPLEMENTATION PROCEDURES:

Each President shall identify their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to their institutional community, and post it on the institutional website.

VII-7.10 – POLICY ON PERSONAL LEAVE FOR REGULAR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents on December 3, 1999, EFFECTIVE January 2 and January 12, 2000; Amended October 9, 2015; Amended November ____, 2024)

I. PURPOSE AND APPLICABILITY

This policy governs the amount and use of personal leave and applies to all Regular Nonexempt and Exempt Staff employees of the University System of Maryland.

II. DEFINITIONS

A. “Calendar year” means the period beginning January 1 through December 31.

B. “Leave cycle” means the period encompassing the beginning and end of established USM payroll cycles in which leave is accrued.

C. “Leave year” means the final payroll cycle identified by institutions for the purpose of crediting new allotment of personal days.

A.D. “Availability schedule” means the effective date in the new calendar or leave year by which Personal Leave Days must be used or lost.

III. ALLOTMENT

All Regular full-time Nonexempt and Exempt Staff employees shall receive three (3) days (not to exceed 24 hours) of personal leave on January 1 each calendar year, except that employees shall receive four (4) days (not to exceed 32 hours) of personal leave on January 1 in a leap year. Part-time employees working 50% or more shall receive personal leave on a pro-rated basis.

IV. USAGE

A. Personal leave must be used by the end of the first pay period which ends in the new calendar year. Any personal leave that is unused as of that time shall be forfeited by the employee and shall be contributed to the USM Leave Reserve Fund, in accordance with USM BOR policy VII-7.11 – Policy on Leave Reserve Fund for Nonexempt and Exempt Staff Employees. No employee shall be paid for unused personal leave. Each institution shall determine the availability schedule for new allotment of personal leave days.

B. The use of personal leave shall require prior notification to the employee’s supervisor.

V. TRANSFER/SEPARATION

USM Bylaws, Policies and Procedures of the Board of Regents

- A. Employees that transfer to another USM Institution will have any unused personal leave credited as of the date of separation from the University transferred to the new institution or agency.
- B. Employees that transfer to another State of Maryland agency will have any unused personal leave reported for credit as of the date of separation and will be subject to established personal leave allocations for the State of Maryland. Additional personal leave, minus USM balances already utilized, may be granted upon transfer to another State of Maryland agency, dependent upon established allocation requirements at the time of transfer.
- C. If available personal leave has been utilized upon transfer to another USM institution, additional personal leave shall not be granted upon appointment to the new institution.
- D. There shall be no payment for unused personal leave upon separation from university employment.

IMPLEMENTATION PROCEDURES:

Each President shall identify ~~his/her~~their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to ~~his/her~~their institutional community, and post it on ~~its~~the institutional website.

VII-7.30 – POLICY ON HOLIDAY LEAVE FOR REGULAR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents on December 3, 1999, EFFECTIVE January 2 and January 12, 2000; Amended October 9, 2015; Amended April 29, 2022; Amended November ____, 2024)

I. PURPOSE AND APPLICABILITY

This policy establishes the amount of holiday leave earned by regular status employees in Nonexempt and Exempt Staff positions.

II. AMOUNT OF HOLIDAY LEAVE

- A. Employees are eligible to earn 15 holidays per year, or 16 holidays during a year of general or congressional elections. Beginning in calendar year 2026, employees are eligible to earn 16 holidays per year or 17 holidays during a year of general or congressional elections.
- B. Employees may also be granted any other special observance as required by the legislature and Governor, or otherwise provided by the Chancellor or President.
- C. Full-time employees shall earn 8 hours of leave for each holiday earned, regardless of the employee’s workweek schedule. Part-time employees who are employed on at least a 50% full-time basis shall earn holiday leave on a pro-rated basis.
- D. All employees must be in a paid employment status on the calendar date that the holiday is earned, in order to be eligible for holiday pay when the holiday is observed.

III. OBSERVANCE OF HOLIDAYS

- A. Institutions may at times be served most effectively by the observance of a holiday on other than the calendar date designated by the legislature and Governor. In those instances, the institution’s President or designee may schedule the observance of selected holidays on days other than the dates designated by the State. An employee may be required to perform duties on a holiday to meet operational needs.
- B. Holidays will be earned according to the following schedule and shall be taken according to institutional procedures:

Holiday	Calendar Date Holiday is Earned
New Years Day	January 1
Dr. Martin Luther King’s Birthday	Third Monday in January
President’s Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19

USM Bylaws, Policies and Procedures of the Board of Regents

Independence Day	July 4
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Election Day (<i>even numbered years only</i>)	The Tuesday following the first Monday in November
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday after Thanksgiving Day	The day after Thanksgiving
Christmas Day	December 25

- C. Three additional University Holiday Leave days are to be earned each calendar year and observed at the discretion of the Institution's President or designee. Beginning in calendar year 2026, a total of four additional University Holiday Leave days are to be earned each calendar year and observed at the discretion of the Institution's President or designee.
- D. When a holiday falls on a Saturday, it is earned the Friday before, and when a holiday falls on Sunday, it is earned on the following Monday.

IV. SCHEDULING OF HOLIDAYS FOR CONTINUOUS OPERATIONS

Institutions which have departments that must provide service on a continuous seven day-a-week basis may schedule an employee's holidays. Affected departments may schedule a specific day or days each month as a day off, and these days shall be treated in the same manner as regular holidays are treated for other employees. For employees in this category, one day of holiday leave shall be granted for each month, except that for the months of January, July, and a third month at the department's discretion, when two days of holiday leave shall be granted. During a year of general or congressional elections, an additional day shall be granted for the month of November. Institutions have the sole discretion to determine which individual employees in a department will be placed in this category.

V. CARRY-OVER AND PAYMENT PRIOR TO SEPARATION

Each institution President or designee may develop procedures as necessary for the carry-over into the next calendar year and payment of holidays prior to an employee's separation.

VI. SEPARATION PAYMENT

Unless employees transfer to another State agency, employees who leave the USM are entitled to be paid for any unused holiday leave that has been earned as of the date of separation.

VII. TRANSFER OF HOLIDAYS

- A. Upon employee transfer to another USM institution or State agency, unused Holiday hours shall be transferred after review and alignment of the holiday schedule at the other USM Institution or the State Agency.
- B. Upon transfer to another USM institution or State agency, the employee shall not be granted additional Holiday Leave if the holiday has already been observed at or paid by the previous USM institution or State agency.
- C. An employee should not have more than 16 holidays in a calendar year (17 holidays during a year of general or congressional elections), unless otherwise provided by the President, Chancellor or Governor.

IMPLEMENTATION PROCEDURES:

Each President shall identify their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to their institutional community, and post it on the institutional website.

VII-7.30 – POLICY ON HOLIDAY LEAVE FOR REGULAR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents on December 3, 1999, EFFECTIVE January 2 and January 12, 2000; Amended October 9, 2015; Amended April 29, 2022; Amended November __, 2024)

I. PURPOSE AND APPLICABILITY

This policy establishes the amount of holiday leave earned by regular status employees in Nonexempt and Exempt Staff positions.

II. AMOUNT OF HOLIDAY LEAVE

A. Employees are eligible to earn 1~~5~~² holidays per year, or 1~~6~~³ holidays during a year of general or congressional elections. Beginning in calendar year 2026, employees are eligible to earn 16 holidays per year or 17 holidays during a year of general or congressional elections.

B. Employees may also be granted,~~and~~ any other special observance as required by the legislature and Governor, or otherwise provided by the Chancellor or President.

C. Full-time employees shall earn 8 hours of leave for each holiday earned, regardless of the employee’s workweek schedule. Part-time employees who are employed on at least a 50% full-time basis shall earn holiday leave on a pro-rated basis.

A.D. All employees must be in a paid employment status on the calendar date that the holiday is earned, in order to be eligible for holiday pay when the holiday is observed.

III. OBSERVANCE OF HOLIDAYS

A. Institutions may at times be served most effectively by the observance of a holiday on other than the calendar date designated by the legislature and Governor. In those instances, the institution’s President or designee may schedule the observance of selected holidays on days other than the dates designated by the State. An employee may be required to perform duties on a holiday to meet operational needs.

B. Holidays will be earned according to the following schedule and shall be taken according to institutional procedures:

Holiday	Calendar Date Holiday is Earned
New Years Day	January 1
Dr. Martin Luther King’s Birthday	Third Monday in January
President’s Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19

USM Bylaws, Policies and Procedures of the Board of Regents

Independence Day	July 4
Labor Day	First Monday in September
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Election Day (<i>even numbered years only</i>)	The Tuesday following the first Monday in November
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday after Thanksgiving Day	The day after Thanksgiving
Christmas Day	December 25

- C. Three additional University Holiday Leave days are to be earned each calendar year and observed at the discretion of the Institution's President or designee. Beginning in calendar year 2026, a total of four additional University Holiday Leave days are to be earned each calendar year and observed at the discretion of the Institution's President or designee.
- D. When a holiday falls on a Saturday, it is earned the Friday before, and when a holiday falls on Sunday, it is earned on the following Monday.

IV. SCHEDULING OF HOLIDAYS FOR CONTINUOUS OPERATIONS

Institutions which have departments that must provide service on a continuous seven day-a-week basis may schedule an employee's holidays. Affected departments may schedule a specific day or days each month as a day off, and these days shall be treated in the same manner as regular holidays are treated for other employees. For employees in this category, one day of holiday leave shall be granted for each month, except that for the months of January, July, and a third month at the department's discretion, when two days of holiday leave shall be granted. During a year of general or congressional elections, an additional day shall be granted for the month of November. Institutions have the sole discretion to determine which individual employees in a department will be placed in this category.

V. CARRY-OVER AND PAYMENT PRIOR TO SEPARATION

Each institution President or designee may develop procedures as necessary for the carry-over into the next calendar year and payment of holidays prior to an employee's separation.

VI. SEPARATION PAYMENT

Unless employees transfer to another State agency, employees who leave the USM are entitled to be paid for any unused holiday leave that has been earned as of the date of separation.

VII. TRANSFER OF HOLIDAYS

- A. Upon employee transfer to another USM institution or State agency, unused Holiday hours shall be transferred after review and alignment of the holiday schedule at the other USM Institution or the State Agency.
- B. Upon transfer to another USM institution or State agency, the employee shall not be granted additional Holiday Leave if the holiday has already been observed at or paid by the previous USM institution or State agency.
- C. An employee should not have more than 1~~65~~ holidays in a calendar year (1~~76~~ holidays during a year of general or congressional elections), unless otherwise provided by the President, Chancellor or Governor.

IMPLEMENTATION PROCEDURES:

Each President shall identify ~~his/her~~their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to ~~his/her~~their institutional community, and post it on ~~its~~the institutional website.

VII-7.45 – POLICY ON SICK AND SAFE LEAVE FOR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents December 5, 1997; Amended on June 22, 2012; Amended on February 14, 2014; Amended on June 21, 2019; Amended on November ____, 2024.)

I. PURPOSE AND APPLICABILITY

This policy governs the accrual and use of sick and safe leave and applies to all Regular Status Exempt and Nonexempt employees of the University System of Maryland who are appointed at least 50% time, except to the extent that the provisions of a collective bargaining agreement between an Institution and one of its bargaining units provides otherwise.

II. GENERAL

- A. Sick and safe leave (“SSL”) is paid leave granted to employees in an effort to provide some protection against the loss of earnings due to absences for health and allied reasons; and when certain absences are necessary due to domestic violence, sexual assault, or stalking, pursuant to the Maryland Healthy Working Families Act and the provisions of this Policy.
- B. A full-time employee shall earn SSL leave at the rate of fifteen (15) eight-hour workdays per year (i.e., 120 hours per year), accrued on a biweekly basis. Employees who are appointed at least 50% time shall earn SSL on a pro rata basis. SSL is accumulated and carried forward from year to year without limit.
- C. An employee may request that their mental or physical illness, injury, or condition occurring during a period of annual or personal leave(s) be charged to SSL. Verification may be required by the President or designee as provided in Section V of this Policy.
- D. An employee who returns to regular USM service within three (3) years of separation shall have the unused sick and safe leave earned during the prior service restored, provided the employee returns to a position eligible to earn sick leave, pursuant to the provisions of USM BOR policy VII-9.61 – Policy on Reemployment and Reinstatement for Regular Status Nonexempt and Exempt Staff Employees.¹
- E. Except as otherwise noted in this Policy, “family member” is defined as:

¹ Any SSL that was used to provide creditable service for any employee pursuant to Maryland Annotated Code (Md. Code Ann.), State Personnel and Pensions Article, Section 20-206 shall be treated as leave that has been used and is not eligible for restoration.

1. The employee's:
 - a) Child, adopted child, foster child, or stepchild; a child for whom the employee has legal or physical custody or guardianship; or a child for whom the employee stands *in loco parentis*, regardless of the child's age;
 - b) Legal guardian;
 - c) Grandparent, adopted grandparent, foster grandparent, or step grandparent;
 - d) Grandchild, adopted grandchild, foster grandchild, or step grandchild;
 - e) Sibling, adopted sibling, foster sibling, or step sibling; or
 - f) Spouse; and
 2. The employee's or spouse's:
 - a) Parent, adoptive parent, foster parent, stepparent; or
 - b) An individual who acted as the parent, or who stood in loco parentis, when the employee or spouse was a minor.
- F. An employee's use of SSL for the reasons set forth in Section III.A.5 below is limited to eight, eight-hour workdays per year (i.e., 64 hours per year).

III. PERMISSIBLE USE OF SICK AND SAFE LEAVE

- A. SSL shall be granted by the President or designee when an employee is absent because of:
1. Mental or physical illness, injury, or condition of the employee.
 2. A pre-scheduled and approved, or emergency medical appointment, examination, or treatment for the employee with an accredited, licensed or certified medical provider listed in Section V.C of this Policy that cannot be scheduled during non-work hours.
 3. Mental or physical illness, injury, or condition of the employee's family member, and medical appointments, examinations, or treatments for the family member with an accredited, licensed or certified medical provider listed in Section V.C of this Policy that cannot be scheduled during non-work hours.
 4. Death of a relative.
 - a) For the death of a close relative, the President or designee shall grant the use of up to three (3) days of accrued SSL. If the death of a close relative requires

an employee to travel, requiring staying away from home overnight, upon request the President or designee shall grant the use of up to a maximum of five (5) days of accrued SSL for this purpose.

- b) “Close relative” as used in Section III.A.4 shall mean a spouse, child, stepchild, mother, father (or someone who took the place of a parent), mother-in-law, father-in-law, grandparent of the employee or spouse, grandchild, son-in-law, daughter-in-law, brother, sister, brother-in-law, or sister-in-law.
 - c) The President or designee shall grant the use of up to a maximum of one (1) day of SSL for reasons related to the death of the employee’s or their spouse’s aunt, uncle, niece, nephew.
5. Subject to the use limits set forth in Section II.F above, domestic violence, sexual assault, or stalking committed against the employee or the employee’s family member, and the SSL is being used:
- a) To obtain for the employee or the employee’s family member:
 - i. Medical or mental health attention that is related to the domestic violence, sexual assault, or stalking;
 - ii. Services from a victim services organization related to the domestic violence, sexual assault, or stalking; or
 - iii. Legal services or proceedings related to or resulting from the domestic violence, sexual assault, or stalking; or
 - b) During the time that the employee has temporarily relocated due to the domestic violence, sexual assault, or stalking.
6. Parental Leave, subject to the provisions of the USM BOR policy VII-7.49 – Policy on Parental Leave and Other Family Supports for Staff.
7. Pregnancy-related disabilities, childbirth, and immediate recovery therefrom.
8. Birth of a child or placement of a child with the employee for adoption within six months following birth or adoption.

IV. DIRECTED USE OF SSL/MEDICAL EXAMINATIONS

- A. The President or designee, in accordance with the Institution’s policy on Family and Medical Leave, may direct an employee to use accrued SSL if they determine that an employee is unable to perform the responsibilities of their position due to mental or physical illness, injury, or condition.

- B. While in either active work status or on any type of employee-related SSL, an employee may be required to undergo a medical examination(s) and evaluation(s), and may be required to provide verification of fitness for duty, as directed by the President or designee to ascertain whether the employee is able to regularly and routinely perform the responsibilities of their position.
1. If the examination is conducted by a physician selected by the USM Institution, the Institution shall bear the costs of such medical examination. The employee may, however, see their own physician at the employee's own cost.
 2. If the examination(s) reveal that an employee is unable to regularly and routinely perform the responsibilities of their position, action may be taken by the President or designee in accordance with policies on voluntary separation, termination, reasonable accommodation, modified duty, or disability retirement, if applicable.
 3. In cases where there is a conflict between the evaluation, prognosis, diagnosis or recommendation of the employee's personal health care provider and the physician selected by the USM Institution, the President or designee may choose which health care provider's report to follow; or may require subsequent medical examinations and evaluations in deciding what steps should be taken regarding the employee's sick leave status or continued employment. If subsequent medical examinations and evaluations are required, the expense of such shall be borne by the USM Institution. The decision of the President or designee is final.

V. VERIFICATION OF ABSENCES CHARGED TO SSL

- A. In order to assure medical attention for an employee or to prevent the abuse of SSL, the President or designee may require an employee to submit verification of the need to use accrued SSL, advanced or extended sick leave, including to authenticate the need for the employee to care for an ill family member.
- B. Verification may include, but may not be limited to:
1. A written statement from the medical provider (as listed in Section V.C of this Policy) indicating that the employee is required to be absent from work due to mental or physical illness, injury, or condition;
 2. The duration of absence from work;
 3. Prognosis of employee's ability to return to work;
 4. Title and original signature of an accredited, licensed or certified medical provider;

5. Documentation of the birth or placement of a child with the employee for adoption or foster care; and
 6. Any other information necessary to verify that the employee's use of SSL is in accordance with this Policy and other applicable USM policies.
- C. Medical verification as outlined in this Policy may be obtained by an accredited Christian Sciences practitioner, or by any of the following appropriate licensed or certified medical providers:
1. Physician;
 2. Physical Therapist;
 3. Clinical Psychologist;
 4. Dentist;
 5. Oral Surgeon;
 6. Chiropractor;
 7. Podiatrist;
 8. Certified Nurse Practitioner;
 9. Certified Nurse-Midwife;
 10. Licensed Clinical Social Worker;
 11. Licensed Clinical Professional Counselor;
 12. Optometrist;
 13. Physician Assistant; or
 14. Any other health care provider from whom the Institution's group health plan's benefits manager will accept certification of the existence of a Serious Health Condition to substantiate a claim for benefits pursuant to the provisions of USM BOR policy VII-7.50 – Policy on Family and Medical Leave for Nonexempt and Exempt Staff Employees.

VI. ADVANCED SICK LEAVE

- A. An employee who sustains a temporary, recoverable mental or physical illness, injury, or condition, or serious disability may request advance use of sick leave (“Advanced Sick Leave” or “ASL”), subject to the following conditions:

The employee shall:

1. Have exhausted all other types of accrued leave; and
 2. Have a satisfactory record of work performance and no record of sick leave or SSL abuse.
- B. Advanced Sick Leave is not an entitlement. The granting of requests for ASL shall be at the discretion of the President or designee based on operational needs and the employee's record of work performance and record of sick leave or SSL abuse.
- C. ASL shall not be granted in instances where the mental or physical illness, injury, or condition, or serious disability occurred on the job, and the employee has been granted accident leave or temporary total disability benefits by the Workers' Compensation Commission.
- D. Written requests for ASL shall be submitted to the President or designee and shall be supported by written verification by an accredited, licensed, or certified medical provider or appropriate documentation of the birth or adoption of a child, if the employee is requesting parental leave, as outlined in Sections V.B and V.C of this Policy.
- E. Sick leave may be advanced as follows:
1. In the first year of service, Advanced Sick Leave will be prorated based upon the employee's length of service and FTE at the time the ASL is requested.
 2. Thereafter, ASL is advanced at the rate of fifteen (15) working days per year of service to a maximum of sixty (60) working days in any one calendar year.
- F. The use of ASL constitutes a debt for which payment shall be enforceable upon the employee's return to work or upon the employee's separation from employment, whichever is earlier. Upon return to work the minimum rate of payback for ASL shall be at one-half the rate that SSL and annual leave are earned. An employee may elect to pay back the ASL debt by applying any earned leave to the debt, or by reimbursing the USM with cash.
- G. Annual, sick and holiday leaves earned, and personal leave credited while on ASL shall be applied as earned/credited.
- H. Additional requests for ASL will not be granted until all previously granted ASL has been repaid. The only exception to this provision is in cases where the maximum amount of advanced sick leave had not been requested originally and additional ASL, consecutive to that already granted, is needed to cover the employee's continued absence arising from the original mental or physical illness, injury, or condition.

- I. The President or designee may refer an employee who is on advanced sick leave as follows:
 1. The employee may be referred to an USM Institution-named physician for periodic examinations to determine the nature and extent of the illness, the employee's progress toward recovery, the length of time necessary for recovery, and an estimated date of return to work.
 2. If there is a conflict between the employee's physician and the USM Institution-named physician, the provisions of Section IV.B.3 shall apply.

VII. EXTENDED SICK LEAVE

- A. An employee who is appointed at least 50% time and who sustains a temporary, recoverable mental or physical illness, injury, or condition, or serious disability may request Extended Sick Leave (“ESL”), subject to the following conditions:

The employee shall:

1. Have been in USM and/or State service for at least five (5) years;
 2. Have exhausted all types of accrued leave and Advanced Sick Leave; and
 3. Have a satisfactory record of work performance and no record of sick leave or SSL abuse.
- B. Extended Sick Leave is not an entitlement. The granting of requests for ESL shall be at the discretion of the President or designee based on operational needs and the employee’s record of work performance and record of sick leave or SSL abuse.
 - C. The maximum cumulative total of ESL available to an employee while in USM or State service is twelve (12) work months (52 work weeks).
 - D. Annual, sick and holiday leave earned, and personal leave credited while on ESL shall be applied as earned/credited.
 - E. Written requests for extended leave shall be submitted to the President or designee and shall be supported by written verification by an accredited, licensed or certified medical provider as outlined in Section V of this Policy.
 - F. The President or designee may refer an employee who is on ESL as follows:
 1. The employee may be referred to an Institution-named physician for periodic examinations to determine the nature and extent of the illness, the employee's progress toward recovery, the length of time necessary for recovery, and an estimated date of return to work.

2. If there is a conflict between the employee's physician and the Institution-named physician, the provisions of Section IV.B.3 shall apply.

VIII. LEAVE DONATION

- A. Under the authority of its President, each USM Institution may develop and implement a policy establishing an employee leave donation or leave bank program whereby employees may donate accumulated and unused SSL and/or annual leave. Donated leave may be used by employees faced with their own or immediate family member's serious health condition as defined by the Institution's policy on Family and Medical Leave.
- B. Such a policy shall define the terms and conditions under which employees may participate in such a program and the procedures for doing so, and must contain the following:
 1. For an employee donating leave to another employee or to a leave bank:
 - a) A required minimum remaining leave balance after the donation; and
 - b) A maximum limit of no more than 96 hours that can be donated by each employee per calendar year.
 2. For the recipient of donated leave:
 - a) A requirement that the employee have at least 180 days of USM or State service;
 - b) A requirement that the employee have exhausted all earned and available paid leave; and
 - c) A maximum limit on the number of donated leave hours an employee may receive over the lifetime of the employee's career.
 3. Such policy shall also contain procedures regarding treatment of any donated leave not used by the recipient.
- C. Employees granted accident leave or temporary total disability benefits by the Workers' Compensation Commission are not eligible to receive donated leave under such a program.

IMPLEMENTATION PROCEDURES:

Each President shall identify their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to their Institutional community, and post it on the Institutional website.

VII-7.45 – POLICY ON SICK AND SAFE LEAVE FOR NONEXEMPT AND EXEMPT STAFF EMPLOYEES

(Approved by the Board of Regents December 5, 1997; Amended on June 22, 2012; Amended on February 14, 2014; Amended on June 21, 2019; Amended on November _____, 2024.)

I. PURPOSE AND APPLICABILITY

This policy governs the accrual and use of sick and safe leave; and applies to all Regular Status Exempt and Nonexempt employees of the University System of Maryland who are appointed at least 50% time, except to the extent that the provisions of a collective bargaining agreement between an Institution and one of its bargaining units provides otherwise.

II. GENERAL

- A. Sick and safe leave (“SSL”) is paid leave granted to employees in an effort to provide some protection against the loss of earnings due to absences for health and allied reasons; and when certain absences are necessary due to domestic violence, sexual assault, or stalking, pursuant to the Maryland Healthy Working Families Act and the provisions of this Policy.
- B. A full-time employee shall earn SSL leave at the rate of fifteen (15) eight-hour workdays per year (~~i.e.~~ i.e., 120 hours per year), accrued on a biweekly basis. Employees who are appointed at least 50% time shall earn SSL on a pro rata basis. SSL is accumulated and carried forward from year to year without limit.
- C. An employee may request that ~~his/her~~ their mental or physical illness, injury, or condition occurring during a period of annual or personal leave(s) be charged to SSL. Verification may be required by the President or designee as provided in Section V of this Policy.
- D. An employee who returns to regular USM service within three (3) years of separation shall have the unused sick and safe leave earned during the prior service restored, provided the employee returns to a position eligible to earn sick leave, pursuant to the provisions of USM BOR policy VII-9.61 – Policy on Reemployment and Reinstatement for Regular Status Nonexempt and Exempt Staff Employees.¹
- E. Except as otherwise noted in this Policy, “family member” is defined as:

¹ Any SSL that was used to provide creditable service for any employee pursuant to Maryland Annotated Code (Md. Code Ann.), State Personnel and Pensions Article, Section 20-206 shall be treated as leave that has been used and is not eligible for restoration.

1. The employee's:
 - a) Child, adopted child, foster child, or stepchild; a child for whom the employee has legal or physical custody or guardianship; or a child for whom the employee stands *in loco parentis*, regardless of the child's age;
 - b) Legal guardian;
 - c) Grandparent, adopted grandparent, foster grandparent, or step grandparent;
 - d) Grandchild, adopted grandchild, foster grandchild, or step grandchild;
 - e) Sibling, adopted sibling, foster sibling, or step sibling; or
 - f) Spouse; and
 2. The employee's or spouse's:
 - a) Parent, adoptive parent, foster parent, stepparent; or
 - b) An individual who acted as the parent, or who stood in loco parentis, when the employee or spouse was a minor.
- F. An employee's use of SSL for the reasons set forth in Section III.A.5 below is limited to eight, eight-hour workdays per year (~~i.e.~~i.e., 64 hours per year).

III. PERMISSIBLE USE OF SICK AND SAFE LEAVE

- A. SSL shall be granted by the President or designee when an employee is absent because of:
1. Mental or physical illness, injury, or condition of the employee.
 2. A pre-scheduled and approved, or emergency medical appointment, examination, or treatment for the employee with an accredited, licensed or certified medical provider listed in Section V.C of this Policy that cannot be scheduled during non-work hours.
 3. Mental or physical illness, injury, or condition of the employee's family member, and medical appointments, ~~examinations~~examinations, or treatments for the family member with an accredited, licensed or certified medical provider listed in Section V.C of this Policy that cannot be scheduled during non-work hours.
 4. Death of a relative.
 - a) For the death of a close relative, the President or designee shall grant the use of up to three (3) days of accrued SSL. If the death of a close relative requires

an employee to travel, requiring staying away from home overnight, upon request the President or designee shall grant the use of up to a maximum of five (5) days of accrued SSL for this purpose.

- b) “Close relative” as used in Section III.A.4 shall mean a spouse, child, stepchild, mother, father (or someone who took the place of a parent), mother-in-law, father-in-law, grandparent of the employee or spouse, grandchild, son-in-law, daughter-in-law, brother, sister, brother-in-law, or sister-in-law.
 - c) The President or designee shall grant the use of up to a maximum of one (1) day of SSL for reasons related to the death of the employee’s or ~~his/her~~their spouse’s aunt, uncle, niece, nephew.
5. Subject to the use limits set forth in Section II.F above, domestic violence, sexual assault, or stalking committed against the employee or the employee’s family member, and the SSL is being used:
- a) To obtain for the employee or the employee’s family member:
 - i. Medical or mental health attention that is related to the domestic violence, sexual assault, or stalking;
 - ii. Services from a victim services organization related to the domestic violence, sexual assault, or stalking; or
 - iii. Legal services or proceedings related to or resulting from the domestic violence, sexual assault, or stalking; or
 - b) During the time that the employee has temporarily relocated due to the domestic violence, sexual assault, or stalking.
6. Parental Leave, subject to the provisions of the USM BOR policy VII-7.49 – Policy on Parental Leave and Other Family Supports for Staff.
7. Pregnancy-related disabilities, childbirth, and immediate recovery therefrom.
8. Birth of a child or placement of a child with the employee for adoption within six months following birth or adoption.

IV. DIRECTED USE OF SSL/MEDICAL EXAMINATIONS

- A. The President or designee, in accordance with the Institution’s policy on Family and Medical Leave, may direct an employee to use accrued SSL if ~~he/she~~they determines that an employee is unable to perform the responsibilities of ~~his/her~~their position due to mental or physical illness, injury, or condition.

- B. While in either active work status or on any type of employee-related SSL, an employee may be required to undergo a medical examination(s) and evaluation(s), and may be required to provide verification of fitness for duty, as directed by the President or designee to ascertain whether the employee is able to regularly and routinely perform the responsibilities of his/her/their position.
1. If the examination is conducted by a physician selected by the USM Institution, the Institution shall bear the costs of such medical examination. The employee may, however, see his/her/their own physician at the employee's own cost.
 2. If the examination(s) reveal that an employee is unable to regularly and routinely perform the responsibilities of his/her/their position, action may be taken by the President or designee in accordance with policies on voluntary separation, termination, reasonable accommodation, modified duty/duty, or disability retirement, if applicable.
 3. In cases where there is a conflict between the evaluation, prognosis, diagnosis or recommendation of the employee's personal health care provider and the physician selected by the USM Institution, the President or designee may choose which health care provider's report to follow; or may require subsequent medical examinations and evaluations in deciding what steps should be taken regarding the employee's sick leave status or continued employment. If subsequent medical examinations and evaluations are required, the expense of such shall be borne by the USM Institution. The decision of the President or designee is final.

V. VERIFICATION OF ABSENCES CHARGED TO SSL

- A. In order to assure medical attention for an employee or to prevent the abuse of SSL, the President or designee may require an employee to submit verification of the need to use accrued SSL, advanced or extended sick leave, including to authenticate the need for the employee to care for an ill family member.
- B. Verification may include, but may not be limited to:
1. A written statement from the medical provider (as listed in Section V.C of this Policy) indicating that the employee is required to be absent from work due to mental or physical illness, injury, or condition;
 2. The duration of absence from work;
 3. Prognosis of employee's ability to return to work;
 4. Title and original signature of an accredited, licensed or certified medical provider;

5. Documentation of the birth or placement of a child with the employee for adoption or foster care; and
 6. Any other information necessary to verify that the employee's use of SSL is in accordance with this Policy and other applicable USM policies.
- C. Medical verification as outlined in this Policy may be obtained by an accredited Christian Sciences practitioner, or by ~~the appropriate of~~ any of the following appropriate licensed or certified medical providers:
1. Physician;
 2. Physical Therapist;
 3. Clinical Psychologist;
 4. Dentist;
 5. Oral Surgeon;
 6. Chiropractor;
 7. Podiatrist;
 8. Certified Nurse Practitioner;
 9. Certified Nurse-Midwife;
 10. Licensed Clinical Social Worker;
 11. Licensed Clinical Professional Counselor;
 12. Optometrist;
 13. Physician Assistant; or
 14. Any other health care provider from whom the Institution's group health plan's benefits manager will accept certification of the existence of a Serious Health Condition to substantiate a claim for benefits pursuant to the provisions of USM BOR policy VII-7.50 – Policy on Family and Medical Leave for Nonexempt and Exempt Staff Employees.

VI. ADVANCED SICK LEAVE

- A. An employee who sustains a temporary, recoverable mental or physical illness, injury, or condition, or serious disability may request advance use of sick leave (“Advanced Sick Leave” or “ASL”), subject to the following conditions:

The employee shall:

1. Have exhausted all other types of accrued leave; and
 2. Have a satisfactory record of work performance and no record of sick leave or SSL abuse.
- B. Advanced Sick Leave is not an entitlement. The granting of requests for ASL shall be at the discretion of the President or designee based on operational needs and the employee's record of work performance and record of sick leave or SSL abuse.
- C. ASL shall not be granted in instances where the mental or physical illness, injury, or condition, or serious disability occurred on the job, and the employee has been granted accident leave or temporary total disability benefits by the Workers' Compensation Commission.
- D. Written requests for ASL shall be submitted to the President or designee and shall be supported by written verification by an accredited, licensed, or certified medical provider or appropriate documentation of the birth or adoption of a child, if the employee is requesting parental leave, as outlined in Sections V.B and V.C of this Policy.
- E. Sick leave may be advanced as follows:
1. In the first year of service, Advanced Sick Leave will be prorated based upon the employee's length of service and FTE at the time the ASL is requested.
 2. Thereafter, ASL is advanced at the rate of fifteen (15) working days per year of service to a maximum of sixty (60) working days in any one calendar year.
- F. The use of ASL constitutes a debt for which payment shall be enforceable upon the employee's return to work or upon the employee's separation from employment, whichever is earlier. Upon return to work the minimum rate of payback for ASL shall be at one-half the rate that SSL and annual leave are earned. An employee may elect to pay back the ASL debt by applying any earned leave to the debt, or by reimbursing the USM with cash.
- G. Annual, sick and holiday leaves earned, and personal leave credited while on ASL shall be applied as earned/credited.
- H. Additional requests for ASL will not be granted until all previously granted ASL has been repaid. The only exception to this provision is in cases where the maximum amount of advanced sick leave had not been requested originally and additional ASL, consecutive to that already granted, is needed to cover the employee's continued absence arising from the original mental or physical illness, injury, or condition.

- I. The President or designee may refer an employee who is on advanced sick leave as follows:
 1. The employee may be referred to an USM Institution-named physician for periodic examinations to determine the nature and extent of the illness, the employee's progress toward recovery, the length of time necessary for recovery, and an estimated date of return to work.
 2. If there is a conflict between the employee's physician and the USM Institution-named physician, the provisions of Section IV.B.3 shall apply.

VII. EXTENDED SICK LEAVE

- A. An employee who is appointed at least 50% time and who sustains a temporary, recoverable mental or physical illness, injury, or condition, or serious disability may request Extended Sick Leave (“ESL”), subject to the following conditions:

The employee shall:

1. Have been in USM and/or State service for at least five (5) years;
 2. Have exhausted all types of accrued leave and Advanced Sick Leave; and
 3. Have a satisfactory record of work performance and no record of sick leave or SSL abuse.
- B. Extended Sick Leave is not an entitlement. The granting of requests for ESL shall be at the discretion of the President or designee based on operational needs and the employee’s record of work performance and record of sick leave or SSL abuse.
 - C. The maximum cumulative total of ESL available to an employee while in USM or State service is twelve (12) work months (52 work weeks).
 - D. Annual, sick and holiday leave earned, and personal leave credited while on ESL shall be applied as earned/credited.
 - E. Written requests for extended leave shall be submitted to the President or designee and shall be supported by written verification by an accredited, licensed or certified medical provider as outlined in Section V of this Policy.
 - F. The President or designee may refer an employee who is on ESL as follows:
 1. The employee may be referred to an Institution-named physician for periodic examinations to determine the nature and extent of the illness, the employee's progress toward recovery, the length of time necessary for recovery, and an estimated date of return to work.

2. If there is a conflict between the employee's physician and the Institution-named physician, the provisions of Section IV.B.3 shall apply.

VIII. LEAVE DONATION

- A. Under the authority of its President, each USM Institution may develop and implement a policy establishing an employee leave donation or leave bank program whereby employees may donate accumulated and unused SSL and/or annual leave. Donated leave may be used by employees faced with their own or immediate family member's serious health condition as defined by the Institution's policy on Family and Medical Leave.
- B. Such a policy shall define the terms and conditions under which employees may participate in such a program and the procedures for doing so, and must contain the following:
 1. For an employee donating leave to another employee or to a leave bank:
 - a) A required minimum remaining leave balance after the donation; and
 - b) A maximum limit of no more than 96 hours that can be donated by each employee per calendar year.
 2. For the recipient of donated leave:
 - a) A requirement that the employee have at least 180 days of USM or State service;
 - b) A requirement that the employee have exhausted all earned and available paid leave; and
 - c) A maximum limit on the number of donated leave hours an employee may receive over the lifetime of the employee's career.
 3. Such policy shall also contain procedures regarding treatment of any donated leave not used by the recipient.
- C. Employees granted accident leave or temporary total disability benefits by the Workers' Compensation Commission are not eligible to receive donated leave under such a program.

VII. OTHER

~~USM Human Resources policies are available on the USM's website at <https://www.usmd.edu>.~~

IMPLEMENTATION PROCEDURES:

Each President shall identify ~~his/her~~their designee(s) as appropriate for this policy, develop procedures as necessary to implement this policy, communicate this policy and applicable procedures to ~~his/her~~their Institutional community, and post it on ~~its~~the Institutional website.



UNIVERSITY SYSTEM
of MARYLAND

BOARD OF REGENTS

Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

November 6, 2024

Meeting via Video and Conference Call

DRAFT

Minutes of the Public Session

Regent Gonella called the meeting of the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare of the University System of Maryland Board of Regents to order in public session at 1:31 p.m.

Regents participating in the session included: Mr. Gonella (Chair), Ms. Gooden, Mr. McMillen, Mr. Breslin, Mr. Parker, and Mr. Wood. Also participating were Chancellor Perman, Senior Vice Chancellors Herbst and Wrynn; AAG Langrill; Director of Financial Planning and Analysis Norris; Associate Vice Chancellor Lee, and Chief of Staff Wilkerson. In attendance were Athletic Directors Eigenbrot, Evans, Carter, Polizzi, Doughty, Dell, Owens, and Tucker; AD staff Sorem; UMBC Student Donahue, and other members of the USM community and the public.

The following agenda items were discussed:

1. Review of the Committee Charge, Role, and Responsibilities (Action)

Regent Gonella informed the committee of the charter, to which recommendations for the “Committee on Education Policy & Student Life” be changed to “Committee on Education Policy & Student Life and Safety.”

The Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare recommended that the Board of Regents approve the amendment to the charter. (Regents Gonella and Breslin moved recommendation, seconded by Regent McMillen; approved)
Vote Count = Yeas: 6 Nays: 0 Abstentions: 0

2. Amendments to BOR V-2.10 University System of Maryland Policy on Intercollegiate Athletics (Action)

Regent Gonella informed the committee that proposed amendments to the USM Policy on Intercollegiate Athletics be reviewed and approved. At the September Board meeting, the Major Investigations Taskforce members presented their report which recommended that the presidents’ reporting requirement be moved from the “Compliance Issues” section to the “Ongoing Reporting Obligations”. The wording of the reporting requirement remains the same.

These proposed amendments have been vetted through the USM shared governance process and have been approved for form and legal sufficiency by the Maryland Attorney General's Office.

Regent Wood noted that the word "full" was omitted from page 4 paragraph 4 in the version presented to the Board. **The Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare recommended that the Board of Regents approve the proposed amendments to the policy with the aforementioned change.** (Regents Gooden and Wood moved recommendation, seconded by Regent Parker; approved)

Vote Count = Yeas: 6 Nays: 0 Abstentions: 0

3. Annual Report on Institution and BOR Policy Changes Impacting Student-Athletes – Jordan McNair Safe and Fair Play Act Report (Information)

Regent Gonella introduced Dr. Lee, who presented the report required by the Jordan McNair Fair Play Act, compiled from information collected from each institution regarding their policy changes or enactments related to student-athletes. Dr. Lee noted that three USM policies are mentioned, that the amendment just passed and will be noted in next year's submission. The supply and work demand issues of athletic trainers are noted in the report as well.

Regent Wood asked for athletic directors to weigh in on the issues. ADs Tucker from UMBC and Doughty from BSU provided feedback.

4. Introduction to Student-Athlete Life – A Presentation by Riley Donahue, Student-Athlete from University of Maryland, Baltimore County (Information)

Regent Gonella introduced Riley Donahue who is a UMBC women's basketball player from Atlanta, Georgia. She spent her freshman and sophomore years at Auburn University in Alabama, before transferring to UMBC in 2022. As a graduate student pursuing her master's in public policy, Riley is a leader on and off the court, she is president of the UMBC Student-Athlete Advisory Committee (SAAC) and chair of the America East SAAC, where she is a representative on both the Mental Health Advisory Group and the Education subcommittee.

Ms. Donahue shared a presentation on student-athlete mental health, external pressures, transfer portals, and legislation.

5. Mid-Year Athletic Directors' Updates – Rotating – UMBC, SU, UMCP (Information)

Regent Gonella informed the Committee members they would hear from three athletic directors on their perspectives on current issues. The presentations are intended to be informative and keep the committee abreast of current challenges and impacts felt on the ground at the institutions including but not limited to student health and safety, academic performance and progress, and financial affairs of their programs. AD Tucker presented from UMBC, AD Polizzi from SU, and AD Evans from UMCP.

AD Evans presented a high-level overview of the current state of open Intercollegiate Athletics legal cases.

The public meeting was adjourned at 3:39 p.m.

Respectfully submitted,

Regent Geoff J. Gonella
Chair, Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

TOPIC: Review of the Committee Charge, Role, and Responsibilities (Action)

COMMITTEE: Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

DATE OF COMMITTEE MEETING: November 6, 2024

SUMMARY: The members of the Intercollegiate Athletics and Student-Athlete Health and Welfare Committee will review and discuss any proposed updates to the Committee's charge, role, and responsibilities. We have updated the charge to reflect the current name of the "Committee on Education Policy & Student Life" which was changed to "Committee on Education Policy & Student Life and Safety."

Also included for information purposes only is the meeting schedule for Fiscal Year 2025.

ALTERNATIVE(S): Language could be amended based on the discussion.

FISCAL IMPACT: There is no anticipated fiscal impact.

CHANCELLOR'S RECOMMENDATION: That the Intercollegiate Athletics and Student-Athlete Health and Welfare Committee recommend that the Board of Regents approve the charge of the Committee.

COMMITTEE RECOMMENDATION: RECOMMEND FOR APPROVAL DATE: NOVEMBER 6, 2024

BOARD ACTION: DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923



UNIVERSITY SYSTEM
of MARYLAND

Board of Regents

Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare
Charge, Role, and Responsibilities

Charge:

The Committee on Intercollegiate Athletics and Student-athlete Health and Welfare shall perform all necessary oversight of compliance with Board of Regents policy expectations, consider issues associated with intercollegiate athletics and student-athlete health and welfare concerns, and the need for further or changed Board of Regents policy requirements.

Role and Responsibilities:

The Committee on Intercollegiate Athletics and Student-athlete Health and Welfare shall consider and report or recommend to the Board of Regents on matters concerning expectations and requirements of institutions with intercollegiate athletics programs; minimum standards System-wide for institutions arrangements with student-athletes, including scholarships, student support services, health insurance and Title IX practices and compliance; and new Board of Regents policy changes recommended for full Board of Regents approval. The Committee will also review presidential success in managing institutional intercollegiate athletics in accordance with policy requirements. The Committee on Intercollegiate Athletics and Student-athlete Health and Welfare will also monitor (1) developments in intercollegiate athletics nationally, whether with the NCAA, athletic conferences, Federal legislation, judicial or administrative decisions, rule-making or other forms of national accountability, as well as crises at institutions nationwide that have resulted in harm to students, and (2) assess implications for USM institutions and provide advice, as appropriate.

Members of the Committee on Intercollegiate Athletics and Student-athlete Health and Welfare are appointed annually by the Chairperson of the Board. The Committee shall meet as needed, but no fewer than three times during the fiscal year. The members of the Committee may expect to receive information for review in order to consider, and/or act on any of the following matters:

- A. Information on health and academic support protocols provided to student-athletes.
- B. Information on Title IX compliance.
- C. Information on institution's student-athletes academic progress and graduation success.
- D. Institution submitted reports documenting athletic program status or performance relative to student-athlete health, safety, and well-being standards or expectations.
- E. Institution submitted reports documenting athletic program status or performance relative to academic, financial or other standards as required by the NCAA, athletic conferences or other organized bodies that may impose sanctions or influence the ICA program's resources or operations.
- F. Financial status, commitments and obligations, results of operations and financial projections for the coming five-year period.
- G. Information on significant emerging intercollegiate issues nationwide and their impact on the institution's ICA program.

The Committee shall prepare and provide its annual APR and financial reports to the full Board. The Committee shall also share the appropriate reports, respectively, with the committees on **Education Policy & Student Life and Safety** and **Finance** for information purposes.



Board of Regents Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

Tentative Work Plan for Fiscal Year 2025

November 6, 2024 - 1:30 PM (Zoom meeting)

- a) Review of the Committee charge, role, and responsibilities (Open session)
- b) Mid-year athletic directors' updates – **UMBC, UMCP, SU** (Open session)
- c) Legislatively required annual report on institution and System policy changes impacting student athletes- Jordan McNair Safe and Fair Play Act Report (Open session)

January 17, 2025 – due date for program and financial info, president's statements, NCAA AUP, and embargoed NCAA APR

April 7, 2025 – 1:00pm (Zoom meeting)

- a) Mid-year athletic directors' updates – **CSU, BSU** (Open session)
- b) Financial condition and results of intercollegiate athletic programs (Open session)
- c) Summary of ICA internal audits (Open session)
- d) Update/report from the Workgroup on the State of Athletic Trainers (Open session) - Tentative

April 25, 2025 – due date for all academic information, affirmations, mid-year financial results and projections, all outstanding NCAA reports, and projected APR

May 29, 2025 – 10:00 AM (Zoom meeting)

- a) Title IX intercollegiate athletics status – (Open session)
- b) Mid-year athletic directors' updates – **UMES, FSU, TU** (Open session)
- c) Summary of student-athlete admission, graduation, and academic progress (Open session)
- d) Proposed educational presentation on student-athletes and sports betting (Open session)

TOPIC: Amendments to BOR V-2.10 University System of Maryland Policy on Intercollegiate Athletics (Action)

COMMITTEE: Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

DATE OF COMMITTEE MEETING: November 6, 2024

SUMMARY: Proposed amendments to the USM Policy on Intercollegiate Athletics are presented for review and approval. At the September Board meeting, the Major Investigations Taskforce members presented their report which recommended that the presidents' reporting requirement be moved from the "Compliance Issues" section to the "Ongoing Reporting Obligations". The wording of the reporting requirement remains the same.

Attached is red-lined copy of the policy that shows the proposed amendments to the current policy. These proposed amendments have been vetted through the USM shared governance process and have been approved for form and legal sufficiency by the Maryland Attorney General's Office.

ALTERNATIVE(S): The Committee could decline to endorse the proposed policy amendments.

FISCAL IMPACT: The proposed policy amendments are not expected to have any fiscal impact.

CHANCELLOR'S RECOMMENDATION: The Chancellor recommends that the Committee approve the proposed policy amendments.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL WITH EDIT AS HIGHLIGHTED

DATE: NOVEMBER 6, 2024

BOARD ACTION:

DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

V-2.10 – UNIVERSITY SYSTEM OF MARYLAND POLICY ON INTERCOLLEGIATE ATHLETICS

(Approved by the Board of Regents, April 25, 1991; amended June 19, 1991; amended December 7, 2001; amended June 17, 2021, amended June 16, 2023)

General

A well-managed and successful intercollegiate athletic program enhances the educational goals of a college or university regardless of the particular mix of teaching, research and service activities inherent in its approved mission. Athletic competition under the fundamental principles of fair play and amateurism can be of value to individual students, to members of the immediate collegiate community, and to the larger institutional constituency.

The institutions of the University System of Maryland subscribe to a philosophy of athletics that reflects a clear understanding of the role the athletics program is expected to play in furthering the broader institutional mission. Fundamental to the effective management of the intercollegiate athletic program is the commitment of the president of the institution to maintain regular oversight of the enterprise. All institutions within the System, whether they have intercollegiate athletic programs or not, are affected by public perceptions of the athletic programs or teams at particular System campuses and the attendant publicity the programs receive.

Each institution that has an intercollegiate athletics program must have in place procedures, internal and external, which provide careful and thorough scrutiny of the sports program and deliver required information to the president and, as appropriate, to the Chancellor and the Board of Regents.

Student-athletes are first and foremost students, and it is the expectation of the Board of Regents that their academic performance and progress will be comparable to that of non-athletes. Contracts for coaches and other athletic department staff will include objectives and minimum expectations for academic as well as athletic success.

Management of the athletics program, both along financial expectations as well as with respect to academic goals and expectations, are among those elements to be considered in the annual evaluations of presidential performance.

Reporting and accountability requirements

Institutions that participate in intercollegiate athletics are to comply with all reporting requirements developed by the Chancellor as a set of annual information requirements, which will be distributed to institutions with intercollegiate athletics programs and updated as changes occur, as well as satisfying the reporting and communication expectations detailed in the Ongoing Reporting Obligations section below. All other institutions that have intercollegiate

athletics programs are expected to satisfy all ongoing reporting obligations and provide the annual presidents' and athletic directors' affirmations detailed in Chancellor's set of annual information requirements; the Board of Regents may request that those institutions provide additional information on particular aspects of their intercollegiate athletics programs as follow-up.

In order to ensure that the Board of Regents is informed and knowledgeable about intercollegiate athletics and the role it plays at each of the institutions, each president whose institution fields competitive intercollegiate sports teams shall furnish to the Board of Regents, on an annual basis, reports that address academic issues, fiscal issues, and compliance issues within intercollegiate athletics, including the information called for in the Chancellor's set of annual information requirements.

Academic Issues

The annual report on academic issues related to intercollegiate athletics will be presented to the appropriate Board of Regents committee in March and June of each year, as data are available, and will provide data on the preceding fiscal year and on the fall semester of the current year as outlined in the Chancellor's set of annual information requirements. In addition to institutional data, the report should include the prior year's NCAA Academic Program Rates (APR) and, if institutions had unsatisfactory scores, a report on corrective actions the institution has taken to prevent future problems.

Institutions should adopt minimum standards for academic progress and consequences for failure to meet those standards on a continuing basis that include suspension from participation in athletic activities.

Fiscal Issues

While each president is responsible for the operations of the intercollegiate athletic program on his/her campus, it is mandatory that there be transparency in fiscal reporting. The annual report on fiscal issues related to intercollegiate athletics will be presented to the appropriate Board of Regents committee in March of each year and will include the current year's budget as well as actual revenues and expenses from the prior fiscal year. The [full](#) Board of Regents is to be kept informed of any long-term financial commitments that may affect the budget in future years. In addition to required annual reporting, institutions shall report to the Chancellor's Office, the Director of Internal Audit, [and the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare](#) all developing or anticipated fiscal shortfalls that may result.

To the extent allowable under NCAA regulations, institutions may agree to waive the difference between non-resident and resident tuition rates for student-athletes without charge or impact on the intercollegiate athletics program operating budget or the assessment of whether the program is operated on a self-supporting basis. Note that the NCAA recognizes such waivers as a charge to the ICA program, so that the revenue and expenditure reports for the NCAA will not be directly comparable to those required by this Board of Regents policy.

Intercollegiate athletics programs shall be operated in a fiscally responsible manner and should be managed on a self-supporting basis, as set forth in guidelines provided by the Chancellor. Any institution that finds it necessary to use other revenues or resources to support Intercollegiate Athletics shall document the institution president's approval for the use of such funds in amounts less than \$1 million in any fiscal year and notify the Chancellor in writing of such approval. The source of such other resources or revenues should also be documented, with other auxiliary resources being favored over non-auxiliary resources. For amounts of \$1 million or more in any fiscal year, the Chancellor's review and approval is required, and for amounts of \$5 million or more, the Chancellor will notify the [full](#) Board of Regents. Intercollegiate athletics programs that cannot cover their expenses through program revenues and other sources of revenue approved by the president or Chancellor, as applicable, shall develop, adopt, and report to the Chancellor's Office an operating plan to improve intercollegiate athletics program financial results. [The Chancellor shall provide a copy of the operating plan to the full Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare.](#)

For internal allocation purposes, institutions may choose not to require intercollegiate athletics programs to make up for budget shortfalls that currently exist or may exist in the future. In such cases, the institution president shall notify the Chancellor in writing. If the amount of the shortfall exceeds \$5 million in a fiscal year, the Chancellor will notify the [full](#) Board of Regents.

Compliance Issues

Institutions must comply with state law (the Jordan McNair Safe and Fair Play Act as an example), NCAA and conference rules, Title IX requirements, and other formal and legal expectations relevant to each institutions' athletics program.

It is expected that institutions will immediately notify the Chancellor and the Director of Internal Audit of all NCAA major infractions, NCAA investigations, and conference (Big Ten, MEAC, etc.) investigations. In addition, it is understood that institutions are to submit to the NCAA in a timely manner all NCAA Reports and Agreed-Upon Procedure Reports as may be required as well as periodic conference review reports.

Distribution and use of sensitive information

In order to ensure that the Board of Regents is fully informed but that the privacy of individuals is protected, reporting on the academic performance of student athletes and the terms, commitments and incentives reported for coaches' and athletic directors' contracts will be done in closed session as permitted in special circumstances outlined in §3-305(a) of the General Provisions Article of the Annotated Code of Maryland.

Ongoing Reporting Obligations

1. Institutions are to immediately notify the Chancellor's Office and the Director of Internal Audit of all NCAA major infractions, NCAA investigations and conference investigations.
2. Presidents shall inform the Chancellor, who shall inform the full Board of Regents in a timely manner, regarding any events or situations that might spark unusual public interest in the athletic program, particular team(s), or individual student athlete(s) at that institution and should provide sufficient detail concerning these events or situations to permit the Chancellor and the Board of Regents to respond appropriately to inquiries.
3. Institutions are to submit all required annual NCAA Reports, annual Agreed-Upon Procedure Reports and periodic conference review reports to the appropriate governing bodies.
4. Compliance with Board of Regents Policy VII-10.0 Policy on Board of Regents Review of Contracts for Highly-Compensated Personnel requires institutions to provide proposed employment contracts to the Office of the Attorney General prior to execution. The contracts for highly-compensated personnel in intercollegiate athletics programs are to be provided to the Chancellor concurrently with the Office of the Attorney General. The policy provides that 'Before a contract is executed, it must be submitted to the Office of the Attorney General for review and approval for legal form and sufficiency. The Office of the Attorney General may communicate any significant legal concerns with the draft contract to the institution's president and the Chancellor. It should be understood that proposed contracts provided to the Office of the Attorney General and Chancellor are to include all relevant provisions and terms of the proposed contract including detailed notes concerning provisions remaining to be negotiated. The Chancellor will notify the **full** Board of Regents of any contract provisions of an unusual or sensitive nature or those that conflict with expectations and values of the Board of Regents.
5. Annually, the Chancellor's office will issue additional reporting requirements, which may include, but are not limited to, information related to financial matters.

TOPIC: The Jordan McNair Safe and Fair Play Act Report (Information)

COMMITTEE: Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

DATE OF COMMITTEE MEETING: November 6, 2024

SUMMARY: The Jordan McNair Safe and Fair Play Act, adopted in the spring of 2021, established an annual requirement for the University System of Maryland to report on student-athletes, including any policy changes related to the health and safety of student-athletes at each institution.

In July 2024, System institutions with Intercollegiate Athletics were asked for an inventory of every policy and procedure that related to student-athlete safety, health, and wellness. Institutions were also asked to provide a link to or attachment of the policies/procedures and asked to note when the policies were established and if changes had been made since August 2023.

All institutions complied with this request. The information collected was compiled into a report that was submitted to the General Assembly by the October 1, 2024 deadline.

Dr. Zakiya Lee, Associate Vice Chancellor for Student Affairs, will provide a summary of the report, which demonstrates the depth and breadth of campus policies related to the health and safety of student-athletes.

ALTERNATIVE(S): This item is presented for information purposes.

FISCAL IMPACT: This item is presented for information purposes.

CHANCELLOR'S RECOMMENDATION: This item is presented for information purposes.

COMMITTEE RECOMMENDATION: RECEIVED FOR INFORMATION DATE: NOVEMBER 6, 2024

BOARD ACTION: DATE:

SUBMITTED BY: Ellen Herbst 301-445-1923 and Alison Wyrnn 301-445-1992

October 1, 2024

The Honorable Bill Ferguson
President
Senate of Maryland
State House, H-107
Annapolis Maryland 21401

The Honorable Adrienne A. Jones
Speaker
Maryland House of Delegates
State House, H-101
Annapolis Maryland 21401

Re: Report Required by §2–1257 of the State Government Article (Jordan McNair Safe and Fair Play Act)

Dear President Ferguson and Speaker Jones:

On behalf of the Board of Regents Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare, I offer the University System of Maryland's report to comply with the Jordan McNair Safe and Fair Play Act, which states, "The University System of Maryland Intercollegiate Athletics Workgroup shall submit a report to the General Assembly, in accordance with §2–1257 of the State Government Article, on student athletes in the University System of Maryland, including any student athlete policy changes at each institution related to the health and safety of student athletes."

Please contact me at zlee@usmd.edu or 301-445-1991 if you have any questions.

Sincerely,



Zakiya S. Lee
Associate Vice Chancellor for Student Affairs

CC: Sarah Albert, Department of Legislative Services (5 copies); Geoff Gonella, USM Board of Regents Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare; Jay Perman, USM Chancellor; Ellen Herbst, USM Administration and Finance; Alison Wrynn, USM Academic and Student Affairs; Susan Lawrence, USM Government Relations; Samantha Norris, USM Administration and Finance

The Jordan McNair Safe and Fair Play Act

University System of Maryland

October 2024



The University System of Maryland’s Board of Regents Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare submits the following report as mandated by The Jordan McNair Safe and Fair Play Act, which states, “The University System of Maryland Intercollegiate Athletics Workgroup shall submit a report to the General Assembly, in accordance with §2-1257 of the State Government Article, on student athletes in the University System of Maryland, including any student athlete policy changes at each institution related to the health and safety of student athletes.”

University System of Maryland and Oversight of Intercollegiate Athletics

The University System of Maryland (USM) has collaborated with and gathered information and data on the intercollegiate athletics programs at its institutions for many years with a policy on athletics oversight first adopted in 1990 and then further refined in 1991. In 2013, the Board of Regents established the Workgroup on Intercollegiate Athletics to formalize processes, procedures, and the oversight of the athletics programs. The Workgroup diligently worked reviewing and assessing the academics, health and wellness, Title IX compliance, and financial status of athletics programs. Institutional information was reviewed by and presented to the Workgroup and also reported up to the standing committees on Education Policy and Student Life and Finance, as appropriate. In 2020, the Board of Regents approved the dissolution of the aforementioned workgroup and the establishment of a more formal, robust, long-standing, public-facing entity – the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare.

In April 2021, the charge of that committee (included as an appendix to this report) was approved and incorporated into the Bylaws of the USM Board of Regents. The Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare is charged with performing all necessary oversight of compliance with Board of Regents policy expectations, considering issues associated with intercollegiate athletics and student-athlete health and welfare concerns, and determining the need for further or amended Board of Regents policy requirements. This includes, but is not limited to: (1) reviewing presidential performance in managing institutional intercollegiate athletics, (2) monitoring developments in intercollegiate athletics nationally, (3) requesting information from the institutions on the health and welfare of athletes and academic support protocols provided to student-athletes; Title IX compliance and complaints; and institutions’ student-athletes academic progress and graduation success; and (4) analyzing financial status, commitments, and obligations. The Committee meets as needed but no fewer than three times each fiscal year. ***This charge was last reviewed and approved in April 2024.*** Changes include the insertion of statements that give the committee the authority to monitor developments of and consider, “Emerging intercollegiate issues nationwide and their impact on institution’s ICA programs” and “crises at institutions nationwide that have resulted in harm to students” and to provide advice as appropriate.

Topics covered during the FY 2024 meetings of the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare include:

November 3, 2023

1. Review of the Committee Charge, Role, and Responsibilities
2. Mid-year Athletic Director Updates – Rotating – FSU, CSU, UMCP
 - the lines of reporting within the institution and responsibility for athletics
 - the institution’s current challenges
 - institution efforts to facilitate student-athletes’ use of name, image, or likeness
 - the impact of the Alston case on the institution’s athletic department
3. Annual Report on Institution and BOR Policy Changes Impacting Student-athletes -Jordan McNair Safe and Fair Play Act Report

April 1, 2024

1. Proposed Amendment to the Committee Charge, Role, and Responsibilities
2. Mid-year Athletic Director Updates – Rotating – UMES
 - the lines of reporting within the institution and responsibility for athletics
 - the institution’s current challenges
 - institution efforts to facilitate student-athletes’ use of name, image, or likeness
 - the impact of the Alston case on the institution’s athletic department
3. Report from the Workgroup on the State of Athletic Trainers
4. Financial Condition and Results of Intercollegiate Athletic Programs

June 3, 2024

1. Current Legal and Regulatory Issues Affecting Intercollegiate Athletics Programs - A Presentation by Chad Hawley, Senior Vice President for Policy and Compliance at the Big Ten Conference
2. Title IX Intercollegiate Athletics Status
3. Summary of Student-Athlete Admission, Graduation, and Academic Progress
4. Mid-year Athletic Director Updates – Rotating – TU, BSU, SU
 - the lines of reporting within the institution and responsibility for athletics
 - the institution’s current challenges
 - institution efforts to facilitate student-athletes’ use of name, image, or likeness
 - the impact of the Alston case on the institution’s athletic department

Regents serving on the committee in FY 2024 were:

Geoff Gonella (*chair*)

Tom McMillen

Hugh Breslin

Michelle Gourdine

Josiah Parker

Bill Wood

Linda Gooden (*ex officio*)

University System of Maryland Board of Regents Policies on Intercollegiate Athletics

Following are the intercollegiate athletics-specific policies maintained by the University System of Maryland Board of Regents:

V-2.00 – Policy on Student Athletics (approved in January 1990) – This policy establishes that the responsibility for adopting rules for the administration of intercollegiate athletics is delegated to the President of each institution, subject to Board policies and to applicable Federal and State law and any governing athletic association’s rules.

V-2.10 – Policy on Intercollegiate Athletics (approved in April 1991; most recently amended in June 2023) – This policy establishes the general philosophy of and expectations surrounding ICA as well as describing institutions’ reporting and accountability requirements (including compliance with the Jordan McNair Act); academic, fiscal, and compliance responsibilities; ongoing reporting obligations; and the distribution and use of sensitive information. This policy also mandates that institutions with intercollegiate athletics program, “have in place procedures, internal and external, which provide careful and thorough scrutiny of the sports program and deliver required information to the president and, as appropriate, to the Chancellor and the Board of Regents.”

During the June 12, 2023 meeting of the Board’s Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare, the committee voted to amend Policy V-2.10. The policy continues to require that institutions operate intercollegiate athletics programs in a fiscally responsible manner. The policy’s goal is for these programs to be operated on a self-supporting basis as set forth in guidelines provided by the Chancellor. However, the policy amendments will provide institutions with flexibility to achieve this goal over time, if necessary. The policy permits institutions to use revenues or resources other than those generated by the intercollegiate athletics program to support the program, if certain procedures are followed: (1) for use of other revenues of up to \$1 million in a year, the president’s approval must be documented and the Chancellor notified; (2) for amounts of \$1 million up to \$5 million in one year, the Chancellor’s review and approval is required. Institutions that cannot cover their expenses through program revenues and other approved sources of revenue shall develop, adopt and report to the Chancellor’s Office an operating plan to improve intercollegiate athletics program financial results. Finally, the policy amendments also provide that institutions may choose not to require intercollegiate athletics programs to make up internal accounting budget shortfalls. In such cases, the president must notify the Chancellor and, if the amount exceeds \$5 million in one year, the Chancellor will notify the Board of Regents.

V-2.20 – Policy on Academic Achievement in Intercollegiate Athletics (approved October 2014) – This policy establishes the importance of successful academic achievement for student athletes and associated reporting requirements.

All Board of Regents ICA-related policies and the work of the former workgroup and current standing committee are based on the philosophy that student-athletes are, first and foremost students, and it is the expectation of the Board of Regents that student-athletes’ academic performance and progress will be comparable to that of non-athletes. Management of the athletics programs, with focus on financial expectations as well as academic and health and wellness goals and expectations, are among those elements to be considered in the annual evaluations of presidential performance.

The July 2021 transition of the Workgroup on Intercollegiate Athletics to the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare and the June 2023 amendments to the Policy on Intercollegiate Athletics (V-2.10) are the most substantive, system-wide changes that have taken place in years. All policies undergo regular examination by the committee and/or USM staff. ***There were no USM policy changes in FY 2024.*** Changes will be reported in USM’s subsequent submission(s) of the Jordan McNair Safe and Fair Play Act Report.

University System of Maryland’s Institutions’ and the System Office’s Compliance with the McNair Act Reporting Mandates

The McNair Act states, “The University System of Maryland Intercollegiate Athletics Workgroup shall submit a report to the General Assembly, in accordance with §2-1257 of the State Government Article, on student athletes in the University System of Maryland, including any student athlete policy changes at each institution related to the health and safety of student athletes.”

To satisfy this requirement, the staff to the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare asked the institutions with NCAA intercollegiate athletics to submit a report detailing their policies and procedures related to the safety, health, and wellness of student-athletes. The staff also requested links or hard copies of each policy or procedure, the date it was established, the date of last review, and a brief description of changes and motivating factors since August 2023. The reporting requirement from the General Assembly only asked for *policy* changes, but the Committee expanded the request to include procedures/guidelines, as much of the infrastructure designed to address student-athlete health and wellness is contained in procedures or protocols that are not always official policies.

Eight University System of Maryland institutions have intercollegiate athletics.

- Bowie State University – Division II
- Coppin State University – Division I
- Frostburg State University – Division II
- Salisbury University – Division III
- Towson University – Division I
- University of Maryland, Baltimore County – Division I
- University of Maryland, College Park – Division I
- University of Maryland Eastern Shore – Division I

Following is a chart of the policies and procedures related to the safety, health, and wellness of student-athletes for each USM institution with intercollegiate athletics and the University System of Maryland Board of Regents. Changes since August 2023 are highlighted.

Bowie State University			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
Yearly Medical Requirements for Athletic Participation	2018	2024	Updated platform from front rush to spry for the electronic medical forms
Non-Athletic Related Injuries	2018	2024	No Changes
Medical Referrals	2018	2024	No Changes
Dietary Supplements	2018	2024	No Changes
Blood-Borne Pathogens	2018	2024	No Changes
Eating Disorders	2018	2024	No Changes
Methicillin-Resistant Staphylococcus Aureus	2018	2024	No Changes
Concussion Management Policy	2018	2024	No Changes
Lightning Policy	2018	2024	No Changes
Indoor Heat Policy	2018	2024	No Changes
Cold Weather Policy	2018	2024	No Changes
Heat Index Policy	2018	2024	No Changes
Prevention of Heat Illness	2018	2024	No Changes
Pregnancy Policy	2018	2024	No Changes
Mental Health Policy	2018	2024	No Changes
Sickle Cell Trait/Disease Policy	2018	2024	No Changes
AED Policy	2018	2024	Added an additional mounted AED for use in the Leonidas S. James Complex
Rhabdomyolysis Policy	2021	2024	No Changes
Asthma Policy	2021	2024	No Changes
Coverage Guidelines	2018	2024	No Changes
Emergency Care and Coverage	2018	2024	No Changes
COVID Policy	2020	2024	Removed policy. Following CDC guidelines for respiratory virus.
Reporting Student Concerns Regarding Athletic Programs and Activities	2019	2024	No Changes

Coppin State University			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
Athletic Training Room Rules, Guidelines, & Procedures	2020	2024	No Changes
Concussion Safety Protocol	2015	7/2024	No Changes
Sickle Cell Trait Testing Policy and Procedure	2010	7/2024	No Changes
Reporting Student Concerns Regarding Athletic Programs and Activities	2019	2024	No Changes
Necessary Medical Requirements and Information for Student-Athletes before CSU Athletic Scheduled Activity (COVID-19)	2021	7/2024	No Changes
Sports Medicine Emergency Action Plan – Heat Illness	November 2021	7/2024	No Changes
Adapted Medical Triage and Algorithms – Asthma	October 2021	7/2024	No Changes
Return to Play from Rhabdomyolysis	October 2021	7/2024	No Changes
Frostburg State University			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
Student-Athlete Ethical Behavior	June 2019	Aug. 2024	No Change
FSU Student-Athlete Code of Conduct	June 2019	Dec. 2023	Updated verbiage to include CARA, DIV II wording.
Student-Athlete Advisory Committee Structure	June 2019	April, 2024	The executive Board will be made up of one representative from each subcommittee along with a President and VP.
Student-Athlete Media Policy	June 2019	Aug. 2024	No Change
Athletic Training Clinic General Rules	June 2019	Aug. 2023	No Change
Injury Clearance Chain of Command	June 2019	Aug. 2023	Added verbiage requiring SA to obtain x-ray within 3 days to ensure SA safety & wellbeing
Communication Regarding Clearance to Participate After an Injury/Illness	June 2019	Aug. 2023	No Change
Student-Athlete Medical Information	June 2019	Aug. 2023	No Change
Student-Athlete Insurance	June 2019	Aug. 2023	No Change to FSU policy, added verbiage on NCAA Post-Eligibility Insurance Program

Medical Testing and Clearance	June 2019	Aug. 2023	No Change to process; discontinued use of ImPACT began using SWAY Medical
Treatment Procedures – Infectious Diseases	June 2019	Aug. 2023	No Change
Treatment Procedures – Concussion	June 2019	Aug. 2023	No Change in process; discontinued use of ImPACT began using SWAY Medical
Treatment Procedures – Sickle Cell	June 2019	Aug. 2023	No Change
Treatment Procedures – Mental Health & Illness	June 2019	Aug. 2023	No Change
Treatment Procedures – Nutrition and Eating Disorder/Disordered Eating Policies	June 2019	Aug. 2023	Included verbiage on RED-S
Treatment Procedures – Student-Athlete Pregnancy	June 2019	Aug. 2023	No Changes
Inclement Weather – Heat Exposure	June 2019	Aug. 2023	No Changes
Inclement Weather – Cold Exposure	June 2019	Aug. 2023	No Changes
Inclement Weather – Air Quality	June 2019	Aug. 2023	No Changes
Inclement Weather – Lightning	June 2019	Aug. 2023	No Changes
Initial Grant-In-Aid for New Students	June 2019	Aug. 2023	No Changes
Non-Renewal/Reduction of Athletic Scholarships	June 2019	Aug. 2023	No Changes
Procedures for Appealing Reduction/Cancellation/Non-Renewal	June 2019	Aug. 2023	No Changes
Student-Athlete Development & Well Being – Student Handbook Defined	June 2019	Aug. 2024	No Changes
Student-Athlete Development & Well Being – Academics	June 2019	Aug. 2024	Updated study hall policy with new location in the Adams/Wyche Center of Academic Excellence
Student-Athlete Development & Well Being – Frostburg State University Missed Class Policy	June 2019	Aug. 2024	No Changes
Student-Athlete Development & Well Being – Policy on Transgender Participation in Athletics	June 2019	Aug. 2024	No Changes
Student-Athlete Development & Well Being – Harassment Policies and Grievance Reporting	June 2019	Aug. 2023	No Changes
Student-Athlete Development & Well Being – Harassment Policies and Grievance Reporting – Sexual Harassment	June 2019	Aug. 2023	No Changes
Student-Athlete Development & Well Being – Harassment Policies and Grievance Reporting – Hazing	June 2019	Aug. 2023	No Changes
Student-Athlete Development & Well Being – Harassment Policies and Grievance Reporting – Unethical, Improper, Illegal Behavior	June 2019	Aug. 2023	No Changes
Student-Athlete Development & Well Being – Governance	June 2019	Aug. 2024	No Changes
Student-Athlete Development & Well Being – Departmental Evaluation and Exit Survey/Interview	June 2019	May. 2024	New Survey was created and presented at the end of every season. Questions were added at

			the request of university acting president.
Student-Athlete Development & Well Being – Community Engagement	June 2019	Aug. 2024	No Changes
Student-Athlete Development & Well Being – Athletic Awards Banquet	June 2019	Aug. 2024	No Changes
Student-Athlete Development & Well Being – Wellness Policies and Resources	June 2019	Aug. 2024	No Changes
Department of Athletics Grievance Reporting – Reporting Student Concerns Regarding Athletic Programs and Activities	2019	Aug. 2023	No Changes
Treatment Procedures – Rhabdomyolysis	2021	Aug. 2023	No Changes
Treatment Procedures – Asthma	2021	Aug. 2023	No Changes
Treatment Procedures – Return to Play – Heat Illness	2021	Aug. 2023	No Changes
Treatment Procedures – Return to Play – Sickle Cell Trait	2021	Aug. 2023	No Changes
Treatment Procedures – Return to Play – Concussion	2021	Aug. 2023	No Change in process; discontinued use of ImpACT began using SWAY Medical
Treatment Procedures – Return to Play – Skin Infection	2021	Aug. 2023	No Changes
Treatment Procedures – Return to Play – Asthma	2021	Aug. 2023	No Changes
Treatment Procedures – Return to Play – Dental Injuries	2021	Aug. 2023	No Changes
Treatment Procedures – Return to Play – Seizure	2021	Aug. 2023	No Changes
Facility EAP – Wrestling Room	2021	Aug. 2023	No Changes
Salisbury University			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
Reporting Student-Athlete Concerns about Athletic Programs and Activities (State-Mandated)	2019	2024	No Changes
Concussion Management	2012 – annual review	2024	No Changes
Heat Related Procedures	2018 – annual review	2024	No Changes
Emergency Action Plan	2012 – annual review	2024	No Changes
Guidance – Sickle Cell Trait Test Verification	2010 – annual review	2024	No Changes

Asthma – Screening and Treatment Plans	2021 – annual review	2024	No Changes
Exertional Rhabdomyolysis Management Plan	2021 – annual review	2024	No Changes
Towson University			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
05-03.00 Reporting Student-Athlete Concerns about Athletic Programs and Activities	2020	2024	No Changes
Student Athlete Handbook – Procedures for Reporting Student-Athlete Concerns about Athletic Programs and Activities	2020	2024	We changed a step in reporting of concerns to include 3 members of the AD’s Executive Staff team beyond the student’s sport administrator to ensure a considerate process takes place.
Student-Athlete Handbook – Drug Testing Procedures	2018	2024	Updated language
Student-Athlete Handbook – Patient Privacy, Chaperones and Informed Consent	2018	2024	No Update
Student-Athlete Handbook – Sports Medicine	2019	2024	TU implemented a meal plan program for student-athletes. This language was added.
Student-Athlete Handbook – Strength & Conditioning	2018	2024	No Update
Towson Sports Medicine Procedure Manual	2011	2024	No Update
Conditioning Best Practices	2019	2024	No Update
Mental Health Best Practices	2018	2024	No Update
Towson Strength & Conditioning Operations Manual	January 2020	2024	No Update
Inclement Weather Procedure	2015	2024	No Update
Sport Program Evaluations, Surveys and Exit Interviews	2013	2024	No Update
University of Maryland, Baltimore County			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
UMBC Student Concerns About Athletic Programs and Activities Interim Policy # V-2.00.01	Oct. 1, 2019	7/28/23	No Changes
UMBC Hazing Policy #V-8.00.01	June 12, 2018	7/28/23	No Changes

UMBC Policy on Sexual Misconduct, Sexual Harassment and Gender Discrimination # VI-1.60.01	Aug. 14, 2020	7/28/23	No Changes
UMBC Substance Abuse Policy # III-5.00.04	May 31, 2018	7/28/23	No Changes
UMBC Interim Policy on Student Social Media Privacy # V-1.20.01	Feb. 28, 2017	7/28/23	No Changes
UMBC Smoking Policy # VI-8.10.01	March 1, 2016	7/28/23	No Changes
UMBC Athletics Collapse/Cardiac Arrest Emergency Action Plan	June 20, 2019	7/24/24	No Changes
UMBC Athletics Critical Incident Internal Communication Protocol	August 1, 2021	7/24/24	Updated to reflect staffing changes
UMBC Athletics Clinical Management Guideline: Sickle Cell Trait Crisis Management	July 2018	7/24/24	No Changes
UMBC Athletics Asthma Management Guideline	June 2019	7/24/24	No Changes
UMBC Athletics Body Composition Assessment Policy and Procedure	July 5, 2018	7/24/24	No Changes
UMBC Athletics Cardiac Arrest Overview	Aug. 20, 2018	7/24/24	No Changes
UMBC Athletics: Diabetes Management in the Athlete	July 2018	7/24/24	No Changes
UMBC Athletics Progressive Spine Injury Assessment	July 2018	7/24/24	No Changes
UMBC Athletics Final Heat Illness Prevention & Management	July 2018	7/24/24	Updated to include KSI – US Soccer Updates
America East Hot & Cold Weather Competition Policy	July 1, 2019	7/24/24	No Changes
UMBC Athletics Cold Weather Policy	January 2019	7/24/24	No Changes
UMBC Athletics Lightning Safety Policy	July 2019	7/24/24	No Changes
UMBC Athletics Baseball & Softball Emergency Action Plan	June 2021	7/24/24	No Changes
UMBC Athletics Basketball Volleyball Aux Gym Emergency Action Plan	June 2021	7/24/24	No Changes
UMBC Athletics Basketball Volleyball Main Gym Emergency Action Plan	June 2021	7/24/24	No Changes
UMBC Athletics Lacrosse Emergency Action Plan	June 2021	7/24/24	No Changes
UMBC Athletics Soccer Emergency Action Plan	June 2021	7/24/24	Updated to reflect staffing changes
UMBC Pool EAP	June 2021	7/24/24	No Changes
UMBC Varsity Weight Room EAP	June 2021	7/24/24	Updated to reflect staffing changes
UMBC Athletics Concussion Management Program	June 2018	8/1/24	Updated to reflect NCAA SSI updates
UMBC Sports Medicine Concussion Return to Play Protocol Guideline	July 2018	7/24/24	No Changes
UMBC Concussion Return to Play Protocol - Sport Specific	March 2020	7/24/24	No Changes
UMBC Drug Testing Policy	August 2010	7/24/24	No Changes
UMBC Clinical Management Guideline: Rhabdomyolysis Crisis Management	Sept. 2021	7/24/24	No Changes

UMBC Mental Health EAP	July 2018	7/24//24	No Changes
UMBC Mental Health Crisis & Routine Contact Information	7/24/24	7/24/24	No Changes
University of Maryland, College Park			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
Sports Medicine Services Overview	2021	2024	No Changes
Medical Model Organizational Chart	Pre-2013; Updated 2022	2024	Updated with new additional positions-Addition of 2 mental health providers
Biq Ten Institutional Control	2015; Updated 2020	2024	No Changes
Emergency Action Plan	Pre-2013; Updated 2022	2024	No Changes
Medical Clearance to Participate	Pre-2013; Updated 2020	2024	No Changes
Stimulant Medication Guidelines	Pre-2013; Updated 2019	2024	No Changes
Return to Play	2013	2024	No Changes
Mental Health Emergency Plan	2018; Updated 2022	2024	Updated to meet campus guidelines
Medical Expenses and Insurance	Pre-2013; Updated 2019	2024	No Changes
Confidentiality	2013	2024	No Changes
Athletic Medical Review Board	2019	2023	AMRB has been replaced by internal review methods being created to review each sports medicine unit on a 3-year cycle
Environmental Heat Practice Guideline	2019	2024	No Changes
Exertional Heat Stroke Plan	2018	2024	No Changes
Lightning Monitoring Plan	2018	2024	No Changes
Concussion Management Plan	2010; Updated 2022	2024	New Guidelines and updated policy based on international consensus concussion meeting
Drug Testing	2019	2024	No Changes
Student-Athlete Medical Consent Forms	Pre-2013; Updated 2022	2024	No Changes
Student-Athlete Feedback	2019	N/A	No Changes
Staff Code of Ethical Conduct	2019	N/A	No Changes
Mental Health First Aid Training	2021	2024	New state mandate; All coaches

			to complete Mental Health First Aide Training
Student Concerns About Athletic Programs and Activities Policy	2019	N/A	No Changes
Clinical Management Guidelines: Asthma Management	Pre-2013; Updated 2022	2024	No Changes
Conditioning Best Practices -Rhabdomyolysis and Other Medical Conditions	Pre-2013; Updated 2022	2024	No Changes
University of Maryland Eastern Shore			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
Concussion Safety Protocol	Fall 2017	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Staff	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Athletic Training Facility Rules and Regulations	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Injury and Illness Reporting	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Emergency Room/Urgent Care Clinic Referral	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Compliance with Prescribed Treatment and Rehabilitation Sessions	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Bloodborne Pathogen Policy	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Blood Borne Pathogen Exposure Control Plan	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Emergency Action Plan for Medical Emergencies	Fall 2019	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Facility Emergency Action Plans	Fall 2019	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Exertional Heat Illness	Fall 2019	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Exertional Rhabdomyolysis Policy	Fall 2021	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Cold Exposure	Fall 2019	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Sickle Cell Trait Policy and Protocol	Fall 2021	Summer 2024	No Changes

Sports Medicine Policies and Procedures – Lightning Safety Protocol	Fall 2019	Summer 2024	No Changes
Sports Medicine Policies and Procedures – ADHD Policy	Fall 2021	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Asthma Policy	Fall 2021	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Psychiatric and Psychological Intervention Plan	Fall 2021	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Student-Athlete Drug and Alcohol Policy Statement	Fall 2015	Summer 2024	No Changes
Sports Medicine Policies and Procedures – Insurance Coverage and Payment for Medical Services	Fall 2015	Summer 2024	No Changes
Reporting Student-Athlete Concerns about Athletic Programs and Activities	2019	Summer 2024	No Changes
University System of Maryland			
Policy or Procedure Name	Policy or Procedure Established	Date of Last Review	Brief Description of Changes and Motivating Factors since August 2023 or Indicate “No Changes”
V-2.00 – Policy on Student Athletics	January 1990	Fall 2023	No Changes
V-2.10 – Policy on Intercollegiate Athletics	April 1991	Spring 2024	No Changes
V-2.20 – Policy on Academic Achievement in Intercollegiate Athletics	October 2014	Spring 2024	No Changes

Finally, per Section 15-128 of the Jordan McNair Act, “An athletic program should adopt and implement: 1) guidelines to prevent, assess, and treat serious sports-related conditions, including: brain injury; heat illness; and rhabdomyolysis (rhabdo); 2) exercise and supervision guidelines for any student athlete who participates in an athletic program and is identified with potential life-threatening health conditions, including sickle cell trait, and asthma; and 3) return-to-play protocols for athletes who experience injury or illness during practice or play.

Our examination of the institutional policies noted above indicates that all institutions have protocols and guidelines relating to these conditions and illnesses.

The USM Board of Regents Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare and associated USM Office staff will continue to work with our institutional partners to ensure the health, safety, and welfare of student-athletes is the top priority.

The Jordan McNair Safe and Fair Play Act

Appendix



UNIVERSITY SYSTEM
of MARYLAND

Board of Regents

**Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare
Charge, Role, and Responsibilities**

Charge:

The Committee on Intercollegiate Athletics and Student-athlete Health and Welfare shall perform all necessary oversight of compliance with Board of Regents policy expectations, consider issues associated with intercollegiate athletics and student-athlete health and welfare concerns, and the need for further or changed Board of Regents policy requirements.

Role and Responsibilities:

The Committee on Intercollegiate Athletics and Student-athlete Health and Welfare shall consider and report or recommend to the Board of Regents on matters concerning expectations and requirements of institutions with intercollegiate athletics programs; minimum standards System-wide for institutions arrangements with student-athletes, including scholarships, student support services, health insurance and Title IX practices and compliance; and new Board of Regents policy changes recommended for full Board of Regents approval. The Committee will also review presidential success in managing institutional intercollegiate athletics in accordance with policy requirements. The Committee on Intercollegiate Athletics and Student-athlete Health and Welfare will also monitor (1) developments in intercollegiate athletics nationally, whether with the NCAA, athletic conferences, Federal legislation, judicial or administrative decisions, rule-making or other forms of national accountability, as well as crises at institutions nationwide that have resulted in harm to students, and (2) assess implications for USM institutions and provide advice, as appropriate.

Members of the Committee on Intercollegiate Athletics and Student-athlete Health and Welfare are appointed annually by the Chairperson of the Board. The Committee shall meet as needed, but no fewer than three times during the fiscal year. The members of the Committee may expect to receive information for review in order to consider, and/or act on any of the following matters:

- A. Information on health and academic support protocols provided to student-athletes.
- B. Information on Title IX compliance.
- C. Information on institution's student-athletes academic progress and graduation success.
- D. Institution submitted reports documenting athletic program status or performance relative to student-athlete health, safety, and well-being standards or expectations.
- E. Institution submitted reports documenting athletic program status or performance relative to academic, financial or other standards as required by the NCAA, athletic conferences or other organized bodies that may impose sanctions or influence the ICA program's resources or operations.
- F. Financial status, commitments and obligations, results of operations and financial projections for the coming five-year period.
- G. Information on significant emerging intercollegiate issues nationwide and their impact on the institution's ICA program.

The Committee shall prepare and provide its annual APR and financial reports to the full Board. The Committee shall also share the appropriate reports, respectively, with the committees on **Education Policy & Student Life and Finance** for information purposes.

TOPIC: *Introduction to Student-Athlete Life* – A Presentation by Riley Donahue, Student-Athlete from University of Maryland, Baltimore County (Information)

COMMITTEE: Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

DATE OF COMMITTEE MEETING: November 6, 2024

SUMMARY: Riley Donahue is a UMBC women’s basketball player from Atlanta, Georgia. She spent her freshman and sophomore years at Auburn University in Alabama, before transferring to UMBC in 2022. As a graduate student pursuing her Master’s in Public Policy, Riley is a leader on and off the court, she is president of the UMBC Student-Athlete Advisory Committee (SAAC) and chair of the America East SAAC, where she is a representative on both the Mental Health Advisory Group and the Education subcommittee.

ALTERNATIVE(S): This item is presented for information purposes.

FISCAL IMPACT: This item is presented for information purposes.

CHANCELLOR’S RECOMMENDATION: This item is presented for information purposes.

COMMITTEE RECOMMENDATION: RECEIVED FOR INFORMATION

DATE: NOVEMBER 6, 2024

BOARD ACTION:

DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

TOPIC: Mid-Year Athletic Directors' Updates – Rotating – UMBC, SU, UMCP (Information)

COMMITTEE: Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare

DATE OF COMMITTEE MEETING: November 6, 2024

SUMMARY: Each committee meeting, institution athletic directors are invited to provide a mid-year update focused on the unique issues and challenges currently facing their athletic program and discuss nationwide trends, developments, and future potential actions with an impact on their athletic programs.

This meeting we have invited athletic directors to each spend 15-20 minutes discussing their athletic program, including:

- Student health and safety
- Academic performance and progress
- Financial affairs of the program

Athletic directors presenting at this meeting include:

1. Tiffany D. Tucker, University of Maryland, Baltimore County
2. Monica Polizzi, Salisbury University
3. Damon Evans, University of Maryland, College Park

ALTERNATIVE(S): This item is presented for information purposes.

FISCAL IMPACT: This item is presented for information purposes.

CHANCELLOR'S RECOMMENDATION: This item is presented for information purposes.

COMMITTEE RECOMMENDATION: RECEIVED FOR INFORMATION DATE: NOVEMBER 6, 2024

BOARD ACTION: DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

Cover Memo - Minutes

TOPIC: Approval of Meeting Minutes from September 16, 2024 and May 22, 2024
Public and Closed Sessions

COMMITTEE: Committee on Governance and Compensation

DATE OF MEETING: October 30, 2024

SUMMARY: The Committee on Governance and Compensation will review and approve meeting minutes from September 16, 2023 and May 22, 2024 Public and Closed sessions.

ALTERNATIVE(S): None.

FISCAL IMPACT: None.

CHANCELLOR'S RECOMMENDATION: This is an information item.

COMMITTEE ACTION: DATE: October 30, 2024

BOARD ACTION: DATE:

SUBMITTED BY: Denise Wilkerson; dwilkerson@usmd.edu; 410-576-5734



USM Board of Regents
Committee on Governance and Compensation
Minutes from Closed Session
May 22, 2024
Zoom

Minutes of the Closed Session

Regent Rauch called the meeting of the Governance and Compensation Committee of the University System of Maryland Board of Regents to order in closed session at 8:39 a.m. on Tuesday, May 22, 2024, via Zoom.

Those in attendance included Regents Rauch, Gooden, McMillen, Smarick, and Wood; Chancellor Perman; Vice Chancellors Herbst, Wrynn, and Masucci; AAG Langrill; Ms. Wilkerson, Ms. Skolnik, and Ms. Roxas. Bowie State University representatives, Ms. Pounds and Mr. Enderle, attended part of the meeting.

- 1. Ratification of the Bowie State University (BSU) MOU with the Maryland Classified Employees Association (MCEA) for Sworn Police Officers.** The Regents voted to recommend ratification of the BSU MOU with MCEA covering Sworn Police Officers. (§3-305(b)(9)). Moved by Regent McMillan; Seconded by Regent Gooden. Unanimously approved.
- 2. Collective Bargaining Update.** The Regents were provided with the status of consolidated negotiations with AFSCME and collective bargaining negotiations at each USM institution. (§3-305(b)(9)).
- 3. Update on a Personnel Matter.** The Regents received an update on a personnel matter involving an individual employee. (§3-305(b)(1)(ii)).
- 4. Review of Certain Contracts and Employment Agreements.** The Regents reviewed personnel contracts from UMBC, UMES, and UMCP subject to review under Policy VII-10.0 (§3-305(b)(1)).
- 5. Annual Review Summary of Chancellor's Senior Staff.** Chancellor Perman provided the Regents with a summary of his annual review of his direct reports. (§3-305(b)(1)(i)).
- 6. Annual Review of USM Presidents.** Chancellor Perman discussed his annual performance review with each USM president and received feedback from the Regents. (§3-305(b)(1)(i)).

7. **FY 25 Presidential Salary Recommendations.** The Regents voted to recommend merit adjustments for USM Presidents (§3-305(b)(1)(i)). Moved by Regent Gooden; Seconded by Regent Wood; unanimously approved.
8. **Annual Review of the Chancellor.** Chair Gooden discussed the annual performance review of the Chancellor with the Regents. (§3-305(b)(1)(i)).
9. **FY 25 Chancellor's Compensation.** The Regents voted to recommend a merit adjustment for the Chancellor. (§3-305(b)(1)(i)). Moved by Regent Rauch; Seconded by Regent Wood; unanimously approved.

The meeting adjourned at 11:32 a.m.



USM Board of Regents
Committee on Governance and Compensation
Minutes from Public Session
May 22, 2024
Zoom

Minutes of the Public Session

Regent Rauch called the meeting of the Governance and Compensation Committee of the University System of Maryland Board of Regents to order in public session at 8:30 a.m. on Tuesday, May 22, 2024, via Zoom.

Those in attendance included Regents Rauch, Gooden, McMillen, Smarick, and Wood; Chancellor Perman; Vice Chancellors Herbst, Wrynn, and Masucci; AAG Langrill; Ms. Wilkerson, Ms. Skolnik, and Ms. Roxas.

Regent Rauch noted that this meeting was his last as chair of the committee as his second term on the Board comes to an end and that it was an honor and privilege to serve. Board Chair Gooden thanked Regent Rauch for his service.

- 1. Convene to Closed Session.** Regent Rauch read the closing statement on matters exempted from the Open Meetings Act, under the General Provisions Article, §3-305(b). (Moved by Regent McMillan, seconded by Regent Gooden; unanimously approved).

The public session meeting adjourned at 8:38 a.m.

MINUTES PUBLIC Gov and Comp September 16 2024



USM Board of Regents
Committee on Governance and Compensation
Minutes from Public Session
September 16, 2024
Zoom

Minutes of the Public Session

Regent Leggett called the meeting of the Governance and Compensation Committee of the University System of Maryland Board of Regents to order in public session at 10:00 a.m. on Monday September 16, 2024 via Zoom.

Those in attendance included Regents Leggett, Gooden, Lewis, McMillen, Hur, Wood, Smarick; Chancellor Perman; Senior Vice Chancellor Herbst; Vice Chancellors Sandler and Lawrence; AAGs Langrill and Bainbridge; and Ms. Wilkerson., Ms. Perry, Ms. Roxas, and Mr. Samuel.

1. **Review of Committee Charge.** The Regents reviewed and approved the committee charge. (Moved by Regent Leggett, seconded by Regent Hur; unanimously approved).
2. **Review of Committee Workplan.** The Regents reviewed the committee workplan for FY 24-25.
3. **Review of Regent Matrix.** The Regents reviewed the regent matrix which depicts the membership composition of the USM Board of Regents.
4. **Convene to Closed Session.** Regent Leggett read the closing statement on matters exempted from the Open Meetings Act, under the General Provisions Article, §3-305(b). (Moved by Regent McMillen, seconded by Regent Hur; unanimously approved).

The public session meeting adjourned at 10:21 a.m.



USM Board of Regents
Committee on Governance and Compensation
Minutes from Closed Session
September 16, 2024
Zoom

Minutes of the Closed Session

Regent Leggett called the meeting of the Governance and Compensation Committee of the University System of Maryland Board of Regents to order in closed session at 10:21 a.m. on Monday September 16, 2024 via Zoom.

Those in attendance included Regents Leggett, Gooden, Lewis, McMillen, Hur, Wood, Smarick; Chancellor Perman; Senior Vice Chancellor Herbst; Vice Chancellors Sandler and Lawrence; AAGs Langrill and Bainbridge; and Ms. Wilkerson. Ms. Perry, Ms. Roxas, and Mr. Samuel.

- 1. Collective Bargaining Update** The Regents were provided with the status of collective bargaining negotiations at each USM institution. (§3-305(b)(9)).
- 2. Lessons Learned from AFSCME Negotiations** The Regents were provided with an overview of lessons learned from negotiations at each USM institution. (§3-305(b)(9)).
- 3. MOU Briefing – Salisbury University** The Regents were provided with a MOU briefing regarding negotiations with SU. (§3-305(b)(9)).
- 4. Update on a Personnel Matter** The Regents were provided with an update on a personnel matter. (§3-305(b)(1)).
- 5. Review of Certain Contracts and Employment Agreements.** The Regents reviewed personnel contracts from UMES, FSU, UMCP, UMBC, and TU, subject to review under Policy VII-10.0 (§3-305(b)(1)).

The meeting adjourned at 11:46 a.m.

TOPIC: Approval of Committee Charges

COMMITTEE: Committee on Governance and Compensation

DATE OF MEETING: October 30, 2024

SUMMARY: The Committee on Governance and Compensation will review and approve committee charges for the 2024-2025 year.

ALTERNATIVE(S): None.

FISCAL IMPACT: None.

CHANCELLOR'S RECOMMENDATION: This is an information item.

COMMITTEE ACTION: DATE: October 30, 2024

BOARD ACTION: DATE:

SUBMITTED BY: Denise Wilkerson; dwilkerson@usmd.edu; 410-576-5734

EPSLS Charge



UNIVERSITY SYSTEM
of MARYLAND

**Board of Regents
Committee on Education Policy and Student Life and Safety
Charge, Role, and Responsibilities**

Charge:

The Committee on Education Policy and Student Life and Safety shall perform all necessary business and provide guidance to the Board of Regents on issues that pertain to academic affairs and student affairs functions at the institutions within the University System of Maryland.

Role and Responsibilities:

The Committee on Education Policy and Student Life and Safety shall consider and report or recommend to the Board of Regents on matters concerning academic and student affairs-related policies and programs for all institutions and major units including, but not limited to, all issues relating to academic programs such as curriculum development, adequacy of instructional facilities and specialized centers and institutes, and institutional support for student academic services; matters and policies relating to faculty; student enrollment, recruitment, retention, transfer, and articulation; financial aid; campus safety and security; student health and wellness; student government; and student organizations; and the overall intellectual, social, and emotional climate of the university.

Members of the Committee on Education Policy and Student Life and Safety are appointed annually by the Chairperson of the Board. The Committee holds at least five regularly scheduled meetings during the fiscal year. The members of the Committee may expect to receive information for review in order to consider and report or recommend to the Board of Regents on any of the following matters:

- A. Institutional mission statements and goals
- B. Establishment and disestablishment of schools and colleges
- C. Proposals for new academic programs
- D. Review of existing academic programs and enrollments within those programs
- E. P-20 partnerships and initiatives
- F. Academic transformation and innovation
- G. Academic integrity
- H. Libraries
- I. Civic education and civic engagement
- J. Student life and student services
- K. Diversity, equity, inclusion, and accessibility
- L. Global engagement
- M. Student enrollment, recruitment, and retention
- N. Transfer and articulation
- O. Access and affordability
- P. Student health and wellness
- Q. Campus safety and security

- R. Title IX and sexual misconduct
- S. Faculty life and faculty conduct
- T. Faculty policies and procedures including, but not limited to, appointments in rank and promotion to tenure
- U. Faculty workload
- V. Faculty awards nominations
- W. Student awards and scholarships
- X. Honorary degree nominations
- Y. Extramural funding
- Z. Relevant issues, reports, or requests as brought to the USM by the Maryland Higher Education Commission and other state agencies
- AA. Additional pertinent issues as raised by the student, staff, and faculty advisory councils; university administrators; USM officials; and regents

The Committee on Education Policy and Student Life and Safety may receive, for information purposes from the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare, reports on academic issues (including but not limited to Academic Progress Rate and mid-year academic indicators) for and the health and wellness of student athletes and/or athletics teams.



**UNIVERSITY SYSTEM
of MARYLAND**

**Board of Regents
Committee on Finance
Charge, Role, and Responsibilities**

September 16, 2024

Charge:

The Committee on Finance shall perform all necessary business and provide guidance to the Board to help ensure the long-term financial health and development of the University System, informed by strong fiscal and administrative policies.

Role and Responsibilities:

The Committee on Finance shall consider and report or recommend to the Board of Regents on matters concerning financial affairs; capital and operating budgets; facilities; student enrollment; investments; real property transactions; business entities; procurement contracts; human resources; tuition, fees, room and board charges; and the overall long-range financial planning for the University System.

Members of the Committee on Finance are appointed annually by the Chairperson of the Board. There shall be at least one member with financial expertise and experience. The Committee shall meet as needed, but no fewer than four times during the fiscal year. The members of the Committee may expect to receive information for review in order to consider, and/or act on any of the following matters:

- A. Establishment of the University System's five-year Capital Improvement Program (CIP) request prior to its submission to the Governor. The CIP is comprised of a prioritized list of academic projects (e.g., instruction, research), for which State bond or cash funding is requested.
- B. Establishment of the University System's five-year System Funded Construction Program (SFCP) prior to its implementation. The SFCP incorporates prioritized requests from institutions for auxiliary and self-support projects (e.g., residence halls, parking facilities).
- C. Authorization to issue debt to fund the capital program through the use of academic and auxiliary revenue bonds.
- D. Off-cycle construction or renovation projects that exceed expenditure thresholds established in Board policy and procedures.
- E. Facilities Master Plans are high level, strategic land-use, and physical development plans, which help direct campus construction and improvements 10-20 years into the future. They also guide campus priorities for the annual capital budget request. Typically, a campus president will give a presentation where they describe the institution's goals on a wide range of topics related to physical renewal and expansion, including: building location decisions, renovation and replacement options, utility expansion, real property acquisition, environmental concerns, and campus and community interaction.

- F. Capital projects status report which outlines the progress of all major design and construction projects underway System-wide. Data fields include, but are not limited to, overall cost, schedule, funding sources and prior approvals, as well as the name of the project architect and primary contractor.
- G. Aggregated energy and power purchase agreements; periodic reviews of progress by the System and individual institutions toward State sustainability goals pertaining to reduction of energy and greenhouse gas emissions.
- H. Acquisition and disposition of real property.
- I. Establishment of annual operating budget including state appropriation request to the Governor.
- J. Establishment of, or changes to tuition, mandatory student fees, and residential room and board rates.
- K. Student enrollment 10-year projection.
- L. Fall student enrollment attainment for each institution.
- M. The Finance Committee shall receive for information purposes, from the Committee on Intercollegiate Athletics and Student-Athlete Health and Welfare, the annual report of the finances of intercollegiate athletics for those institutions with athletics programs.
- N. Review on a regular basis certain of the System's material financial matters, including the annual audited financial statements, balance sheet management and debt strategy, review and endorsement of endowment spending rule.
- O. Reports and recommendations from the investment advisor(s) and investment manager(s) regarding the investment of the Common Trust Fund and asset performance.
- P. Establishment of business entities, public/private partnerships, and the initiatives covered under the Board's HIEDA policy.
- Q. Review dashboard metrics and monitor outcomes for organizational improvement and excellence.
- R. Establishment of, or changes to existing fiscal and administrative policies.
- S. Human resources policies for all staff employees including but not limited to recruitment, retention, administration of benefits and leave, compensation and classification, layoff, separation, and grievances. This Committee shall also consider and recommend any changes to the exempt and nonexempt staff salary structures.
- T. Consider and recommend institutional requests for Voluntary Separation Incentive Plans.
- U. Awarding of contracts and entering into cooperative agreements as specified in VIII-3.0 USM Procurement Policies and Procedures. This Committee shall approve all contracts that exceed \$5 million except contracts for capital projects, sponsored research, and real property.
- V. Pursuant to Section 13-306 of the Education Article, the annual contract, and any amendments thereto, between University of Maryland, Baltimore (UMB) and University of Maryland Medical System Corporation which states all financial obligations, exchanges of services, and any other agreed relationships between them for the ensuing fiscal year concerning the University of Maryland Medical Center. Section 13-306 requires that the annual contract be submitted to the Board of Regents, upon recommendation of the UMB president, for consideration, any modification, and approval.

W. Continue as stewards of the USM Effectiveness and Efficiency efforts including:

- Supporting USM's strategic priorities of excellence, access and affordability, innovation, increased economic impact, and responsible fiscal stewardship.
- Emphasizing collaboration and inter-institutional activities.
- Fostering innovation and entrepreneurship to promote cultural changes and new operating models.
- Promoting the optimal use of technology in support of systemwide and campus operations.
- Reviewing and discussing periodic reporting on initiatives that promote effectiveness and efficiencies in the USM operating model, increase quality, serve more students, and optimize USM resources to reduce pressure on tuition, yield savings and cost avoidance.



UNIVERSITY SYSTEM
of MARYLAND

Board of Regents
Committee on Research and Economic Development
October 29, 2024

Charge:

The Committee on Research and Economic Development shall provide strategic leadership for the USM's research, economic development, technology commercialization, innovation, and entrepreneurial initiatives, programs, and policies.

Role and Responsibilities:

The Committee on Research and Economic Development shall consider and report or recommend to the Board of Regents on matters concerning economic development and technology commercialization, innovation and entrepreneurial initiatives, and research, including translational research and technology transfer.

Members of the Committee on Research and Economic Development are appointed annually by the Chairperson of the Board. The Committee shall meet as needed, but no fewer than four times during the fiscal year.

Created in July 2011 in recognition of the increasing importance of translational research, entrepreneurship and innovation, and the supply of skilled workers in STEM fields for the State of Maryland, the Committee, working with the Vice Chancellor for Research and Economic Development, may expect to receive information for review in order to consider, and/or act on any of the following matters:

- A. Aligning resources with market demand
- B. Leveraging USM resources through collaborations
- C. Enhancing partnerships with industry, state, and federal entities
- D. Strengthening the USM Research and Innovation ecosystem, including engaging with research funding and commercialization partners, enhancing research administration and compliance infrastructure, and fostering excellence in scholarship, research, creative, and innovation
- E. Strengthening the USM entrepreneurial ecosystem, including engaging the investment community and enhance access to capital for USM affiliated startups and innovators



**UNIVERSITY SYSTEM
of MARYLAND**

**Board of Regents
Committee on Governance and Compensation**

PURPOSE

To assist the Board of Regents in fulfilling its responsibilities for the oversight of leadership of the University System of Maryland, specifically pertaining to optimal performance of the Board and personnel matters.

RESPONSIBILITIES

The Governance and Compensation Committee regularly meets six times annually and, with the approval of the BOR, is granted the authority to ensure that the Board operates according good governance principles and realizes its full potential as high performing Board. The committee is charged with reviewing matters pertaining to the organization and leadership structure of the University System of Maryland, its constituent institutions and centers and the System Office, other personnel matters such as collective bargaining agreements, compensation for individuals under BOR Policy VII-10.0 and matters pertaining to the optimal operation of the BOR.

- A. Leads the Board in evaluating its performance, including developing guidelines for Board evaluations, administering biannual Board self-assessments, coordinating periodic comprehensive reviews of the Board, and assessment of Board committees.
- B. Reviews Board Bylaws as needed and recommends changes for Board approval.
- C. Reviews the program for new Regent orientation and ongoing Board development to ensure that Regents receive appropriate education and training, including Regent Mentor program and Regent Liaison Program.
- D. Reviews and monitors compliance related to Board composition and Regent attendance.
- E. Certifies the annual review of committee charters.
- F. Defines and implements USM's philosophy for executive compensation, including
 - Periodic benchmarking and aging of peer compensation data;
 - Conducting a comprehensive review of peer data every 3 – 5 years;
 - Utilizing data to inform compensation for new presidents and chancellors; and
 - Monitor trends in compensation and maintain compensation tally sheets.
- G. Develops and implements a framework for goal setting and annual and comprehensive executive performance review, including
 - Establishing/reviewing guidelines for comprehensive performance reviews of the USM Presidents and Chancellor
 - Approving annual goals for the Chancellor and USM Presidents,

- Reviewing annual performance assessments of the USM Presidents and Vice Chancellors,
 - Conducting an annual review of the Chancellor,
 - Conduct a comprehensive review of the Presidents every 3 – 5 years and review feedback,
 - Under special circumstances, request additional performance reviews of the Chancellor and USM presidents, as appropriate
- H. Recommends to the Board appointments and compensation for an Acting or Interim Chancellor or, on the recommendation of the Chancellor, Acting or Interim Presidents in the event of vacancies.
- I. Monitors trends and opportunities for succession planning and leadership development
- J. Maintains guidelines for Chancellor and Presidents Searches.
- K. Maintains an annual calendar for the Governance and Compensation Committee
- L. Maintains a schedule for USM policy review.
- M. Reviews for information purposes contracts and appointment letters of certain personnel entered into by the USM and its institutions in accordance with Board of Regents Policy VII-10.0 Policy on Board of Regents Review of Certain Contracts and Employment Agreements.
- N. Develops the parameters for compensation and terms of appointment for President and Chancellor hires for recommendation to the Board, to permit the Board to delegate negotiation of an appointment letter to the Chancellor or, in the case of a Chancellor's hire, the Board Chair.
- O. Reviews and recommends for board approval, as appropriate, collective bargaining agreements and related reporting on collective bargaining activity in the USM.

TOPIC: Review of Policy Library Matrix

COMMITTEE: Committee on Governance and Compensation

DATE OF MEETING: October 30, 2024

SUMMARY: The Committee on Governance and Compensation will review a matrix of current Board of Regents policies.

ALTERNATIVE(S): This is an information item.

FISCAL IMPACT: None.

CHANCELLOR'S RECOMMENDATION: This is an information item.

COMMITTEE ACTION: DATE: October 30, 2024

BOARD ACTION: DATE:

SUBMITTED BY: Denise Wilkerson; dwickerson@usmd.edu; 410-576-5734

DRAFT USM Policy Library Review - Oct 2024 - for Nasdaq

SUMMARY:

The USM BOR has bylaws and policies that provide guidance for BOR, USMO staff and institutional operations. The bylaws address overall operations of the BOR including the charges for each standing committee. The policies provide broad policy guidance to the USMO staff and the USM institutions and also cover technical and operational requirements. USMO staff has begun a comprehensive review of all of the policies to make sure they are up-to-date and reflect current operational requirements.

There is a total of 238 BOR policies in 10 sections:

- SECTION I. System-wide Councils and Institutional Boards
- SECTION II. Faculty
- SECTION III. Academic Affairs
- SECTION IV. Research
- SECTION V. Student Affairs
- SECTION VI. General Administration
- SECTION VII. Personnel/Human Resources
- SECTION VIII. Fiscal and Business Affairs
- SECTION IX. External Relations
- SECTION X. Information Technology

Committee Abbreviations:

- Advancement (ADV)
- Audit (AUD)
- Research and Economic Development (R & ED)
- Education Policy & Student Life (EPSLS)
- Finance (FIN)
- Intercollegiate Athletics (ICA)
- Committee of the Whole (WHOLE)

SECTION I: SYSTEMWIDE COUNCILS AND INSTITUTIONAL BOARDS						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Reviewed	Notes
I-1.00	Policy on Council Of University System Presidents	WHOLE		12.15.2017	12.15.2017	
I-2.00	Policy on Constitution For The Faculty Council Of The University Of Maryland System	EPSLS		06.14.2024	06.14.2024	
I-3.00	Policy on University System Student Council	EPSLS		06.21.2019	06.21.2019	
I-3.01	Policy on Constitution Of The University System Student Council	EPSLS		04.19.2019	04.19.2019	
I-3.50	Policy on Constitution For The Council Of University System Staff	WHOLE		02.8.2005	02.08.2005	
I-4.00	Policy On USM and Institutional Boards and Commissions	WHOLE		06.21.2019	06.21.2019	
I-6.00	Policy on Shared Governance In The University System Of Maryland	WHOLE	EPSLS	08.25.2000	08.25.2000	
I-7.00	Policy on Public Ethics Of Members Of The Board Of Regents	WHOLE	OAG	04.12.2023	04.12.2023	
I-7.01	Policy On The Role Of The University System Of Maryland As A Public Corporations	R & ED	FIN	12.02.2011	12.15.2022	

SECTION II: FACULTY						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Reviewed	Notes
II-1.00	University System Policy on Appointment, Rank, and Tenure of Faculty	EPSLS	R & ED	06.14.2024	06.14.2024	
II-1.02	Policy on Faculty Academic Credentials	EPSLS		12.12.2014	12.12.2014	
II-1.03	Policy on Concurrent Faculty and Administrative Appointments	EPSLS		07.07.2000	07.07.2000	
II-1.04	Policy on Procedures for Appeals to the University System of Maryland (USM) Board of Regents of Decisions to Terminate Tenured or Tenure-Track	EPSLS		12.12.2014	12.12.2014	
II-1.05	Policy on The Employment Of Full-Time, Non- Tenure Track Instructional Faculty In The University System Of Maryland	EPSLS		07.01.2007	07.01.2007	
II-1.06	Policy on The Employment Of Part-Time, Non- Tenure Track Instructional Faculty In The University System Of Maryland	EPSLS		12.03.2010	12.03.2010	
II-1.07	Policy On The Employment Of Adjunct Faculty In The University System Of Maryland	EPSLS		06.22.2012	06.22.2012	
II-1.10	Policy on Part-Time Tenure-Track and Part-Time Tenured Faculty	EPSLS		04.26.1990	04.26.1990	
II-1.11	Policy on Part-Time Faculty Members Engaged Exclusively or Primarily in Library Services	EPSLS		04.07.2000	04.07.2000	
II-1.19	Policy on the Comprehensive Review of Tenured Faculty	EPSLS		07.12.1996	07.12.1996	
II-1.20	Policy on Evaluation of Performance of Faculty	EPSLS		10.22.1991	10.22.1991	
II-1.21	Policy on Compensation for Faculty	EPSLS		12.12.2014	12.12.2014	
II-1.22	Policy on Faculty Appointment Letters or Contracts	EPSLS		07.07.2000	07.07.2000	
II-1.25	Policy on Faculty Workload and Responsibilities	EPSLS		06.21.2019	06.21.2019	
II-1.30	Policy on the Regents Professorship	EPSLS		02.28.1992	02.28.1992	
II-2.00	Policy on Sabbatical Leave for Faculty	EPSLS	R & ED	04.13.2012	04.13.2012	
II-2.01	Policy on Professional And/Or Research Leave For Faculty Members Engaged Exclusively Or Primarily In Library Services	EPSLS		04.07.2000	04.07.2000	
II-2.10	Policy on Terminal Leave for Faculty	EPSLS		06.27.2014	06.27.2014	
II-2.20	Policy on Leave Without Pay for Faculty	EPSLS		11.30.1989	11.30.1989	
II-2.25	Policy on Parental Leave and Other Family Supports for Faculty	FIN		06.21.2019	06.21.2019	
II-2.30	Policy on Sick and Safe Leave for Faculty Members	FIN		09.16.2022	09.16.2022	
II-2.31	Policy on Family and Medical Leave for Faculty	FIN		04.20.2018	04.20.2018	
II-2.32	Policy on Accident Leave for Faculty	EPSLS		06.21.2013	06.21.2013	
II-2.40	Policy on Annual Leave for Faculty	FIN		06.16.2017	06.16.2017	
II-2.50	Policy on Jury Service for Faculty Member	EPSLS		05.07.1993	05.07.1993	
II-3.00	Policy on the Role of the Faculty in the Development of Academic Policy	EPSLS		11.30.1989	11.30.1989	
II-3.10	Policy on Professional Commitment of Faculty	EPSLS	R & ED	06.27.2003	06.27.2003	
II-3.20	Policy on Teaching Outside the Home Institution by Full-Time Faculty	EPSLS		11.30.1989	11.30.1989	
II-4.00	Policy on Faculty Grievance	EPSLS		11.30.1989	11.30.1989	
II-8.00	Policy on Faculty Retrenchment	EPSLS		11.29.1990	11.29.1990	

SECTION III: ACADEMIC AFFAIRS						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Revised	Notes
III-1.00	Policy on Faculty, Student and Institutional Rights and Responsibilities for Academic Integrity	EPSLS		12.16.2022	12.16.2022	
III-1.10	Policy on Misconduct in Scholarly Work	EPSLS		12.12.2014	12.14.2014	
III-1.11	Policy on Conflicts of Interest in Research and Development	EPSLS	R & ED	06.16.2017	06.16.2017	
III-1.20	Policy for Review of Alleged Arbitrary and Capricious Grading	EPSLS		01.11.1990	01.11.1990	
III-1.30	Policy on Academic Clemency	EPSLS		02.22.1990	02.22.1990	
III-1.41	Policy on Credit by Examination and Portfolio Assessment	EPSLS		09.19.2014	09.19.2014	
III-2.00	Policy on Continuing Education	EPSLS		11.30.1989	11.30.1989	
III-2.10	Policy on Summer and Special Sessions	EPSLS		01.11.1990	01.11.1990	
III-2.20	Policy on Combined Bachelor's/Master's Programs	EPSLS		01.11.1990	01.11.1990	
III-2.30	Policy on Eligibility to Register	EPSLS		02.22.1990	02.22.1990	
III-2.40	Policy on Undergraduate Student Concurrent Inter-Institutional Registration	EPSLS		12.12.2014	12.12.2014	
III-2.41	Policy on Graduate Student Inter-Institutional Registration	EPSLS		12.12.2014	12.12.2014	
III-2.50	Policy on Academic Advising	EPSLS		06.21.1990	06.21.1990	
III-3.00	Policy on Awarding of Honorary Degrees	EPSLS		06.21.2019	06.21.2019	
III-4.00	Policy on Undergraduate Admissions	EPSLS		06.17.2022	06.17.2022	
III-4.10	Policy on Enrollment	FIN	EPSLS	12.12.2014	12.12.2014	Policy reflects current practice and reporting standards, continuing to be relevant for managing enrollment. Periodic review is advised to ensure consistency with systemwide strategic goals.
III-5.00	Policy on Academic Calendar	EPSLS		04.06.2001	04.06.2001	
III-5.10	Policy Concerning the Scheduling of Academic Assignments on Dates of Religious Observance; Campus Space For Faith-Based Or Religious Practices	EPSLS		12.15.2023	12.15.2023	
III-6.00	Policy on Academic Transcripts	EPSLS		12.15.2023	12.15.2023	
III-6.10	Policy for the Numbering of Academic Courses	EPSLS		12.12.2014	12.12.2014	
III-6.20	Policy on Grading Symbol Identification	EPSLS		01.11.1990	01.11.1990	
III-6.30	Policy on Confidentiality and Disclosure of Student Records	EPSLS		01.11.1990	01.11.1990	Notably, this policy is based on a 1990s framework, and significant changes have occurred in privacy laws. It would benefit from a review and update. Recommend a joint effort from Student Affairs, IR/Data Analytics, and OIT.
III-6.40	Policy on Classification of Undergraduate Students	EPSLS		04.26.1990	04.26.1990	
III-7.00	Policy on Curricular and Degree Requirements	EPSLS		04.26.1990	04.26.1990	
III-7.01	Policy on the Review and Approval of New Academic Programs That Do Not Require New Resources	EPSLS		04.07.2000	04.07.2000	
III-7.02	Policy on the Review and Abolition of Existing Academic Programs	EPSLS		10.27.2000	10.27.2000	
III-7.03	Policy on the Resolution Regarding Action by the Board of Regents to Delegate to the Chancellor of The University	EPSLS		06.18.2003	06.18.2003	
III-7.04	Policy on the Resolution Regarding Action By The Board of Regents to Delegate to the Chancellor of The University	EPSLS		06.18.2003	06.18.2003	
III-7.05	Policy on the Creation/Development By University System of Maryland Institutions of Schools or Colleges	EPSLS		02.10.2006	02.10.2006	
III-7.10	Policy on Graduate Education	EPSLS		06.21.1990	06.21.1990	
III-7.11	Policy on Graduate Assistantships	EPSLS		06.22.2012	06.22.2012	
III-7.20	Policy on Undergraduate General Education Transferability Between UMS Institutions	EPSLS		12.12.2014	12.12.2014	
III-7.30	Policy On The Award Of Posthumous Degrees	EPSLS		06.19.2015	06.19.2015	
III-8.00	Policy on The Admission Of First-Time Freshmen In The Spring Admits Semester	EPSLS		02.18.2005	02.18.2005	
III-8.01	Policy on Alternative Means Of Earning Academic Degree Credit	EPSLS		02.18.2005	02.18.2005	
III-8.02	Policy on Standard Credit Requirements For Baccalaureate Degree Programs	EPSLS		02.18.2005	02.18.2005	
III-9.00	Policy on Guidelines On Non-USM Institutions Offering Programs at USM Regional Centers	EPSLS		06.22.2005	06.22.2005	
III-10.00	Policy on Textbook Affordability Measures	EPSLS		02.13.2009	02.13.2009	

SECTION IV: RESEARCH						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Reviewed	Notes
IV-1.00	Policy for the Establishment and Review of Centers and Institutes in the University of Maryland System	EPSLS	R & ED	12.12.2014	12.12.2014	
IV-2.00	Policy on Solicitation and Acceptance of Sponsored Projects	R & ED	EPSLS	02.21.2003	02.21.2003	
IV-2.10	Policy on Human Subjects of Research	WHOLE	EPSLS/R & ED	04.12.2013	04.12.2013	Based on a review of the most recent 2013 BOR action, the policy may fall under the EPSLS Committee. In 2008, the policy was presented via the Committee of the Whole. Recommend the Committee of the Whole in consultation with the OAG.
IV-2.20	Policy on Classified and Proprietary Work	R & ED	EPSLS/ R & ED	06.16.2017	06.16.2017	Based on a review of the most recent 2013 BOR action, the policy may fall under the EPSLS Committee. In 2008, the policy was presented via the Committee of the Whole. Recommend the Committee of the Whole in consultation with the OAG.
IV-3.00	Policy on Patents	R & ED	EPSLS	12.12.2014	12.12.2014	
IV-3.10	Policy on Copyrights	R & ED	EPSLS	02.08.2002	02.08.2002	
IV-3.20	Policy on Intellectual Property	R & ED	EPSLS	06.21.2019	06.21.2019	

SECTION V: STUDENT AFFAIRS						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Updated	Last Reviewed	Notes
V-1.00	Policy on Student Affairs	EPSLS		01.11.1990	01.11.1990	This is a policy that I know Zakiya was working on reviewing several years ago. This was going to fold in language from VI-7.00 – Policy on Chaptains. As far as I can tell, it was reviewed by the OAG and went to CC/CUSP in 2017 but hit a standstill in 2020.
V-1.10	Policy on Student Publications	EPSLS		01.11.1990	01.11.1990	
V-1.20	Policy on Student Social Media Privacy	EPSLS		10.09.2015	10.09.2015	
V-1.30	Policy on Substance Use Disorder Recovery Programs	EPSLS		12.15.2017	12.15.2017	
V-2.00	Policy on Student Athletics	ICA	EPSLS	01.11.1990	01.11.1990	The ICA Committee, though relatively new, is charged with overseeing all matters related to intercollegiate athletics. While report-outs are provided to both the EPSLS and Finance Committees, I question whether the designation of EPSLS as a "secondary" committee fully aligns with the Board Chair's guidance during FC meetings, where it was emphasized that the FC's role is limited to receiving financial updates from the ICA Committee. It may be advisable to confirm with the BOR Chair whether a secondary committee designation (one or both) is appropriate. Additionally, Policy V-2.00 & V-2.10 should be considered for consolidation.
V-2.10	Policy on Reports on Intercollegiate Athletics	ICA	EPSLS	06.16.2023	06.16.2023	The ICA Committee, though relatively new, is charged with overseeing all matters related to intercollegiate athletics. While report-outs are provided to both the EPSLS and Finance Committees, I question whether the designation of EPSLS as a "secondary" committee fully aligns with the Board Chair's guidance during FC meetings, where it was emphasized that the FC's role is limited to receiving financial updates from the ICA Committee. It may be advisable to confirm with the BOR Chair whether a secondary committee designation (one or both) is appropriate. Additionally, Policy V-2.00 & V-2.10 should be considered for consolidation.
V-2.20	Policy on Academic Achievement in Intercollegiate Athletics	EPSLS		10.24.2014	10.24.2014	
V-4.00	Policy on Student Employment	EPSLS		01.11.1990	01.11.1990	
V-5.00	Policy on Student Housing	EPSLS		12.12.2014	12.12.2014	
V-6.00	Policy on Community Service	EPSLS		12.10.1991	12.10.1991	
V-7.00	Policy On Students Who Are Called To Active Military Duty During A National Or International Crisis Or Conflict	EPSLS		10.05.2001	10.05.2001	
V-8.00	Policy on Resolution On Event-Related Student Misconduct	EPSLS		02.10.2006	02.10.2006	

SECTION VI: GENERAL ADMINISTRATION						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Reviewed	Notes
VI-1.00	Policy on Non-Discrimination and Equal Opportunity	G&C		11.22.2019	11.22.2019	
VI-1.40	Policy on the Implementation and Monitoring of Recommendations of the Cult Task Force	EPSLS		12.12.2014	12.12.2014	This could probably be phased out, but we'd need to discuss with relevant parties
VI-1.50	Policy on the Reporting of Suspected Child Abuse and Neglect	AUDIT	EPSLS	12.09.2011	12.09.2011	
VI-1.60	Policy on Sexual Discrimination	EPSLS		07.31.2024	07.31.2024	
VI-2.00	Policy on Recommendations to Change the Name or Status of an Institution	EPSLS		01.11.1990	01.11.1990	
VI-3.00	Policy on Advertising	WHOLE	FIN/EPSLS	04.13.2007	04.13.2007	Committee of the Whole (not Finance Committee). Recommend seeking input from Vice Chancellor for Communications for review and potential amendment.
VI-4.00	Policy on the Naming of Facilities and Programs	ADV		11.13.2020	11.13.2020	
VI-4.10	Policy on the Use of the Physical Facilities of the University System for Public Meetings	WHOLE		01.11.1990	01.11.1990	
VI-4.20	Guidelines Regarding the Effect of Donor Funding and Other External Funding on the Prioritization of State-Funded Capital Projects	FIN		12.09.2005	Spring 2024	This policy is reviewed annually
VI-5.00	Policy on Inspection of Public Records	WHOLE		06.19.2015	06.19.2015	
VI-5.10	Policy on Preservation of Items of Historical Interest	WHOLE	EPSLS	10.24.2014	10.24.2014	
VI-6.00	Policy on Requests for Advice of Counsel and Official Opinions from the Attorney General	WHOLE		10.24.2014	10.24.2014	
VI-6.10	Policy on Records Management	WHOLE		12.09.2016	12.09.2016	
VI-6.20	Policy on Out-of-State Work for Employees	FIN		04.29.2022	04.29.2022	
VI-7.00	Policy on Chaplains	WHOLE		01.11.1990	01.11.1990	
VI-8.00	Policy on the Use of Alcoholic Beverages at University System Institutions and Facilities	EPSLS		01.11.1990	01.11.1990	
VI-8.10	Policy On Smoking At USM Institutions	WHOLE	FIN/EPSLS	06.22.2012	06.22.2012	
VI-9.00	Policy on Establishment of Institutional Traffic Regulations	WHOLE		01.11.1990	01.11.1990	
VI-9.10	Policy on Reporting of Campus Crime Statistics	EPSLS		12.12.2014	12.12.2014	
VI-10.00	Policy on the Filing of Institutional Policy Manuals with the Chancellor	WHOLE		10.24.2014	10.24.2014	
VI-12.00	Policy on Emergency Conditions: Cancellation of Classes and Release of Employees	WHOLE	FIN/EPSLS	05.01.1992	Summer 2022	Committee of the Whole; an HR workgroup reviewed the policy 7/2022. SHRC recommended that amendments not go forward at that time.
VI-13.00	Policy on Campus Emergency Planning, Preparedness, and Response	WHOLE		04.21.2017	04.21.2017	

SECTION VII: PERSONNEL/HUMAN RESOURCES						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Reviewed	Notes
VII-1.00	Policy on the Human Resources Management Program	FIN		10.09.2015	10.09.2015	
VII-1.01	Policy on Recruitment and Selection	FIN		10.09.2015	10.09.2015	
VII-1.10	Policy on a Drug and Alcohol-Free Workplace for Employees	FIN		10.09.2015	10.09.2015	
VII-1.15	Policy on Criminal Background Checks for Faculty and Staff Employees	FIN		04.15.2016	04.15.2016	
VII-1.21	Policy on Probation for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Finance Committee has responsibility for this policy. Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-1.22	Policy on Separation for Regular Exempt Employees	FIN		12.20.2019	12.20.2019	
VII-1.23	Policy on Separation of a Nonexempt Staff Employee	FIN		10.09.2015	10.09.2015	
VII-1.24	Policy on Termination with Prejudice	FIN		2.14.2014	2.14.2014	
VII-1.30	Policy on Layoff for Nonexempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-1.32	Policy on Layoff and Recall of Regular Exempt Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-1.40	Policy on Contingent Employment for Nonexempt and Exempt Staff Employees	FIN		06.21.2019	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-2.10	Policy on Employment of Members of the Same Family	FIN		10.09.2015	10.09.2015	
VII-2.20	Policy on Soliciting Personnel During Working Hours	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-2.30	Policy on Employee and Applicant Disclosure of Misconduct For Nonexempt and Exempt Staff Employees And Applicants For USM Staff Positions	FIN		10.09.2015	10.09.2015	
VII-3.00	Policy on Wellness Programs	FIN		10.09.2015	10.09.2015	
VII-3.10	Policy on Employee Development for Nonexempt and Exempt Staff Employees	FIN		06.19.2020	06.19.2020	
VII-4.10	Policy on Tuition Remission And Tuition Reimbursement For Regular And Retired Nonexempt And Exempt Staff And Faculty Employees Of The University System Of Maryland	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Note: Tuition Remission is a mandatory subject of collective bargaining under MD law.
VII-4.20	Policy on Tuition Remission for Spouse and Dependent Children Of USM Employees And Retirees	FIN		09.19.2014	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Note: Tuition Remission is a mandatory subject of collective bargaining under MD law.
VII-4.30	Policy on Salary Advances For USM Employees	FIN		10.09.2015	10.09.2015	
VII-4.60	Policy on Shift Differential For Nonexempt Staff Employees	FIN		10.09.2015	10.09.2015	
VII-4.62	Policy on On-Call and Call-Back for Nonexempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Note: Tuition Remission is a mandatory subject of collective bargaining under MD law.
VII-5.00	Policy on Performance Evaluation of the Chancellor and the Institution Presidents/Center Directors of the University of Maryland System	G&C		10.09.2015	10.09.2015	
VII-5.01	Policy on the Multi-Year Review of USM Presidents	G&C		06.19.2020	06.19.2020	
VII-5.10	Policy on Associates of the Chancellor/President	G&C		11.11.2022	11.11.2022	
VII-5.20	Policy on Performance Management Program	FIN		10.09.2015	10.09.2015	
VII-6.02	Policy on Employee Files for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-6.10	Policy on Work Schedules for Regular Nonexempt and Exempt Staff Employees	FIN		10.09.2015	10.09.2015	
VII-7.00	Policy on Annual Leave for Regular Nonexempt and Exempt Staff Employees	FIN		06.27.2014	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Proposed amendments anticipated to be presented to BOR by 12/2024.
VII-7.10	Policy on Personal Leave for Regular Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Proposed amendments anticipated to be presented to BOR by 12/2024.
VII-7.11	Policy on Leave Reserve Fund for Regular Status Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Will need to be amended to reflect the correct paid parental leave assurance of 12 weeks, per policy VII-7.49.
VII-7.12	Policy on Leave of Absence Without Pay for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-7.20	Policy on Administrative Leave for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-7.21	Policy on Jury Service for Regular Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-7.22	Policy on Leave for Legal Actions for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.

VII-7.23	Policy on Military Leave with Pay for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	(1) Reviewed in FY2024 by HR. (2) Consider whether the BOR should extend Military Leave with Pay from the current 15 days per year to 30 days, aligning with Governor Moore's Time to Serve Act of 2024 (HB580). (3) This policy may require amendment to align with an EPIP under the state's FAMLI program.
VII-7.24	Policy on Call-Up to Active Military Duty During a National or International Crisis or Conflict for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed in FY2024.
VII-7.25	Policy on Leave For Service As Election Judge For Regular Status Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-7.26	Policy on Leave for Disaster Service for Regular Status and Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	(1) Draft amendments are currently being prepared to comply with the Time to Serve Act (HB580), increasing amount of disaster service leave employees may use from 15 days per calendar year to 30 days in any 12-month period. (2) Proposed amendments anticipated to be presented to BOR by 12/2024.
VII-7.30	Policy on Holiday Leave for Regular Nonexempt and Exempt Staff Employees	FIN		04.29.2022	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Proposed amendments anticipated to be presented to BOR by 11/2024.
VII-7.40	Policy on Accident Leave for Nonexempt and Exempt Staff Employees	FIN		10.09.2015	10.09.2015	
VII-7.41	Policy on Modified Duty	FIN		10.09.2015	10.09.2015	
VII-7.45	Policy on Sick Leave for Exempt and Nonexempt Staff Employees	FIN		06.21.2019	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024. Proposed amendments anticipated to be presented to BOR by 11/2024. This policy may require further amendment to align with an EPIP under the state's FAMLI program.
VII-7.46	Policy on Sick and Safe Leave for Certain Eligible Contingent Category I and Other Part-Time, Hourly, or Non-Regular Staff and Student Employees	FIN		06.21.2019	06.21.2019	This policy may need to be amended to align with an EPIP under the state's FAMLI program.
VII-7.49	Policy on Parental Leave and Other Family Supports for Staff	FIN		06.21.2019	06.21.2019	This policy may need to be amended to align with an EPIP under the state's FAMLI program.
VII-7.50	Policy on Family and Medical Leave for Nonexempt and Exempt Staff Employees	FIN		04.20.2018	04.20.2018	This policy may need to be amended to align with an EPIP under the state's FAMLI program.
VII-8.00	Policy On Grievances For Exempt And Nonexempt Staff Employees	FIN		06.21.2019	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-8.05	Policy On Professional Conduct and Workplace Bullying	FIN		06.17.2021	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-9.00	Policy on Vesting of Certain Rights Upon Implementation of Phase I-Nonexempt of the USM Pay Program	FIN		10.09.2015	10.09.2015	
VII-9.01	Policy on Vesting of Certain Rights Upon Implementation of Phase II-Exempt of the USM Pay Program	FIN		10.09.2015	10.09.2015	
VII-9.10	Policy on the Pay Program for Nonexempt Staff Employees	FIN		10.09.2015	10.09.2015	
VII-9.11	Policy on Pay Administration for Exempt Positions	FIN		10.09.2015	10.09.2015	
VII-9.20	Policy on Pay Administration for Regular Nonexempt Staff Employees	FIN		10.09.2015	10.09.2015	
VII-9.31	Policy on Establishment and Assignment of Staff Job Groups and Employment Status Groups	FIN		10.09.2015	10.09.2015	
VII-9.50	Policy on Temporary Assignments and Acting/Interim Appointments for Regular Status Nonexempt and Exempt Staff Employees	FIN		06.19.2020	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-9.51	Policy on Reassignment for Regular Exempt Staff Employees	FIN		10.09.2015	10.09.2015	
VII-9.61	Policy on Reinstatement for Regular Status Nonexempt and Exempt Staff Employees	FIN		10.09.2015	2024	Reviewed during consolidated collective bargaining negotiations; MOU ratified by BOR July 2024.
VII-9.70	Policy on Requesting a Position Classification Review for Nonexempt Staff Positions	FIN		10.09.2015	10.09.2015	
VII-9.80	Policy on Impact of Changes in the Minimum Qualifications of Nonexempt Job Class Specifications	FIN		10.09.2015	10.09.2015	
VII-10.0	Policy on Board of Regents Review of Certain Contracts and Employment Agreements	G&C		06.19.2020	06.19.2020	
VII-11.00	Policy on Standards, Qualifications, and Prerequisites for University of Maryland Police Officers			04.16.2010	04.16.2010	This policy was developed by the Chancellor's COS, as staff to the BOR Workgroup on Campus Safety, Security, and Emergency Preparedness, chaired by Regent McMillen https://www.usmd.edu/BORPortal/Materials/2010/FB/20100416/PSJ.pdf

SECTION VIII: FISCAL AND BUSINESS AFFAIRS						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Reviewed	Notes
VIII-1.00	Resolution Authorizing the Associate Vice Chancellor for Financial Affairs to Approve Changes of Signatures on Bank Accounts	FIN		04.06.2020	04.06.2020	
VIII-1.10	Policy for Capitalization and Inventory Control	FIN		06.19.2014	06.19.2014	Review required to ensure alignment with accounting standards over the next 2-3 years.
VIII-1.20	Policy on Disposal of Surplus Personal Property	FIN		06.21.1990	06.21.1990	Review necessary to confirm compliance with state policy.
VIII-1.21	Policy on Lost or Abandoned Currency or Tangible Personal Property on University System Premises	FIN		07.26.1990	07.26.1990	Review necessary to confirm adherence to state regulations on unclaimed property.
VIII-1.30	Policy on Withdrawal of Funds from Bank Accounts	FIN		12.02.2011	12.02.2011	Review with Controllers to confirm compliance with signature requirements.
VIII-1.40	Forms Management	FIN		10.08.1990	10.08.1990	Flag for deletion as obsolete; policy no longer relevant or applicable
VIII-2.01	Policy on Tuition	FIN	EPSLS	12.15.2023	12.15.2023	Major review underway; amended policy to be presented to BOR 12/2024.
VIII-2.20	Policy on Payment of Tuition and Fees	FIN	EPSLS	03.01.1989	03.01.1989	Financial Affairs to review with Academic Affairs to ensure no updates needed.
VIII-2.30	Policy on Waiver of Tuition and Granting of Other Privileges for Senior Citizens of the State of Maryland	EPSLS	FIN	11.30.1989	11.30.1989	
VIII-2.31	Policy on Tuition Waiver for Certain Members of the Maryland National Guard	EPSLS	FIN	04.09.1999	04.09.1999	
VIII-2.41	Policy on Institutional Financial Aid for Undergraduate Students	EPSLS	FIN	02.10.1995	02.10.1995	Recommend review and potential amendment, involving the Academic Affairs team and IR/Data Analytics Office.
VIII-2.50	Policy on Student Tuition, Fees, and Charges	FIN		06.17.2022	06.17.2022	Recommend review and amendment after approval of VIII-2.01 Policy on Tuition.
VIII-2.60	Policy on Tuition Fellowships for Graduate Students	EPSLS		07.26.1990	07.26.1990	
VIII-2.61	Policy on Off-Campus Programs	EPSLS	FIN	12.12.2014	12.12.2014	
VIII-2.70	Policy on Student Classification for Admission and Tuition Purposes	FIN		06.14.2024	06.14.2024	Academic and Student Affairs staff, in consultation with OAG, review and revise the policy, with amendments processed through the Finance Committee
VIII-2.80	Policy on Waiver of Application Fees	EPSLS		12.12.2014	12.12.2014	
VIII-3.00	USM Procurement Policies and Procedures	FIN		06.14.2024	06.14.2024	Update: Approved 6/14/24. Awaiting BPW approval (8/28/24) prior to posting online.
VIII-3.10	Policy on Approval of Procurement Contracts	FIN		06.14.2024	06.14.2024	
VIII-3.20	Procedures Relating to Review by Attorney General's Office of Contractual Agreements of the University System and Involvement in Financing, Real Estate, and Related Capital Projects	FIN		07.16.1990	Summer 2024	Policy reviewed. It remains consistent with current practices
VIII-3.30	Policy on Use of Commercial Contractors for Employment	FIN		05.01.1992	05.01.1992	Flag for deletion as obsolete; policy no longer relevant or applicable
VIII-4.00	Policy on Acquisition, Disposition, and Leasing of Real Property	FIN		02.22.2019	02.22.2019	
VIII-4.01	Procedures for the Acquisition and Disposition of Real Property	FIN		02.22.2019	02.22.2019	
VIII-4.02	Procedures for Leasing of Real Property	FIN		02.09.2001	02.09.2001	
VIII-5.20	Policy on Voting of Proxies in Investment Securities	FIN		06.21.1990	06.21.1990	Flag for deletion as obsolete; policy no longer relevant or applicable
VIII-5.30	Policy on Endowment Fund Spending Rule	FIN		12.07.2012	Fall 2023	Policy reviewed. No update necessary at this time.
VIII-5.40	Policy on Management of the Endowment Fund	FIN		06.21.1990	Fall 2023	Policy reviewed. No update necessary at this time. 5.40 & 5.50 should be considered for consolidation.
VIII-5.50	Policy on Endowment Funds Investment Objectives	FIN		09.09.2011	Fall 2023	Policy reviewed. Any updates were tabled pending the finalization of the USMF CIO position. 5.40 & 5.50 should be considered for consolidation.
VIII-6.00	Policy on Business Activities	FIN		03.01.1989	03.01.1989	Remains relevant for defining institutional responsibility regarding UBIT.
VIII-7.00	Policy on Financial Management	FIN		06.21.1990	06.21.1990	Establishes requirement for audited financial statements; review for alignment with industry standards.
VIII-7.10	Policy on Reporting Suspected or Known Fiscal Irregularities	AUDIT		06.17.2017	12.15.2022	
VIII-7.11	Policy on the Communication of Suspected Fraud, Unethical and Illegal Business Activity	AUD		04.16.2010	12.15.2022	
VIII-7.20	Policy on External Audits	AUD		04.19.2019	03.27.2019	
VIII-7.30	Policy on Responses to Legislative Audits	AUD		06.22.2018	06.06.2018	
VIII-7.50	USM Internal Audit Office Charter	AUD		04.29.2022	03.28.2022	
VIII-9.00	Policy on the Operating Budget	FIN		07.26.1990	07.26.1990	Policy would benefit from a refresh, with amendments to be made at a future date.
VIII-10.00	Policy on Facilities Master Plans	FIN		09.27.1990	Spring 2024	Policy is reviewed annually. No update necessary

VIII-10.10	Policy on Facilities Renewal for Auxiliary and Non-Auxiliary Capital Assets	FIN		11.11.2022	Spring 2024	Policy is reviewed annually. No update necessary
VIII-10.20	Policy on the Capital Budget of the USM	FIN		02.12.2016	Spring 2024	Policy is reviewed annually. No update necessary
VIII-10.30	Policy on Authority Concerning Certain Public Improvement Projects	FIN		02.04.2000	Spring 2024	Policy is reviewed annually. No update necessary
VIII-10.40	Policy On Community Notification Of Capital Projects	FIN		06.18.2010	Spring 2024	Policy is reviewed annually. No update necessary
VIII-11.00	Policy on University System Travel	FIN		02.28.1992	Fall 2023	Last reviewed in 2023; revisions needed to make the policy more general while ensuring compliance with IRS regulations. Possible consolidation with VIII-11.10 & VIII-16.00.
VIII-11.10	Schedule of Reimbursement Rates	FIN		01.12.2024	01.12.2024	Revisions needed to make the policy more general while ensuring compliance with IRS regulations. Revise with VIII-11.10.
VIII-12.00	Policy on Debt Management	FIN		04.20.2018	04.20.2018	Review currently underway. Amendments to be presented to BOR 12/2024.
VIII-13.00	Policy on Business Entities	FIN		02.17.2023	02.17.2023	
VIII-14.00	Policy on Investments and Loans to Maryland-based Businesses That Are Affiliated with USM Institutions	R & ED		12.09.2016	12.09.2016	
VIII-15.00	Policy on High Impact Economic Development Activities	FIN		09.18.2015	09.18.2015	Finance Committee is responsible for this policy. Policy will be reviewed for potential revisions within the next 12-18 months after study.
VIII-16.00	Policy on Payment of Moving Expenses	FIN		12.11.2015	12.11.2015	Finance Committee is responsible for this policy; possible consolidation with Travel Policy VIII-11.00.
VIII-17.00	Policy on Public-Private Partnerships	FIN		06.16.2017	06.16.2017	
VIII-18.00	Policy on Unrestricted Fund Balances	FIN		04.20.2018	04.20.2018	
VIII-20.00	Policy on Enterprise Risk Management	AUDIT		11.22.2019	11.22.2019	
VIII-21.00	Policy on Crisis Management	AUDIT		11.22.2019	11.22.2019	

SECTION IX: EXTERNAL RELATIONS						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Amended	Last Reviewed	Notes
IX-1.00	Policy of the Board of Regents on Governmental Relations	G&C		02.22.2019	02.22.2019	
IX-2.00	Policy on Affiliated Philanthropic Support Foundations	ADV		02.17.2023	02.17.2023	
IX-2.01	Recognition of Affiliated Foundations	ADV		02.22.2023	02.22.2023	
IX-3.00	Policy on Private Fund Raising and Stewardship	ADV		02.17.2017	02.17.2017	
IX-4.00	Policy on Alumni Associations	ADV		02.16.2024	02.16.2024	
IX-5.00	Policy of the Board of Regents on Ethical Practices in Charitable Giving	ADV		02.17.2017	02.17.2017	
IX-6.00	Policy On Use Of Foundation And Alumni Association Funds To Provide Economic Benefits To USM Employees	ADV	FIN	07.11.2002	07.11.2002	Recommend that Advancement staff review in collaboration with Financial Affairs staff.

SECTION X: INFORMATION TECHNOLOGY						
Policy Number	Policy Name	BOR Committee Primary	BOR Committee Secondary	Last Updated	Last Reviewed	Notes
X-1.00	Policy On USM Institutional Information Technology Policies, Including Functional Compatibility With The State Information Technology Plan	FIN		06.16.2023	06.16.2023	
X-2.00	Policy on Compliance with USM Policies through Technology	WHOLE		10.17.2008	10.17.2008	



UNIVERSITY SYSTEM
of MARYLAND

Board of Regents
Committee on Research and Economic Development
October 29, 2024

Charge:

The Committee on Research and Economic Development shall provide strategic leadership for the USM's research, economic development, technology commercialization, innovation, and entrepreneurial initiatives, programs, and policies.

Role and Responsibilities:

The Committee on Research and Economic Development shall consider and report or recommend to the Board of Regents on matters concerning economic development and technology commercialization, innovation and entrepreneurial initiatives, and research, including translational research and technology transfer.

Members of the Committee on Research and Economic Development are appointed annually by the Chairperson of the Board. The Committee shall meet as needed, but no fewer than four times during the fiscal year.

Created in July 2011 in recognition of the increasing importance of translational research, entrepreneurship and innovation, and the supply of skilled workers in STEM fields for the State of Maryland, the Committee, working with the Vice Chancellor for Research and Economic Development, may expect to receive information for review in order to consider, and/or act on any of the following matters:

- A. Aligning resources with market demand
- B. Leveraging USM resources through collaborations
- C. Enhancing partnerships with industry, state, and federal entities
- D. Strengthening the USM Research and Innovation ecosystem, including engaging with research funding and commercialization partners, enhancing research administration and compliance infrastructure, and fostering excellence in scholarship, research, creative, and innovation
- E. Strengthening the USM entrepreneurial ecosystem, including engaging the investment community and enhance access to capital for USM affiliated startups and innovators



**BOARD OF REGENTS
COMMITTEE ON AUDIT**
Minutes from Open Session
October 23, 2024

Regent Pope called the meeting of the Committee on Audit of the University System of Maryland Board of Regents to order at approximately 10:00 a.m. This meeting was conducted via videoconference.

Regents in attendance included: Mr. Pope (Chair), Mr. Atticks, Ms. Gooden, Mr. Hur, Ms. Lewis, Mr. McMillen and Mr. Wood. Also present were: USM Staff – Chancellor Perman, Mr. Acton, Ms. Ames, Mr. Brown, Mr. Cather, Ms. Clark, Ms. Denson, Mr. Eismeier, Mr. Hayes (phone – open session only), Ms. Herbst, Ms. Lawrence, Dr. Masucci, Mr. Mosca, and Ms. Wilkenson; Office of the Attorney General - Ms. Langrill, Ms. Bainbridge; CliftonLarsonAllen LLP (USM’s Independent Auditor) – Ms. Bowman.

The following agenda items were discussed:

1. Information and Discussion – FY 2025 Audit Committee Work Plan

The Committee reviewed its FY 2025 Work Plan.

2. Information, Discussion and Approval – Review of BOR Policies

The Committee reviewed the following BOR Policies:

- Committee on Audit Charter.
- BOR Bylaws pertaining to the Committee on Audit.
- VIII-7.10 – Policy on Reporting Suspected or Known Fiscal Irregularities.
- VI-1.5 – Policy on Reporting of Suspected Child Abuse and Neglect (the Committee approved recommended modifications).

3. Information and Discussion – FY 2024 System Wide Financials, Balance Sheet and Statement of Changes (affiliated foundations are not included)

USM’s Controller presented FY 2024 draft financial statements, which reflect the preliminary financial position and the results of operations of the University System of Maryland for the year ended June 30, 2024.

4. Information and Discussion – Completed Office of Legislative Audit Activity

USM's Vice Chancellor for Accountability summarized for the Committee, the Office of Legislative Audit (OLA) reports of UMGC, USMO, UMBC, and FSU. Four OLA audits are in various stages of progress throughout the System. The Committee also reviewed a systemwide schedule of OLA report findings.

5. Information & Discussion - Follow up of Action Items from Previous Meetings

The Committee reviewed a status update of action items from prior audit committee meetings.

6. Convene to Closed Session

Mr. Pope read aloud and referenced the Open Meetings Act Subtitle 5, §3-305(b) which permits public bodies to close their meetings to the public in special circumstances. [Moved by Mr. Hur, seconded by Ms. Gooden, unanimously approved.]

The closed session convened at approximately 11:18 a.m.



**BOARD OF REGENTS
COMMITTEE ON AUDIT**
Minutes from Closed Session
October 23, 2024

Mr. Pope read aloud and referenced the Open Meetings Act Subtitle 5, §3-305(b) which permits public bodies to close their meetings to the public in special circumstances.

[Moved by Mr. Hur, seconded by Ms. Gooden; unanimously approved.] The closed session commenced at approximately 11:18 a.m. This meeting was conducted via videoconference.

Regents in attendance included: Mr. Pope (Chair), Mr. Atticks, Ms. Gooden, Mr. Hur, Ms. Lewis, Mr. McMillen, and Mr. Wood. Also present were: USM Staff – Chancellor Perman, Mr. Acton, Mr. Brown, Mr. Cather, Ms. Clark, Ms. Denson, Mr. Eismeier, Ms. Herbst, Ms. Lawrence, Dr. Masucci, Mr. Mosca and Ms. Wilkenson; Office of the Attorney General - Ms. Langrill and Ms. Bainbridge; CliftonLarsonAllen LLP (USM’s Independent Auditor) – Ms. Bowman.

The following agenda items were discussed:

1. Ms. Bainbridge (Chief of the Higher Education Division of OAG) provided an update on USM Legal Matters from OAG. (§3-305(b)(12)).
2. USM’s Chief Information Security Officer/Chief Privacy Officer provided an update on USM’s Cyber Security Environment. (§3-305(b)(10)).
3. USM’s Vice Chancellor for Accountability provided an update on the Office of Legislative Audits’ activity currently in process. (§3-305(b)(13)).
4. USM’s Vice Chancellor for Accountability provided an update of the Calendar Year 2024 Internal Audit Plan. (§3-103(a)(1)(i)).
5. USM’s Vice Chancellor for Accountability discussed reported criminal allegations received by the Office of Internal Audit. (§3-305(b)(12)).
6. The Committee members met separately with the Independent Auditors and the Vice Chancellor for Accountability. (§3-103(a)(1)(i)).

Closed session adjourned at 11:51 a.m.

VI – 1.50 Policy on the Reporting of Suspected Child Abuse and Neglect
(Approved by the Board of Regents on December 9, 2011, Modified November 22, 2024)

I. PURPOSE

The purpose of this policy is to provide guidance to staff, faculty, and students of the University System of Maryland (USM) community regarding the mandatory requirements in Maryland law that govern the reporting of suspected cases of child abuse and child neglect; and to affirm the commitment of the USM to the protection of the safety and welfare of children who come into contact with the USM community.

II. AUTHORITY

The reporting requirements addressed in this policy implement the mandatory child abuse and neglect reporting provisions of the Family Law Article of the Maryland Annotated Code, Sections 5-701 through 5-708, as they apply to the USM.

III. DEFINITIONS

A. “Abuse” means:

1. The physical or mental injury of a child by a parent or other person who has permanent or temporary care or custody of the child, or by any household or family member, under circumstances indicating that the child’s health or welfare is harmed or at substantial risk of being harmed; or
2. Sexual abuse of a child, whether physical injuries are sustained or not, defined as any act that involves sexual molestation or exploitation of a child by a parent or other person who has permanent or temporary care or custody or responsibility for supervision of a child, or by any household or family member.

B. “Child” means any individual under the age of 18 years.

C. “Local department of social services” means the department of social services for the jurisdiction in which:

1. The child resides; or
2. The abuse or neglect occurred, or,
3. If neither location is known, the jurisdiction in which the institution is located.

D. “Mental injury” means the observable, identifiable, and substantial impairment of a child’s mental or psychological ability to function.

- E. "Neglect" means the failure to give proper care and attention to a child, including leaving the child unattended, by a parent or other person who has permanent or temporary care or custody or responsibility for supervision of the child under circumstances indicating:
1. That the child's health or welfare is harmed or placed at substantial risk of harm; or
 2. Mental injury to the child or a substantial risk of mental injury.
- F. "Professional employee" means a person employed by the USM as a:
1. Faculty member;
 2. Administrator;
 3. Coach; or
 4. Other employee who provides academic support, student service, or institutional support activities, whose duties require either a college degree or comparable experience.

IV. REPORTING REQUIREMENTS

A. Reporting Requirements for USM Professional Employees.

A USM health practitioner, police officer, or other professional employee ("the professional employee") of a USM institution, when acting in a professional capacity, who has reason to believe that a child has been abused or neglected, shall report this suspicion as follows:

1. An oral report shall be made as immediately as is practicable, within 48 hours of the event that caused the employee to believe that a child has been subject to abuse or neglect:
 - a. To the local police department or the local department of social services; and
 - b. When acting as a staff member of a USM institution, to the President of the institution, or the person or persons designated by the President to receive such reports ("the President's Designee").
2. A written report shall also be provided to the local department of social services within 48 hours of the event that caused the employee to believe that a child has been subject to abuse or neglect.
 - a. The employee shall provide a copy of the written report to the institution President, or the President's Designee.

- b. The report shall include the following information, to the extent that it is known by the employee:
 - i. The name, age, and home address of the child;
 - ii. The name and home address of the parent or other person responsible for the care of the child;
 - iii. The child's whereabouts;
 - iv. The nature and extent of the suspected abuse or neglect, including any information regarding possible previous instances of abuse or neglect; and
 - v. Any other information that may help to identify the person responsible for the abuse or neglect or determine the cause.
3. A copy of the written report also shall be sent to the local State's Attorney, if abuse is suspected.
4. The above reporting requirements apply regardless of generally accepted confidentiality privileges otherwise applicable to professional-client relationships, except that they may not apply to attorneys or members of the clergy under the specific circumstances described in Family Law Article Section 5-705(a)(2) and (3).

B. Reporting Requirements for All Other Persons.

Members of the USM community other than a USM professional employee acting as a staff member of a USM institution, including other staff, students, and contractors on campus, are also required to report suspected child abuse or neglect as follows:

1. Such individuals shall report orally or in writing to:
 - a. The local department of social services or local law enforcement agency; and
 - b. The President of the institution or the President's Designee, if the suspected child abuse or neglect:
 - i. Took place in institution facilities or on institution property;
 - ii. Was committed by a current or former employee or volunteer of the USM;
 - iii. Occurred in connection with an institution sponsored, recognized or approved program, visit, activity, or camp, regardless of location; or
 - iv. Took place while the victim was a registered student at the institution.
2. The report shall include the information listed in Section IV.A.2 above, to the extent that it is known by the individual making the report.
3. The requirement to report suspected abuse or neglect to the President or the President's designee under section B.1.b, above, is subject to generally accepted confidentiality privileges applicable to professional-client relationships.

C. Questions Regarding the Reporting Requirements.

Questions regarding the applicability of these requirements to a particular individual or situation may be directed to the local department of social services or the President's Designee for the reporting of suspected abuse or neglect.

D. Reporting of Past Abuse or Neglect.

The obligation to report suspected child abuse or neglect applies, even if the individual who may have been the victim of past child abuse or neglect is no longer a child at the time when the past abuse or neglect is disclosed or otherwise suspected.

V. POLICY IMPLICATIONS AND CONSEQUENCES

A. Immunity.

Under State law (Family Law Article Section 5-708), any individual who in good faith makes or participates in making a report under the law shall be immune from any civil liability or criminal prosecution. In addition, any person who in good faith makes or participates in making a report under this policy shall be free from any reprisal at the institution that might otherwise result from compliance with the policy.

B. Failure to Report.

Any employee of the USM who fails to report suspected child abuse or neglect in violation of this policy may be subject to discipline for professional misconduct, up to and including termination of the employee's employment with or appointment to the USM.

C. Confidentiality.

The confidentiality of a report of suspected child abuse or neglect, including the identity of an individual who makes a report under this policy, the individual suspected of abuse or neglect, and the child who may have been abused or neglected, will be protected consistent with relevant federal and state laws.

VI. RESPONSIBILITIES OF THE INSTITUTION

Each institution of the USM shall take the following actions to implement this policy and support compliance with State law requirements:

A. President's Designee.

The President of the institution shall designate the person or persons to receive oral and written reports of suspected child abuse or neglect from employees, students, and others at the institution.

B. Information Dissemination.

Employees, students and other members of the campus community shall be informed through employee or student handbooks, institution websites, and other appropriate means of communication of:

1. The requirements of this policy and relevant state law requirements;
2. Institution policies and procedures for compliance with the policy; and
3. Contact information for the local department of social services, local law enforcement agency, State's Attorney, and the President's Designee for the reporting of suspected child abuse or neglect.

C. Training.

Employees and students who have regular contact with children shall receive periodic training in the requirements of this policy.

D. Cooperation with Other Agencies.

The institution shall cooperate fully and appropriately with any investigation of suspected child abuse or neglect by a local department of social services or law enforcement agency. If the individual suspected of child abuse or neglect is an employee, student, or contractor of the institution, the institution shall coordinate its own investigation or other activities in response to a report with the appropriate local agency.

E. Disciplinary Action.

Each institution shall ensure that its own policies and procedures for addressing alleged employee and contractor misconduct include provisions and measures to respond swiftly and appropriately to reports of suspected child abuse and neglect.

F. Reporting to the Chancellor and Board of Regents.

The President shall inform the Chancellor, and the Chancellor shall inform the full Board of Regents and the appropriate authorities of any serious incident arising at an institution under this policy, consistent with the confidentiality requirements of federal and state law.

VII. IMPLEMENTATION

A copy of this policy shall be provided to all faculty, staff, and students of each USM institution within one week of the Board's approval of the policy. All other requirements of the policy shall be implemented at each institution no later than January 31, 2012.

TOPIC: Proposed Amendments to Policy VIII-2.01—Policy on Tuition

COMMITTEE: Finance Committee

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: Over the past year, the University System of Maryland Office staff undertook a comprehensive review of the Board’s existing Tuition Policy (VIII-2.01). This effort included benchmarking against peer system and institutional policies, with the support of a national consulting firm. Extensive feedback was gathered through consultations with institutional stakeholders and shared governance groups, as well as through a survey designed to identify areas for improvement.

The proposed policy revisions aim to modernize the tuition structure, enhance institutional flexibility, foster innovation, and increase transparency for both students and institutions. A key feature of the revised policy is its streamlined organizational structure, which simplifies the framework while reinforcing the Board’s authority to approve tuition rates. The policy ensures that institutions remain fully accountable to the Board, with ongoing requirements for periodic reporting and updates.

Under the revised policy, institutions are still expected to prioritize Maryland residents when setting tuition rates, ensuring affordability and access for in-state students. At the same time, the policy allows institutions to set tuition rates for out-of-state students and graduate programs that are competitive within the market.

A notable change is the introduction of a "Special Criteria for Differential Rates" section, which formalizes the process for institutions to seek Board approval for tuition rates that deviate from general provisions. This new process replaces the previous approach, where institutions had to request individual exceptions to the policy.

Supporting materials include a comparison grid outlining current and proposed policy changes, a red-lined version showing amendments, and a final clean version of the revised policy.

ALTERNATIVE(S): The Committee could suggest additional language or further policy changes.

FISCAL IMPACT: The proposed revisions are expected to have a positive fiscal impact by allowing institutions to set tuition rates that are more responsive to market demands and program-specific needs. This increased flexibility is likely to result in more competitive pricing strategies, particularly for out-of-state and graduate programs, potentially attracting a broader student base and increasing enrollment in high-demand areas.

CHANCELLOR’S RECOMMENDATION: That the Finance Committee recommend that the Board of Regents approve the proposed amendments to the policy.

COMMITTEE RECOMMENDATION: RECOMMEND APPROVAL DATE: 10/30/24

BOARD ACTION: DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923

VIII-2.01 – POLICY ON TUITION

Approved by the Board of Regents June 11, 1993; Amended on December 19, 2003; June 23, 2004; June 22, 2005; April 15, 2016; May 1, 2020; December 15, 2023; _____)

PREAMBLE

The University System of Maryland (“the System”) is committed to ensuring that qualified Maryland residents have access to its institutions and quality education at affordable costs. Students benefit from the education they receive and, therefore, have a responsibility to pay a reasonable share of the costs through tuition. Maryland benefits from having an educated citizenry, thus the State has a responsibility to bear a substantial portion of the costs through its support.

The University System of Maryland also has a responsibility to maximize the efficiency of its operations in order to minimize costs to taxpayers and students. Tuition revenue at an institution, combined with state appropriations, is expected to support quality academic instruction, educational services, and the attainment of national eminence.

The principles set forth in the System's founding legislation include:

- The people of Maryland deserve high quality in all aspects of public higher education.
- Public higher education should be accessible to all who seek and qualify for admission.
- Adequate state funding is critical to ensure access to high-quality public higher education.

To identify the responsibilities of students and the State in funding public higher education and to ensure that the University System of Maryland fulfills its legislative mandates, the System leadership has established a tuition policy. This policy is designed to:

- Ensure that students receive a quality education and enable the System to achieve and sustain national eminence.
- Enhance the State's understanding and appreciation of the significant role state revenues play in supporting the System's goals and providing access to high-quality education.
- Allow the System and its institutions to plan, budget, and allocate resources effectively.
- Keep tuition increases manageable, predictable, and enable students to plan for their educational expenses.
- Provide access to the System institutions for the range of qualified students.
- Recognize and support the individual institutional missions.

I. DEFINITIONS

Tuition: The rate approved by the Board paid by a student to cover their share of credit-based educational instruction and services. It may be published as an annual rate or per credit hour.

State Appropriations: General funds provided annually to an institution, including those from the Higher Education Investment Fund.

Fees: Additional costs beyond tuition, including mandatory and non-mandatory fees for specific programs, activities, or self-funded operations and auxiliary enterprises. Fees support various services and activities essential for institutional operations and community enhancement. See VIII-2.50—Policy on Student Tuition, Fees, and Charges.

Modality: The way students interact with course material, instructors, and other students (e.g., in-person, hybrid, fully online).

Residency: Criteria for assessing in-state resident tuition charges, based on permanent Maryland residency or legislative exceptions. See VIII-2.70—Policy on Student Classification for Admission and Tuition Purposes.

II. TUITION CHARGES

A. General Provisions

Tuition rates will vary by institution and specified student groups based on factors such as mission, program offerings, state appropriations, enrollment, facilities, and other relevant factors. Tuition for each category of student at an institution will be established either as an annual cost or specified as a cost per credit hour. Institutions must seek Board approval for tuition levels based on the following criteria:

1. Residency

- a. Maryland resident students shall benefit primarily from the State’s contribution intended to subsidize their education. In-state tuition rates shall not exceed out-of-state rates.
- b. Institutions are encouraged to enroll students from other states and countries to maximize operations and enhance the institutional community. Non-resident tuition should be set at market levels, and non-resident students should pay additional tuition to offset the State’s contribution for Maryland residents.

2. Attendance Status

- a. Full-time students should pay an annual or term tuition rate, covering the minimum credit hour registration required for full-time status up to the maximum credit hour registration as set by the institution. Additional credit hours beyond this maximum will be charged at a per-credit hour rate.
- b. Part-time students will pay a per-credit hour rate based on their course load.

3. Student level

- a. Undergraduate tuition and credit hour rates may differ from those of graduate and professional programs.
- b. Generally, undergraduate tuition and credit hour rates within an institution should not vary by discipline or cohort.
- c. Graduate and professional programs may set tuition and credit hour rates at market levels based on the discipline or program.

B. Special Criteria for Differential Tuition Rates

Institutions have the option to seek Board approval for differential tuition rates based on the following special criteria:

1. Undergraduate Academic Program Specific Rates
 - Certain undergraduate academic programs may have higher costs or specific accreditation standards that justify additional tuition. Institutions may propose a tuition differential for these programs to the approved undergraduate tuition and credit-hour rates.
2. Modality
 - Academic programs or courses delivered in different modalities (e.g., in-person, online, hybrid) may have varying costs. Institutions may propose a tuition differential based on the method of delivery.
3. Military, Federal, and Private Contracts
 - a. Institutions may set tuition rates for specific groups covered by arrangements with public and private entities.
 - b. These rates may not be lower than the corresponding resident tuition rate, except for arrangements with the United States government or where such arrangements are significant to the Institution's mission or when the business plan demonstrates significant financial benefits. Any tuition rate offered under these arrangements should be justified by the specific benefits they bring to the institution and its mission.
 - c. The authority granted to an Institution in this section does not apply to increases in the general tuition rates set annually by the Board of Regents.
4. Geographic Considerations
 - a. In certain circumstances, institutions may offer reduced tuition rates to students from out-of-state but contiguous counties, specific border-state locations, or other designated geographic areas to promote regional collaboration, enhance student opportunities, and increase educational access.

- b. An institution may define and request eligible counties or locations based on its unique geographic and strategic considerations.
- c. The reduced tuition rates must be justified by the institution based on factors such as regional economic impact, student recruitment goals, and community partnerships.

III. FINANCIAL AID

Institutions should strategically address both need-based and non-need-based institutional financial aid with the goal of maximizing access for all qualified students. This approach should aim to reach specific student populations and enhance enrollment opportunities under the approved tuition rates. See VIII-2.41—Policy on Institutional Student Financial Aid for Undergraduate Students.

IV. IMPLEMENTATION

Upon implementation, Institutions must provide the public with easily accessible information on tuition and total costs. Institutions must ensure transparency and accountability by clearly communicating tuition rates and any differential rates applicable to specific programs or delivery modalities.

- A. The Board of Regents shall approve institutions' tuition rates before implementation. Typically, the Board will approve tuition rates for an academic year during the prior academic year. The University System of Maryland reserves the right to make changes in tuition, fees, and other charges, as necessary.
- B. The Chancellor, following consultation with the Presidents and the Board, shall propose guidelines for tuition. Each President shall recommend tuition within the established guidelines in alignment with the annual operating budget. Institutions will update their tuition plans annually based on guidance and a format provided by the Chancellor.
- C. Institutions proposing to implement tuition differentials under section II.B.1. must provide detailed explanations and justifications as part of their request for Board approval.
- D. Contractual arrangements under section II.B.3. that occur outside the annual Board approval cycle, or those offering rates lower than the approved in-state rates, require pre-approval from the Chancellor.
- E. Institutions proposing to implement reduced tuition rates under section II.B.4. must submit a request to the Chancellor, who will then recommend it to the Board for approval. The proposal should include a detailed rationale, expected benefits, and potential financial implications.

V. REPORTS

To ensure accountability to the Regents and the State, each president of an institution with differential tuition for approved undergraduate academic programs, modalities, and contracts must provide periodic reports in a format and timeline as prescribed by the Chancellor.

- A. For each approved differential tuition rate in section II.B., the report must include:
 1. Baseline data prior to implementation.
 2. The most recent five-year trend following the implementation for all expected outcomes included in the institution's proposal.
 3. Verifiable outcomes, which may include revenue increases directed to institutional aid, increased enrollment, new faculty hires, revenue directed to salary increases, any student socioeconomic or demographic shifts, and changes in student success.
 4. Comments on any negative outcomes, unexpected changes, and required adjustments.
 5. A copy of the current institutional policy and/or guidelines published for students.
- B. Institutions authorized to offer contractual rates lower than the approved in-state tuition rates, under section II.B.3., must periodically report on these activities to the Finance Committee.

VIII-2.01 – POLICY ON TUITION

Approved by the Board of Regents June 11, 1993; Amended on December 19, 2003; June 23, 2004; June 22, 2005; April 15, 2016; May 1, 2020; December 15, 2023; _____)

PREAMBLE

The University System of Maryland ~~is responsible for and~~ (“the System”) is committed to ensuring that qualified Maryland residents have access to ~~System~~its institutions and quality education at affordable costs. ~~Since the students~~Students benefit from the education they receive, ~~they and, therefore,~~ have a responsibility to pay a reasonable share of the costs through tuition. ~~Since~~ Maryland benefits from having an educated citizenry, ~~thus~~ the ~~state also~~State has a responsibility to bear a substantial portion of the costs through ~~taxpayer~~its support.–

The University System of Maryland also has a responsibility to ~~Maximize~~maximize the efficiency of its ~~operation so as~~operations in order to minimize ~~the cost~~costs to taxpayers and students. Tuition revenue at an institution, combined with state appropriations, is expected to support quality academic instruction, educational services, and the attainment of national eminence.

~~Among the~~The principles set forth in the System's founding legislation ~~are the following~~include:

- The people of Maryland deserve high quality in all aspects of public higher education.
- Public higher education should be accessible to all ~~those~~ who seek and qualify for admission.
- Adequate state funding ~~by the State~~ is critical to ensure access to high–quality public higher education.

To ~~help~~ identify the responsibilities of students and the ~~state~~State in funding public higher education ~~AND~~and to ensure that the University System of Maryland ~~is able to fulfill~~fulfills its legislative mandates, the System leadership ~~recognizes the need for~~has established a tuition policy. ~~The~~This policy is ~~designated~~designed to:

- ~~provide~~Ensure that students ~~with~~receive a quality education and enable the System to ~~move toward its legislatively mandated goal of achieving and sustaining~~achieve and sustain national eminence;.

- ~~further~~Enhance the ~~state's~~State's understanding and appreciation of the significant role state revenues ~~are expected to~~ play in supporting the System's goals ~~of the System;~~and providing access to high-quality education.
- ~~allow~~Allow the System and its institutions to plan, budget, and allocate resources ~~over the long-term;~~effectively.
- ~~keep~~Keep tuition increases manageable, predictable, ~~enabling~~and enable students to plan for their educational expenses;
- ~~provide~~Provide access to the System institutions for the range of qualified students;~~and.~~
- ~~recognize~~Recognize and support the individual institutional missions.

~~Students from other states and countries who enroll at USM institutions add a richness of experience and diversity that benefits all institutions and their students. However, those students should pay an additional amount of tuition, which, at minimum, offsets the State's contribution intended to subsidize the education of its residents.~~

I. ~~!~~—DEFINITIONS

- ~~Tuition: The rate paid by students to enroll in a USM institution and the fees all students must pay that are part of the state supported budget. Fees to support auxiliary enterprises, self-funded operations and fees that are not collected from all students (e.g., lab fees, application fees, etc.) are not covered by this policy.~~
- ~~Funding Guideline: The funding guideline is a calculation that provides an institutional benchmark to assess the adequacy of funding for an institution against an external peer-related comparison.~~
- ~~Full-Time Equivalent Student (FTES): Number of full-time students plus one-third the number of part-time students. This formula is consistent with that used for the funding guidelines and national standard practice.~~

Tuition: The rate approved by the Board paid by a student to cover their share of credit-based educational instruction and services. It may be published as an annual rate or per credit hour.

- ~~State Appropriations: General funds (state tax dollars) provided annually to an institution including those from the Higher Education Investment Fund.~~

- ~~Self-funded Operations and Auxiliary Enterprises: Operations supported by fees and charges that are determined by the amount of revenue required for the individual activity to operate on a sound fiscal basis, without accumulating a deficit or postponing required expenditures to a future year.~~

Fees: Additional costs beyond tuition, including mandatory and non-mandatory fees for specific programs, activities, or self-funded operations and auxiliary enterprises. Fees support various services and activities essential for institutional operations and community enhancement. See VIII-2.50—Policy on Student Tuition, Fees, and Charges.

Modality: The way students interact with course material, instructors, and other students (e.g., in-person, hybrid, fully online).

Residency: Criteria for assessing in-state resident tuition charges, based on permanent Maryland residency or legislative exceptions. See VIII-2.70—Policy on Student Classification for Admission and Tuition Purposes.

II. Tuition Plan and Level

~~Tuition at an institution, when combined with state appropriations for that institution, is expected to provide sufficient revenue to support the goals of quality and of achieving and sustaining national eminence.~~

A.—Institutional Tuition Plans

- ~~1.—Each institution will update annually a four-year tuition plan based on assumptions that on a format provided by the Chancellor, related to projected state appropriation, funding guidelines target and planned enrollment levels. Changes proposed in the annual update should address changes in assumptions that caused the recommended revision to tuition rates.~~
- ~~2.—Funding guidelines targets will NOT be adjusted to compensate for enrollment growth that has not been approved by the Board of Regents.~~
- ~~3.—This plan will also include targets for increased efficiencies in institutional operations, including cost containment initiatives reported to the State.~~
- ~~4.—Revenues from tuition or special programs that are part of the state-supported budget should be included in the tuition plans. The plans should also include revenues from all fees that are not related to auxiliary operations or other self-funded activities.~~

II. TUITION CHARGES

A. General Provisions

5.—Tuition rates will vary by institution and specified student groups based on factors such as mission, program offerings, general funds per full-time equivalent student, state appropriations, enrollment, facilities, and other relevant factors.

B.—Tuition Level

Tuition for each category of student at an institution will be established either as an annual cost or specified as a cost per credit hour. The Institutions must seek Board approval for tuition levels ~~should be established in accordance with~~ based on the following ~~principles~~ criteria:

1. Residency

- a. Maryland resident students shall benefit primarily from the State's contribution intended to subsidize their education. In-state tuition rates shall not exceed out-of-state rates.
- b. Institutions are encouraged to enroll students from other states and countries to maximize operations and enhance the institutional community. Non-resident tuition should be set at market levels, and non-resident students should pay additional tuition to offset the State's contribution for Maryland residents.

2. Attendance Status

- a. Full-time students should pay an annual or term tuition rate, covering the minimum credit hour registration required for full-time status up to the maximum credit hour registration as set by the institution. Additional credit hours beyond this maximum will be charged at a per-credit hour rate.
- b. Part-time students will pay a per-credit hour rate based on their course load.

3. Student level

- a. Undergraduate tuition and credit hour rates may differ from those of graduate and professional programs.
- b. Generally, undergraduate tuition and credit hour rates within an institution should not vary by discipline or cohort.
- c. Graduate and professional programs may set tuition and credit hour rates at market levels based on the discipline or program.

B. Special Criteria for Differential Tuition Rates

Institutions have the option to seek Board approval for differential tuition rates based on the following special criteria:

1. Undergraduate Academic Program Specific Rates

- Certain undergraduate academic programs may have higher costs or specific accreditation standards that justify additional tuition. Institutions may propose a tuition differential for these programs to the approved undergraduate tuition and credit-hour rates.

2. Modality

- Academic programs or courses delivered in different modalities (e.g., in-person, online, hybrid) may have varying costs. Institutions may propose a tuition differential based on the method of delivery.

3. Military, Federal, and Private Contracts

- a. Institutions may set tuition rates for specific groups covered by arrangements with

public and private entities.

- b. These rates may not be lower than the corresponding resident tuition rate, except for arrangements with the United States government or where such arrangements are significant to the Institution's mission or when the business plan demonstrates significant financial benefits. Any tuition rate offered under these arrangements should be justified by the specific benefits they bring to the institution and its mission.
- c. The authority granted to an Institution in this section does not apply to increases in the general tuition rates set annually by the Board of Regents.

4. Geographic Considerations

- 1-a. In certain circumstances, institutions may offer reduced tuition rates to students from out-of-state but contiguous counties, specific border-state locations, or other designated geographic areas to promote regional collaboration, enhance student opportunities, and increase educational access.
- b. An institution may define and request eligible counties or locations based on its unique geographic and strategic considerations.
- c. The reduced tuition rates must be justified by the institution based on factors such as regional economic impact, student recruitment goals, and community partnerships.

- ~~1. Generally, undergraduate tuition and credit hour rates within an institution should not vary by discipline or cohort., except for the professional schools at the University of Maryland, Baltimore. However, institutions may seek an exception to this policy.~~
- ~~2. Non-resident undergraduate students should pay an additional amount of tuition which at a minimum offsets the State's contribution intended to subsidize the education of its residents and institutions are encouraged to set tuition for non-resident undergraduate students at market level. Based on compelling reasons, institutions may seek an exception to this policy. For each institution, the calculation of the State contribution shall include the general funds appropriations per resident FTES (as defined in the USM Funding Guidelines) plus the System average cost of GO and PAYGO debt amortization (cost of facilities not reflected in the institutions' budgets) per resident FTES. The calculation of state subsidy should be adjusted for state financial aid and research/public service support.~~
- ~~3. Part-time undergraduate students are to pay a per-credit hour charge based on a normal semester load for a full-time undergraduate student of at least 12 credits per semester.~~
- ~~4. Tuition for graduate and professional students may be set on a program differential basis.~~
- ~~5. Non-resident graduate and professional students are to pay a higher amount than in-state graduate and professional students; their tuition should reflect market levels unless there is a compelling reason to the contrary.~~

- ~~6. Tuition for special programs at the graduate level may be set at a flat rate that may include fees and may vary from the guidelines stated above.~~

III. FINANCIAL AID

~~Institutions should address need-based institutional financial aid opportunities in their tuition plans with the goal of maximizing access for all qualified students under the proposed tuition rates. Institutions should strategically address both need-based and non-need-based institutional financial aid with the goal of maximizing access for all qualified students. This approach should aim to reach specific student populations and enhance enrollment opportunities under the approved tuition rates. See VIII-2.41—Policy on Institutional Student Financial Aid for Undergraduate Students.~~

IV. IMPLEMENTATION

~~Before~~Upon implementation, ~~the Board of Regents~~Institutions must provide the public with easily accessible information on tuition and total costs. Institutions must ensure transparency and accountability by clearly communicating tuition rates and any differential rates applicable to specific programs or delivery modalities.

- ~~1.A. The Board of Regents shall approve institutions' tuition rates. Generally, before implementation. Typically, the Board approval of will approve~~ 1.A. The Board of Regents shall approve institutions' tuition rates. Generally, before implementation. Typically, the Board approval of will approve tuition rates for a given academic year ~~will occur near the start of the preceding during the prior~~ will occur near the start of the preceding during the prior academic year. The University System of Maryland reserves the right to make changes in tuition, fees, and other charges ~~at any time, upon a finding by the Board of Regents, or a System institution authorized to act without Board of Regents approval, that any such change is, as~~ at any time, upon a finding by the Board of Regents, or a System institution authorized to act without Board of Regents approval, that any such change is, as necessary.
- ~~2. University of Maryland Global Campus may set tuition rates and fees without prior Board of Regents' approval for groups of students covered by arrangements between UMGC and public and private entities. Any tuition rate or fee offered by UMGC as part of such arrangements shall never be lower than the corresponding resident tuition rate except for arrangements with the United States government, or when those arrangements are significant to implementing UMGC's mission or when the business plan presents financial opportunities with favorable outcomes. These rates will be agreed upon annually by UMGC and the Chancellor. Any arrangement that would be lower than the annually agreed upon rate will require pre-approval from the Chancellor. The authority granted to UMGC in Section C.2. does not apply to increases in the tuition rates set annually by the Board of Regents. Twice a year, UMGC shall report on any activity subject to Section C.2. to the Finance Committee.~~
- ~~3. The University of Maryland, Baltimore, on behalf of the University of Maryland Francis King Carey School of Law, subject to the President's approval, may enter into agreements with the federal Office of Personnel Management providing for reduced tuition rates for federal employees and their spouses in under-enrolled programs of the School in return for the Office's promotion of the programs as opportunities for federal employees. The rate reductions may not exceed 10% of approved tuition. This authority to reduce tuition does not apply to the Full-time or Part-time JD Program.~~

- B. The Chancellor, following consultation with the Presidents and the Board, shall propose guidelines for tuition. Each President shall recommend tuition within the established guidelines in alignment with the annual operating budget. Institutions will update their tuition plans annually based on guidance and a format provided by the Chancellor.
- C. Institutions proposing to implement tuition differentials under section II.B.1. must provide detailed explanations and justifications as part of their request for Board approval.
- D. Contractual arrangements under section II.B.3. that occur outside the annual Board approval cycle, or those offering rates lower than the approved in-state rates, require pre-approval from the Chancellor.
- E. Institutions proposing to implement reduced tuition rates under section II.B.4. must submit a request to the Chancellor, who will then recommend it to the Board for approval. The proposal should include a detailed rationale, expected benefits, and potential financial implications.

V. ~~IV.~~ REQUIRED REPORTS

~~This policy provides for undergraduate tuition to be established independent of tuition at comparable institutions. However, tuition information for comparable institutions within the region and nationally is to be made available to the Board of Regents Committee on Finance at the time it considers the operating budget request and the related tuition adjustments.~~

~~Each USM institution will provide to the public easily accessible information reflecting a four year projection of costs to attend the institution. The projection will include an explanation of the assumptions serving as the basis of the projects. The information should include examples of the total costs for typical students, including tuition, mandatory fees, course fees, and room and board.~~

~~To provide the necessary ensure accountability to the Regents and the State, each president of an institution with undergraduate differential tuition for approved undergraduate academic programs will be required to, modalities, and contracts must provide an annual report by October 1 of each year, periodic reports in a format and timeline as prescribed by the Chancellor.-~~

- A. For each approved ~~academic program with~~ differential tuition, rate in section II.B., the report will must include baseline:
1. Baseline data prior to implementation and the,
 2. The most recent five-year trend following the implementation for all expected outcomes included in the institution's proposal. The verifiable
 3. Verifiable outcomes, which may include, but are not limited to, revenue increases directed to institutional aid, increased enrollment, new faculty hires, revenue directed to salary increases, any student socioeconomic or demographic shifts, and changes in student success. The institution will comment on any negative outcomes, unexpected changes, and

~~required adjustments. The report shall be accompanied by a copy of the currently applicable institutional policy and/or guidelines published for the students.~~

4. Comments on any negative outcomes, unexpected changes, and required adjustments.

5. A copy of the current institutional policy and/or guidelines published for students.

B. Institutions authorized to offer contractual rates lower than the approved in-state tuition rates, under section II.B.3., must periodically report on these activities to the Finance Committee.

	<p align="center">Current Policy VIII201.pdf (usmd.edu)</p>	<p align="center">Revisions</p>	<p align="center">Revised Policy</p>	
<p>P A G E 1</p>	<p>PREAMBLE</p> <p>The University System of Maryland is responsible for and committed to ensuring that qualified Maryland residents have access to System institutions and quality education at affordable costs. Since the students benefit from the education they receive, they have a responsibility to pay a reasonable share of the costs through tuition. Since Maryland benefits from having an educated citizenry, the state also has a responsibility to bear a substantial portion of the costs through taxpayer support. The University System of Maryland also has a responsibility to Maximize the efficiency of its operation so as to minimize the cost to taxpayers and students.</p>	<ul style="list-style-type: none"> - Added (“the system”) - Removed “responsible for and” - Replaced “System” with “its” - Removed “Since the” - Replaced “, they” with “and, therefore,” - Removed “Since” - Replaced “the state also has” with “thus the State has” - Replaced “through taxpayer support” with “through its support” - The last sentence of paragraph 1 was moved to begin paragraph 2. - Lowercased “Maximize” - Replaced “operation so as to minimize the cost” with “operations in order to minimize the costs” - Moved “II. Tuition Plan and Level” to “Preamble paragraph 2” and replaced with “Tuition revenue at an institution, combined with state appropriations, is expected to support quality academic instruction, educational services, and the attainment of national eminence.” 	<p>PREAMBLE</p> <p>The University System of Maryland (“the System” is committed to ensuring that qualified Maryland residents have access to its institutions and quality education at affordable costs. Students benefit from the education they receive and, therefore, have a responsibility to pay a reasonable share of the costs through tuition. Maryland benefits from having an educated citizenry, thus the State has a responsibility to bear a substantial portion of the costs through its support.</p> <p>The University System of Maryland also has a responsibility to maximize the efficiency of its operations in order to minimize costs to taxpayers and students. Tuition revenue at an institution, combined with state appropriations, is expected to support quality academic instruction, educational services, and the attainment of national eminence.</p>	<p>P A G E 1</p>
	<p>Among the principles set forth in the System's founding legislation are the following:</p> <ul style="list-style-type: none"> • The people of Maryland deserve high quality in all aspects of public higher education. • Public higher education should be accessible to all those who seek and qualify for admission. • Adequate funding by the State is critical to ensure access to high quality public 	<ul style="list-style-type: none"> - Removed “Among” - Replaced “are the following” with “include” - Removed “those” from 2nd bullet point - Replaced “funding by the State” with “state funding” in 3rd bullet point 	<p>The principles set forth in the System's founding legislation include:</p> <ul style="list-style-type: none"> • The people of Maryland deserve high quality in all aspects of public higher education. • Public higher education should be accessible to all who seek and qualify for admission. • Adequate state funding is critical to ensure access to high-quality public 	

	higher education.		higher education.	
P A G E 1	To help identify the responsibilities of students and the state in funding public higher education AND to ensure that the University System of Maryland is able to fulfill its legislative mandates, the System leadership recognizes the need for a tuition policy. The policy is designated to:	<ul style="list-style-type: none"> - Removed "help" - Changed "AND" to "and" - Replaced "is able to fulfill" with "fulfills" - Replaced "recognizes the need for" with "has established" - Replaced "designated" with "designed" 	To identify the responsibilities of students and the State in funding public higher education and to ensure that the University System of Maryland fulfills its legislative mandates, the System leadership has established a tuition policy. This policy is designed to:	
	<ul style="list-style-type: none"> • provide students with a quality education and enable the System to move toward its legislatively-mandated goal of achieving and sustaining national eminence; • further the state's understanding and appreciation of the significant role state revenues are expected to play in supporting the goals of the System; • allow the System and its institutions to plan, budget, and allocate resources over the long term; • keep tuition increases predictable, enabling students to plan for their educational expenses; • provide access to System institutions for the range of qualified students; and • recognize and support the individual institutional missions. 	<ul style="list-style-type: none"> - Replaced "provide" with "Ensure that" - Replaced "with" with "receive" - Replaced "move toward its legislatively mandated goal of achieving and sustaining" with "achieve and sustain" - Replaced "further" with "Enhance" - Capitalized "state's" - Removed "are expected to" - Added "System's" - Replaced "of the system;" with "and providing access to high-quality education." - Capitalized "allow" - Replaced "over the long term;" with "effectively" - Capitalized "keep" - Added "manageable," - Replaced "enabling" with "and enable" - Capitalized "provide" - Added "the" - Replaced "; and" with "." - Capitalized "recognize" 	<ul style="list-style-type: none"> • Ensure that students receive a quality education and enable the System to achieve and sustain national eminence. • Enhance the State's understanding and appreciation of the significant role state revenues play in supporting the System's goals and providing access to high-quality education. • Allow the System and its institutions to plan, budget, and allocate resources effectively. • Keep tuition increases manageable, predictable, and enable students to plan for their educational expenses. • Provide access to the System institutions for the range of qualified students. • Recognize and support the individual institutional missions. 	P A G E 1
	Students from other states and countries who enroll at USM institutions add a richness of experience and diversity that benefits all institutions and their students. However, those students should pay an additional amount of tuition, which, at	- Removed from PREAMBLE	- See Section II.A.1.b	P A G E

	minimum, offsets the State's contribution intended to subsidize the education of its residents.			2
	I. DEFINITIONS		I. DEFINITIONS	
P A G E 2	Tuition: The rate paid by students to enroll in a USM institution and the fees all students must pay that are part of the state supported budget. Fees to support auxiliary enterprises, self-funded operations and fees that are not collected from all students (e.g., lab fees, application fees, etc.) are not covered by this policy.	- Redefined "Tuition"	<u>Tuition</u> : The rate approved by the Board paid by a student to cover their share of credit-based educational instruction and services. It may be published as an annual rate or per credit hour.	P A G E 2
	Funding Guideline: The funding guideline is a calculation that provides an institutional benchmark to assess the adequacy of funding for an institution against an external peer-related comparison.	- Removed definition		
	Full-Time Equivalent Student (FTES): Number of full-time students plus one-third the number of part-time students. This formula is consistent with that used for the funding guidelines and national standard practice.	- Removed definition		
	State Appropriations: General funds (state tax dollars) provided annually to an institution.	- Removed "(state tax dollars)" from "State Appropriations" definition - Added ", including those from the Higher Education Investment Fund" to "State Appropriations" definition	<u>State Appropriations</u> : General funds provided annually to an institution, including those from the Higher Education Investment Fund.	
	Self-funded Operations and Auxiliary Enterprises: Operations supported by fees and charges that are determined by the amount of revenue required for the individual activity to operate on a sound fiscal basis, without accumulating a deficit or postponing required expenditures to a future year.	- Removed definition		

P A G E 2		- Added NEW definition “Fees”	<u>Fees</u> : Additional costs beyond tuition, including mandatory and non-mandatory fees for specific programs, activities, or self-funded operations and auxiliary enterprises. Fees support various services and activities essential for institutional operations and community enhancement. See VIII- 2.50— Policy on Student Tuition, Fees, and Charges.	P A G E 2
		- Added NEW definition: “Modality”	<u>Modality</u> : The way students interact with course material, instructors, and other students (e.g., in- person, hybrid, fully online).	
		- Added NEW definition: “Residency”	<u>Residency</u> : Criteria for assessing in-state resident tuition charges, based on permanent Maryland residency or legislative exceptions. See VIII-2.70—Policy on Student Classification for Admission and Tuition Purposes.	

	II. Tuition Plan and Level		II. TUITION CHARGES	
	Tuition at an institution, when combined with state appropriations for that institution, is expected to provide sufficient revenue to support the goals of quality and of achieving and sustaining national eminence.	- Removed	See Preamble Paragraph 2	
	A. Institutional Tuition Plans	<ul style="list-style-type: none"> - Section Removed - Incorporated into II.A and II.B 		
P A G E 2	<ol style="list-style-type: none"> 1. Each institution will update annually a four-year tuition plan based on assumptions that on a format provided by the Chancellor, related to projected state appropriation, funding guidelines target and planned enrollment levels. Changes proposed in the annual update should address changes in assumptions that caused the recommended revision to tuition rates. 2. Funding guidelines targets will NOT be adjusted to compensate for enrollment growth that has not been approved by the Board of Regents. 3. This plan will also include targets for increased efficiencies in institutional operations, including cost containment initiatives reported to the State. 4. Revenues from tuition or special programs that are part of the state-supported budget should be included in the tuition plans. The plans should also include revenues from all fees that are not related to auxiliary operations 	<ul style="list-style-type: none"> - Removed explanation of funding and expectations/process for institutional operations and financial management. - - Created sections for key tuition levels. . - For #5. Moved to II. A General Provisions - Replaced “Tuition is expected to” with “Tuition rates will” - Added “and specified student groups” - Added “factors such as” - Replaced “general funds per full-time equivalent students” with “state appropriations, enrollment” <p>Added “relevant”</p>		P A G E 2

	<p>or other self-funded activities.</p> <p>5. Tuition is expected to vary by institution based on mission, program offerings, general funds per full-time equivalent student, facilities, and other factors.</p>			
<p style="text-align: center;">P A G E</p>	<p>B. Tuition Level</p> <p>Tuition for each category of student at an institution will be established either as an annual cost or specified as a cost per credit hour. The tuition levels should be established in accordance with the following principles:</p> <p>1. Generally, undergraduate tuition within an institution should not vary by discipline or cohort, except for the professional schools at the University of Maryland, Baltimore. However, institutions may seek an exception to this policy.</p>	<ul style="list-style-type: none"> - Renamed to “General Provisions” - - Added introductory paragraph - Rewrite and re-organization of key tuition levels. <p>- Created Section B. Special Criteria for Differential Tuition Rates</p>	<p>A. General Provisions</p> <p>Tuition rates will vary by institution and specified student groups based on factors such as mission, program offerings, state appropriations, enrollment, facilities, and other relevant factors. Tuition for each category of student at an institution will be established either as an annual cost or specified as a cost per credit hour. Institutions must seek Board approval for tuition levels based on the following criteria:</p>	<p style="text-align: center;">P A G E</p>
<p style="text-align: center;">3</p>	<p>2. Non-resident undergraduate students should pay an additional amount of tuition which at a minimum offsets the State's contribution intended to subsidize the education of its residents and institutions are encouraged to set tuition for non-resident undergraduate students at market level. Based on compelling reasons, institutions may seek an exception to this policy. For each institution, the calculation of the State contribution shall include the general</p>	<ul style="list-style-type: none"> - Reorganized “Residency” - Added sub-paragraphs “a” and “b” 	<p>1. Residency</p> <ul style="list-style-type: none"> a. Maryland resident students shall benefit primarily from the State's contribution intended to subsidize their education. In-state tuition rates shall not exceed out-of- state rates. b. Institutions are encouraged to enroll students from other states and countries to maximize operations and enhance the institutional community. Non-resident tuition should be set at market levels, and 	<p style="text-align: center;">2</p>

	funds appropriations per resident FTES (as defined in the USM Funding Guidelines) plus the System average cost of GO and PAYGO debt amortization (cost of facilities not reflected in the institutions' budgets) per resident FTES. The calculation of state subsidy should be adjusted for state financial aid and research/public service support.		non-resident students should pay additional tuition to offset the State's contribution for Maryland residents.	
P A G E 3	3. Part-time undergraduate students are to pay a per-credit hour charge based on a normal semester load for a full-time undergraduate student of at least 12 credits per semester.	<ul style="list-style-type: none"> - Reorganized "Attendance Status" - Added sub-paragraphs "a" and "b" 	<p>2. Attendance Status</p> <ul style="list-style-type: none"> a. Full-time students should pay an annual or term tuition rate, covering the minimum credit hour registration required for full-time status up to the maximum credit hour registration as set by the institution. Additional credit hours beyond this maximum will be charged at a per-credit hour rate. b. Part-time students will pay a per-credit hour rate based on their course load. 	P A G E 2
	4. Tuition for graduate and professional	<ul style="list-style-type: none"> - Reorganized "Student Level" 	3. Student Level	

P A G E 3	<p>students may be set on a program differential basis.</p> <p>5. Non-resident graduate and professional students are to pay a higher amount than in-state graduate and professional students; their tuition should reflect market levels unless there is a compelling reason to the contrary.</p> <p>6. Tuition for special programs at the graduate level may be set at a flat rate that may include fees and may vary from the guidelines stated above.</p>	<ul style="list-style-type: none"> - Added sub-paragraphs “a”, “b”, and “c” 	<ul style="list-style-type: none"> a. Undergraduate tuition and credit hour rates may differ from those of graduate and professional programs. b. Generally, undergraduate tuition and credit hour rates within an institution should not vary by discipline or cohort. c. Graduate and professional programs may set tuition and credit hour rates at market levels based on the discipline or program. 	P A G E 3
	<p>C.2. University of Maryland Global Campus may set tuition rates and fees without prior Board of Regents' approval for groups of students covered by arrangements between UMGC and public and private entities. Any tuition rate or fee offered by UMGC as part of such arrangements shall never be lower than the corresponding resident tuition rate except for arrangements with the United States government, or when those arrangements are significant to implementing UMGC's mission or when the business plan presents financial opportunities with favorable outcomes. These rates will be agreed upon annually by UMGC and the Chancellor. Any arrangement that would be lower than the annually agreed upon rate</p>	<ul style="list-style-type: none"> - Moved up to New Section - - Replaced with “Special Criteria for Differential Tuition Rates” - Removed campus-specific restriction - For C.2 See B.3. - For C.3 See A.3 and B.3 	<p>B. Special Criteria for Differential Tuition Rates</p> <p>Institutions have the option to seek Board approval for differential tuition rates based on the following special criteria:</p>	

P A G E 4	<p>will require pre-approval from the Chancellor. The authority granted to UMGC in Section C.2. does not apply to increases in the tuition rates set annually by the Board of Regents. Twice a year, UMGC shall report on any activity subject to Section C.2. to the Finance Committee.</p> <p>C.3. The University of Maryland, Baltimore, on behalf of the University of Maryland Francis King Carey School of Law, subject to the President’s approval, may enter into agreements with the federal Office of Personnel Management providing for reduced tuition rates for federal employees and their spouses in under-enrolled programs of the School in return for the Office’s promotion of the programs as opportunities for federal employees. The rate reductions may not exceed 10% of approved tuition. This authority to reduce tuition does not apply to the Full- time or Part-time JD Program.</p>			P A G E 3
		<ul style="list-style-type: none"> - Created New option for “Undergraduate Academic Program Specific Rates” - No longer an exception-based pathway. - Open to all Institutions. - Added sub-point 	<ol style="list-style-type: none"> 1. Undergraduate Academic Program Specific Rates <ul style="list-style-type: none"> • Certain undergraduate academic programs may have higher costs or specific accreditation standards that justify additional tuition. Institutions may propose a tuition differential for these programs to the approved undergraduate tuition and credit-hour rates. 	

		<ul style="list-style-type: none"> - Create new option for “Modality” - Added sub-point 	<p>2. Modality</p> <ul style="list-style-type: none"> - Academic programs or courses delivered in different modalities (e.g., in-person, online, hybrid) may have varying costs. Institutions may propose a tuition differential based on the method of delivery. 	
		<ul style="list-style-type: none"> - Rewrote and reorganized C.2. and C.3. into “Military, Federal, and Private Contracts” - New Pathway open to all institutions. - Added sub-paragraphs “a”, “b”, and “c” 	<p>3. Military, Federal, and Private Contracts</p> <ol style="list-style-type: none"> a. Institutions may set tuition rates for specific groups covered by arrangements with public and private entities. b. These rates may not be lower than the corresponding resident tuition rate, except for arrangements with the United States government or where such arrangements are significant to the Institution's mission or when the business plan demonstrates significant financial benefits. Any tuition rate offered under these arrangements should be justified by the specific benefits they bring to the institution and its mission. c. The authority granted to an Institution in this section does not apply to increases in the general tuition rates set annually by the Board of Regents. 	P A G E 3

		<ul style="list-style-type: none"> - Create new pathway for “Geographic Considerations” - Added sub-paragraphs “a”, “b”, and “c” 	<p>4. Geographic Considerations</p> <ul style="list-style-type: none"> a. In certain circumstances, institutions may offer reduced tuition rates to students from out-of-state but contiguous counties, specific border-state locations, or other designated geographic areas to promote regional collaboration, enhance student opportunities, and increase educational access. b. An institution may define and request eligible counties or locations based on its unique geographic and strategic considerations. c. The reduced tuition rates must be justified by the institution based on factors such as regional economic impact, student recruitment goals, and community partnerships. 	P A G E 3
	C. Implementation	- Removed from Section II. Tuition Plan and Level	- See Section IV. IMPLEMENTATION	P A G E 4

	III. FINANCIAL AID		III. FINANCIAL AID	
P A G E 4	Institutions should address need-based institutional financial aid opportunities in their tuition plans with the goal of maximizing access for all qualified students under the proposed tuition rates.		Institutions should strategically address both need-based and non-need-based institutional financial aid with the goal of maximizing access for all qualified students. This approach should aim to reach specific student populations and enhance enrollment opportunities under the approved tuition rates. See VIII- 2.41—Policy on Institutional Student Financial Aid for Undergraduate Students.	P A G E 4

	<p><i>Section II.C Implementation (continued)</i></p>	<ul style="list-style-type: none"> - Created NEW Section IV. IMPLEMENTATION - Added sub-paragraph 	<p>IV. IMPLEMENTATION</p> <p>Upon implementation, Institutions must provide the public with easily accessible information on tuition and total costs. Institutions must ensure transparency and accountability by clearly communicating tuition rates and any differential rates applicable to specific programs or delivery modalities.</p>	
<p>P A G E 3</p>	<p>1. Before implementation, the Board of Regents shall approve institutions' tuition rates. Generally, Board approval of tuition rates for a given academic year will occur near the start of the preceding academic year. The University System of Maryland reserves the right to make changes in tuition, fees, and other charges at any time, upon a finding by the Board of Regents, or a System institution authorized to act without Board of Regents approval, that any such change is necessary.</p>	<ul style="list-style-type: none"> - Replaced with sub-paragraph "A" - Removed "Before implementation," - Capitalized "the" - Replaced ". Generally" with "before implementation." - Added "Typically, the " - Replaced "approval of" with "will approve" - Replaced "a given" with "an" - Replaced "will occur near the start of the preceding" with "during the prior" - Replaced "at any time, upon a finding by the Board of Regents, or a System institution authorized to act without Board of Regents approval, that any such change is" with ", as" 	<p>A. The Board of Regents shall approve institutions' tuition rates before implementation. Typically, the Board will approve tuition rates for an academic year during the prior academic year. The University System of Maryland reserves the right to make changes in tuition, fees, and other charges, as necessary.</p>	<p>P A G E 4</p>

		<p>- Added sub-paragraphs “B” and “C”</p>	<p>B. The Chancellor, following consultation with the Presidents and the Board, shall propose guidelines for tuition. Each President shall recommend tuition within the established guidelines in alignment with the annual operating budget. Institutions will update their tuition plans annually based on guidance and a format provided by the Chancellor.</p> <p>C. Institutions proposing to implement tuition differentials under section II.B.1. must provide detailed explanations and justifications as part of their request for Board approval.</p>	<p>P A G E 4</p>
		<p>- Added sub-paragraphs “D” and “E”</p>	<p>D. Contractual arrangements under section II.B.3. that occur outside the annual Board approval cycle, or those offering rates lower than the approved in-state rates, require pre-approval from the Chancellor.</p> <p>E. Institutions proposing to implement reduced tuition rates under section II.B.4. must submit a request to the Chancellor, who will then recommend it to the Board for approval. The proposal should include a detailed rationale, expected benefits, and potential financial implications.</p>	

	IV. REQUIRED REPORTS	<ul style="list-style-type: none"> - Moved and renamed to Section “V. REPORTS” 	V. REPORTS	
	<p>This policy provides for undergraduate tuition to be established independent of tuition at comparable institutions. However, tuition information for comparable institutions within the region and nationally is to be made available to the Board of Regents Committee on Finance at the time it considers the operating budget request and the related tuition adjustments.</p>	<ul style="list-style-type: none"> - Removed - See IV.B for Chancellor Guidelines 		
P A G E 4	<p>Each USM institution will provide to the public easily accessible information reflecting a four year projection of costs to attend the institution. The projection will include an explanation of the assumptions serving as the basis of the projects. The information should include examples of the total costs for typical students, including tuition, mandatory fees, course fees, and room and board.</p>	<ul style="list-style-type: none"> - Removed - See IV.B for Chancellor Guidelines 		P A G E 5
	<p>To provide the necessary accountability to the Regents and the State, each president of an institution with undergraduate differential tuition for approved undergraduate academic programs will be required to provide an annual report by October 1 of each year, in a format prescribed by the Chancellor. For each approved academic program with differential tuition, the report will include baseline data prior to implementation and the most recent five-year trend following implementation for all expected outcomes included in the institution’s proposal. The verifiable outcomes may include, but are not limited to, revenue increases directed to</p>	<ul style="list-style-type: none"> - Replaced “provide the necessary” with “ensure” - Removed “undergraduate” - Replaced “will be required to” with “, modalities, and contracts must” - Replaced “an annual report by October 1 of each year,” with “periodic reports” - Added “and timeline as” - Moved “For each approved academic program with differential tuition, the report will include baseline” to V.A - Removed “academic program with” - Added “rate in section II.B.” - Replaced “will” with “must” - Replaced “baseline” with “:” 	<p>To ensure accountability to the Regents and the State, each president of an institution with differential tuition for approved undergraduate academic programs, modalities, and contracts must provide periodic reports in a format and timeline as prescribed by the Chancellor.</p> <p>A. For each approved differential tuition rate in section II.B., the report must include:</p> <ol style="list-style-type: none"> 1. Baseline data prior to implementation. 2. The most recent five-year trend following the implementation for all 	

<p style="text-align: center;">P A G E 4</p>	<p>institutional aid, increased enrollment, new faculty hires, revenue directed to salary increases, any student socioeconomic or demographic shifts, and changes in student success. The institution will comment on any negative outcomes, unexpected changes, and required adjustments. The report shall be accompanied by a copy of the currently applicable institutional policy and/or guidelines published for the students.</p>	<ul style="list-style-type: none"> - Moved “baseline data prior to implementation” to V.A.1 - Removed “and” - Moved “the most recent five-year trend following implementation for all expected outcomes included in the institution’s proposal.” to V.A.2 - Added “the” - Moved “verifiable outcomes may include, but are not limited to, revenue increases directed to institutional aid, increased enrollment, new faculty hires, revenue directed to salary increases, any student socioeconomic or demographic shifts, and changes in student success.” to V.A.3 - Added “, which” - Removed “, but are not limited to,” - Moved “The institution will comment on any negative outcomes, unexpected changes, and required adjustments.” to V.A.4 - Replaced “The Institution will comment” with “Comments” - Moved “The report shall be accompanied by a copy of the currently applicable institutional policy and/or guidelines published for the students.” to V.A.5 - Replaced “The report shall be accompanied by a” with “A” - Added V.B “Institutions authorized to offer contractual rates lower than the approved in-state tuition rates, under section II.B.3., must periodically report on these activities to the Finance Committee.” 	<p>expected outcomes included in the institution’s proposal.</p> <ol style="list-style-type: none"> 3. Verifiable outcomes, which may include revenue increases directed to institutional aid, increased enrollment, new faculty hires, revenue directed to salary increases, any student socioeconomic or demographic shifts, and changes in student success. 4. Comments on any negative outcomes, unexpected changes, and required adjustments. 5. A copy of the current institutional policy and/or guidelines published for students. <p>B. Institutions authorized to offer contractual rates lower than the approved in-state tuition rates, under section II.B.3., must periodically report on these activities to the Finance Committee.</p>	<p style="text-align: center;">P A G E 5</p>
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TOPIC: Fall 2024 Enrollment Update and FY 2025 Estimated FTE Report

COMMITTEE: Finance Committee

DATE OF COMMITTEE MEETING: October 30, 2024

SUMMARY: This annual report provides a preliminary update about the fall undergraduate, graduate and first-professional students for the University System and each institution.

In total, the preliminary Fall 2024 enrollment increased (+4,603) for a preliminary total of 171,396 students. The FY 2025 estimated total of 131,944 full-time equivalent (FTE) students was +4,130 FTE higher than last fiscal year. In addition, first-time, full-time new students increased for the fourth year setting a new USM record with 15,478 students.

ALTERNATIVE(S): This item is presented for information purposes.

FISCAL IMPACT: This item is presented for information purposes.

CHANCELLOR'S RECOMMENDATION: This item is presented for information purposes.

COMMITTEE RECOMMENDATION: RECEIVED FOR INFORMATION

DATE: 10/30/24

BOARD ACTION:

DATE:

SUBMITTED BY: Ellen Herbst (301) 445-1923



UNIVERSITY SYSTEM
of MARYLAND

**FALL 2024
ENROLLMENT UPDATE
AND
FY 2025 ESTIMATED FTE
REPORT**

**Office of Decision Support & Strategic Analytics
Administration and Finance
University System of Maryland Office
October 2024**

Enrollment Report Background

The purpose of this annual report is to provide the Board of Regents with the updated preliminary fall headcount enrollment and full-time equivalent (FTE) enrollment estimate for the current fiscal year responsive to the Policy on Enrollment (III-4.10). The data came from mandatory Maryland Higher Education Commission (MHEC) preliminary enrollment reports and the University System of Maryland (USM) credit hour collections. This is the first opportunity to compare institutional enrollment projection to the actual fall enrollment and the budget submission fiscal year FTE to the estimated annualized fiscal year FTE based on the credit hours achieved in the fall semester. For additional information, please contact the Office of Decision Support and Strategic Analytics via e-mail at ir@usmd.edu.

Enrollment Highlights and Trends

The University System of Maryland total enrollment increased again. USM total enrollment for Fall 2024 returned to enrollment levels achieved prior to the COVID-19 Pandemic. For the fourth year in a row, the increase in first-time, full-time enrollment was a leading factor in replenishing institutional enrollment. The total first-time, full-time cohort broke last year's record-setting size to establish a new USM record.

- The preliminary Fall 2024 headcount enrollment is 171,396, up by +4,603 (+2.8%) students compared to Fall 2023. Without UMGC, the Fall 2024 enrollment stands at 107,757, which was an increase of +1,048 students compared to Fall 2023. (See Table A, Appendix Tables 1 & 5).
- The estimated FY 2025 FTE of 131,944 is an increase of +4,130 compared to FY 2024. Excluding UMGC, USM's FTE 90,708 estimate is an increase of +1,441 FTE compared to FY 2024. (See Table B).
- There is an increase of +453 first-time, full-time students in Fall 2024 (15,478) compared to Fall 2023 (15,025). Frostburg (598) reversed its multi-year first-time student decline with a significant gain (+127) compared to Fall 2023 (471). Other institutional one-year gains included Coppin (+98), Salisbury (+125), UBalt (+11), UMBC (+374), UMES (+68), and UMGC (+113). While most institutions exceeded the cohort size of Fall 2023, nearly all USM institutions enrolled first-time, full-time cohorts similar in size or greater than the size of the Fall 2019 pre-pandemic cohorts. (See Table 3).
- Across the System, undergraduate enrollment is 3.5% higher (+4,552) with increases in both full-time (+2,070) and part-time (+2,482) students. (See Table 2).
- Graduate enrollment was up +51 students, caused by a -204 drop in full-time students and partially offset by a gain of part-time (+225) students. UMCP (+373), TU (+127), BSU (+97), UMES (+89), and CSU (+12), increased graduate enrollment. (See Table 2 & 5).
- The combined enrollment of 11,727 at the USM's Historically Black Colleges and Universities (HBCUs) is an increase for the third year in a row (+378 or +3.3%). (See Tables 3, 4 & 5).

Fall 2024 Enrollment Compared to the Spring 2024 Enrollment Projections

The Board of Regents approved a ten-year enrollment projection in Spring 2024. In accordance with the Board oversight as stated in the Policy on Enrollment (III-4.10), the fall enrollment attainment will be compared to the approved enrollment projection. Table A compares the Fall 2023 actual enrollment with the Fall 2024 projections (completed in the spring) and the Fall 2024 preliminary enrollment.

**Table A. The University System of Maryland
Fall 2024 Enrollment
Compared to the USM Enrollment Projection**

	Fall 2023 Actual	Fall 2024 Enrollment Projection	Fall 2024 Preliminary Enrollment	Change Over	
				Fall 2024 Projection	Fall 2024 Actual
				Fall 24 Actual - Fall 24 Projection	Fall 24 Actual - Fall 23 Actual
BSU	6,408	6,513	6,353	-160	-55
CSU	2,101	2,132	2,211	79	110
FSU	4,075	4,115	4,104	-11	29
SU	7,029	7,336	7,025	-311	-4
TU	19,527	19,530	19,401	-129	-126
UBalt	3,101	3,102	3,232	130	131
UMB	6,667	6,665	6,637	-28	-30
UMBC	14,148	14,201	13,906	-295	-242
UMCP	40,813	40,900	41,725	825	912
UMES	2,840	2,905	3,163	258	323
UMGC	60,084	61,286	63,639	2,353	3,555
USM	166,793	168,685	171,396	2,711	4,603

Source--USM Enrollment Projections; MHEC EIS and S-7 updated 9-28-24

Prepared by: USM Office for Decision Support & Strategic Analytics

The preliminary Fall 2024 enrollment increased +4,603 compared to Fall 2023. Additionally, the preliminary Fall 2024 enrollment exceeds the spring projections by +2,711. The accuracy of USM 2024 enrollment projection was within two percentage points of the Fall 2024 preliminary enrollment actuals. While Salisbury equaled last year’s enrollment, the Fall 2024 actual enrollment was -311 fewer (-4.2%) than the Spring 2024 enrollment projection. Three institutions exceeding the enrollment projections by more than 3% were UMG (+3.8%), UBalt (+4.2%), and UMES (+8.9%).

FY 2025 Full-Time Equivalent (FTE) Student Estimate Compared to the FY 2025 Budget Submission

Table B displays the full-time equivalent (FTE) students calculated from the actual Fall 2024 credit hour enrollment. This annualized FTE estimate used a conservative methodology that calculated the average proportion of spring to fall credit hours for the recent five fiscal years. For comparability, Table B also provides each institution’s FY 2025 Budget Submission FTE and the FY 2024 actuals.

**Table B. The University System of Maryland
FY 2025 USM Annualized FTE Estimate
Compared to the FY 2025 Budget Submission**

	FY 2024 Actual FTE	FY 2025 Budget Submission	FY 2025 Annualized <u>ESTIMATED</u> FTE	Change Over	
				FY 2025 Budget Submission	FY 2024 Actual
			Per Fall 2024 Credit Hour Enrollment	FY 25 Estimate - FY 25 Budget	FY 25 Estimate - FY 24 Actual
BSU	5,129	5,118	5,014	-104	-115
CSU	1,729	1,743	1,845	102	116
FSU	3,016	3,103	3,091	-12	75
SU	6,253	6,259	6,303	44	50
TU	16,117	16,030	16,010	-20	-107
UBalt	2,201	2,139	2,138	-1	-63
UMB	6,775	6,676	6,952	276	177
UMBC	11,378	11,412	11,419	7	41
UMCP	34,087	33,936	35,134	1,198	1,047
UMES	2,582	2,641	2,802	161	220
UMGC	38,547	41,236	41,236	0	2,689
USM	127,814	130,293	131,944	1,651	4,130

Source--USM Enrollment Projections; MHEC EIS and S-7 updated 9-28-24

Prepared by: USM Office for Decision Support & Strategic Analytics

The FTE Credit-Hour Estimate variance is minimal and aligns with the operating budget. The largest deviation occurred at UMCP which submitted a lower FY 2025 FTE in the Budget Submission compared to the FY 2024 actual FTE. UMCP enrolled more full-time students than projected and generated +1,198 more credit hour FTE than included in the Budget Submission. Without UMCP, all other institutions combined were within 500 FTE of the FY 2025 Budget Submission. In total, USM institutions will generate +4,130 more credit hour FTE than in FY 2024.

TABLE 1
UNIVERSITY SYSTEM OF MARYLAND
CHANGES IN HEADCOUNT ENROLLMENT
Fall 2023-2024

	Fall 2023/2024 Headcount Change		
	Fall 2024 Headcount	Δ N from 2023	% Change from 2023
Bowie State University	6,353	(55)	-0.9%
Coppin State University	2,211	110	5.2%
Frostburg State University	4,104	29	0.7%
Salisbury University	7,025	(4)	-0.1%
Towson University	19,401	(126)	-0.6%
University of Baltimore	3,232	131	4.2%
University of Maryland, Baltimore	6,637	(30)	-0.4%
University of Maryland, Baltimore County	13,906	(242)	-1.7%
University of Maryland, College Park	41,725	912	2.2%
University of Maryland Eastern Shore	3,163	323	11.4%
University of Maryland Global Campus	63,639	3,555	5.9%
USM w/o UMGC Total	107,757	1,048	1.0%
USM Total	171,396	4,603	2.8%

Source: MHEC EIS (2015-2023) MHEC S-7 (2024)

TABLE 2
ENROLLMENT BY STUDENT LEVEL AND STATUS
Fall 2015-2024

Student Level & Status	Fall									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Undergraduates										
Full-Time: N	83,179	85,092	86,361	86,685	85,234	83,511	80,948	79,384	81,123	83,193
%	50.6%	49.5%	49.3%	49.1%	49.5%	49.1%	49.1%	48.8%	48.6%	48.5%
Part-Time: N	39,656	45,306	46,881	48,441	47,151	47,703	45,756	46,231	48,496	50,978
%	24.1%	26.3%	26.8%	27.5%	27.4%	28.0%	27.8%	28.4%	29.1%	29.7%
Total: N	122,835	130,398	133,242	135,126	132,385	131,214	126,704	125,615	129,619	134,171
%	74.7%	75.8%	76.1%	76.6%	76.9%	77.1%	76.9%	77.2%	77.7%	78.3%
Graduate/First-Professional										
Full-Time: N	17,734	17,731	17,653	17,653	17,337	16,944	17,725	18,084	18,146	17,942
%	10.8%	10.3%	10.1%	10.0%	10.1%	10.0%	10.8%	11.1%	10.9%	10.5%
Part-Time: N	23,930	23,867	24,281	23,644	22,492	22,022	20,422	18,924	19,028	19,283
%	14.5%	13.9%	13.9%	13.4%	13.1%	12.9%	12.4%	11.6%	11.4%	11.3%
Total: N	41,664	41,598	41,934	41,297	39,829	38,966	38,147	37,008	37,174	37,225
%	25.3%	24.2%	23.9%	23.4%	23.1%	22.9%	23.1%	22.8%	22.3%	21.7%
All Students										
Total	164,499	171,996	175,176	176,423	172,214	170,180	164,851	162,623	166,793	171,396

Source: MHEC EIS (2015-2023) MHEC S-7 (2024)

Note: Percentages are % of total headcount for each fall term.

TABLE 3
TRENDS IN ENROLLMENT OF FIRST-TIME FULL-TIME UNDERGRADUATES
Fall 2015-2024

First-Time Full-Time Undergraduates

Institution	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	One-Year % Change	Five-Year % Change
BSU	559	958	1,075	898	801	957	888	1,170	965	908	-5.9%	13.4%
CSU	242	383	383	389	429	291	172	332	369	467	26.6%	8.9%
FSU	931	829	774	735	739	627	582	496	471	598	27.0%	-19.1%
SU	1,186	1,328	1,326	1,285	1,467	1,214	1,214	1,376	1,296	1,421	9.6%	-3.1%
TU	2,708	2,750	2,735	2,990	2,789	2,380	2,569	2,662	2,996	2,931	-2.2%	5.1%
UBalt	137	138	107	76	40	62	60	26	22	33	50.0%	-17.5%
UMBC	1,543	1,518	1,759	1,777	1,692	1,652	2,035	2,135	1,858	2,232	20.1%	31.9%
UMCP	3,934	4,543	5,178	6,021	5,326	5,289	6,007	5,533	6,136	5,795	-5.6%	8.8%
UMES	1,011	698	560	501	508	466	443	578	717	785	9.5%	54.5%
UMGC	149	192	131	132	225	141	135	125	195	308	57.9%	36.9%
USM	12,400	13,337	14,028	14,804	14,016	13,079	14,105	14,433	15,025	15,478	3.0%	10.4%
MD H.S. Grads*	66,688	67,002	67,091	68,215	68,033	70,512	69,073	71,830*	72,940*	75,310*		

Source: MHEC Preliminary Opening Fall Enrollment (2024) and EIS (2015-2023) Public and non-public high school graduates data come from Western Inerstate Commission for Higher Education (WICHE) and Maryland Longitudinal Data System (MLDS) combined with National Center for Education Statistics Private School Universe Survey (NCES PSS).

*The 2022-2024 actual Maryland high school graduates is currently not available; WICHE estimates used.

TABLE 4
HISTORICALLY BLACK INSTITUTIONS
ENROLLMENT TRENDS
Fall 2015-2024

Year	Undergraduate	Graduate	Total	% Change Total
Fall 2015	10,725	2,278	13,003	-0.8%
Fall 2016	10,495	2,017	12,512	-3.8%
Fall 2017	10,555	1,976	12,531	0.2%
Fall 2018	10,267	1,984	12,251	-2.2%
Fall 2019	9,943	1,838	11,781	-3.8%
Fall 2020	9,531	1,713	11,244	-8.2%
Fall 2021	9,037	1,756	10,793	-4.0%
Fall 2022	9,068	1,731	10,799	0.1%
Fall 2023	9,331	2,018	11,349	5.1%
Fall 2024	9,511	2,216	11,727	3.3%

Source: MHEC EIS (2015-2023) MHEC S-7 (2024)

TABLE 5
ENROLLMENT TRENDS BY INSTITUTION
Fall 2015-2024

Institution	Undergraduates		Graduates/First Prof.		Total Headcount	Annual % Change	% of USM
	Full-Time	Part-Time	Full-Time	Part-Time			
Bowie State University							
Fall 2014	3,675	781	513	726	5,695	2.4%	4%
Fall 2015	3,533	782	474	641	5,430	-4.7%	3%
Fall 2016	3,939	772	412	546	5,669	4.4%	3%
Fall 2017	4,389	798	409	552	6,148	8.4%	4%
Fall 2018	4,421	887	463	549	6,320	2.8%	4%
Fall 2019	4,329	898	476	468	6,171	-2.4%	4%
Fall 2020	4,429	925	444	452	6,250	1.3%	4%
Fall 2021	4,344	1,037	471	456	6,308	0.9%	4%
Fall 2022	4,418	960	351	546	6,275	-0.5%	4%
Fall 2023	4,379	909	474	646	6,408	2.1%	4%
Fall 2024	4,309	827	495	722	6,353	-0.9%	4%
Coppin State University							
Fall 2014	2,046	638	151	298	3,133	-7.4%	2%
Fall 2015	2,007	661	137	303	3,108	-0.8%	2%
Fall 2016	1,888	619	133	299	2,939	-5.4%	2%
Fall 2017	1,854	653	150	236	2,893	-1.6%	2%
Fall 2018	1,765	597	121	255	2,738	-5.4%	2%
Fall 2019	1,804	579	113	228	2,724	-0.5%	2%
Fall 2020	1,606	502	74	166	2,348	-13.8%	1%
Fall 2021	1,353	492	65	191	2,101	-10.5%	1%
Fall 2022	1,335	422	75	174	2,006	-4.5%	1%
Fall 2023	1,393	417	100	191	2,101	4.7%	1%
Fall 2024	1,548	360	121	182	2,211	5.2%	1%
Frostburg State University							
Fall 2014	4,228	687	209	521	5,645	3.1%	3%
Fall 2015	4,176	785	238	557	5,756	2.0%	3%
Fall 2016	4,141	743	243	549	5,676	-1.4%	3%
Fall 2017	3,849	876	176	495	5,396	-4.9%	3%
Fall 2018	3,805	833	205	451	5,294	-1.9%	3%
Fall 2019	3,522	907	236	513	5,178	-2.2%	3%
Fall 2020	3,221	898	245	493	4,857	-6.2%	3%
Fall 2021	2,885	792	264	508	4,449	-8.4%	3%
Fall 2022	2,528	736	278	526	4,068	-8.6%	3%
Fall 2023	2,522	822	268	463	4,075	0.2%	2%
Fall 2024	2,549	873	269	413	4,104	0.7%	2%

TABLE 5
ENROLLMENT TRENDS BY INSTITUTION
Fall 2015-2024

Institution	Undergraduates		Graduates/First Prof.		Total Headcount	Annual % Change	% of USM
	Full-Time	Part-Time	Full-Time	Part-Time			
Salisbury University							
Fall 2014	7,350	647	354	419	8,770	1.5%	5%
Fall 2015	7,148	701	403	419	8,671	-1.1%	5%
Fall 2016	7,250	611	489	398	8,748	0.9%	5%
Fall 2017	7,191	591	520	412	8,714	-0.4%	5%
Fall 2018	7,081	569	516	401	8,567	-1.7%	5%
Fall 2019	7,090	596	530	401	8,617	0.6%	5%
Fall 2020	6,621	529	540	434	8,124	-5.7%	5%
Fall 2021	6,106	587	513	362	7,568	-6.8%	5%
Fall 2022	5,853	525	433	312	7,123	-5.9%	4%
Fall 2023	5,776	504	467	282	7,029	-1.3%	4%
Fall 2024	5,830	458	465	272	7,025	-0.1%	4%
Towson University							
Fall 2014	16,575	2,232	1,115	2,363	22,285	-1.0%	14%
Fall 2015	16,768	2,281	1,078	2,157	22,284	0.0%	14%
Fall 2016	16,893	2,305	1,081	2,064	22,343	0.3%	13%
Fall 2017	17,106	2,490	1,068	2,041	22,705	1.6%	13%
Fall 2018	17,350	2,468	1,035	2,070	22,923	1.0%	13%
Fall 2019	17,209	2,410	1,017	2,073	22,709	-0.9%	13%
Fall 2020	16,238	2,492	1,058	2,129	21,917	-3.5%	13%
Fall 2021	15,526	2,381	993	1,956	20,856	-4.8%	13%
Fall 2022	14,805	2,056	1,025	1,907	19,793	-5.1%	12%
Fall 2023	14,548	1,969	1,037	1,973	19,527	-1.3%	12%
Fall 2024	14,415	1,849	1,047	2,090	19,401	-0.6%	11%
University of Baltimore							
Fall 2014	2,089	1,396	1,295	1,642	6,422	-1.5%	4%
Fall 2015	2,056	1,288	1,235	1,650	6,229	-3.0%	4%
Fall 2016	1,995	1,227	1,153	1,608	5,983	-3.9%	3%
Fall 2017	1,716	1,233	1,084	1,532	5,565	-7.0%	3%
Fall 2018	1,470	1,099	1,039	1,433	5,041	-9.4%	3%
Fall 2019	1,192	905	997	1,382	4,476	-11.2%	3%
Fall 2020	1,050	849	1,049	1,221	4,169	-6.9%	2%
Fall 2021	868	736	990	1,115	3,709	-11.0%	2%
Fall 2022	755	614	983	936	3,288	-11.4%	2%
Fall 2023	693	599	967	842	3,101	-5.7%	2%
Fall 2024	663	814	987	768	3,232	4.2%	2%

**TABLE 5
ENROLLMENT TRENDS BY INSTITUTION
Fall 2015-2024**

Institution	Undergraduates		Graduates/First Prof.		Total Headcount	Annual % Change	% of USM
	Full-Time	Part-Time	Full-Time	Part-Time			
University of Maryland, Baltimore							
Fall 2014	571	221	4,392	1,092	6,276	-0.1%	4%
Fall 2015	620	246	4,325	1,138	6,329	0.8%	4%
Fall 2016	704	201	4,463	1,114	6,482	2.4%	4%
Fall 2017	718	211	4,514	1,260	6,703	3.4%	4%
Fall 2018	702	207	4,500	1,368	6,777	1.1%	4%
Fall 2019	695	183	4,399	1,550	6,827	0.7%	4%
Fall 2020	707	191	4,372	1,867	7,137	4.5%	4%
Fall 2021	724	206	4,419	1,895	7,244	1.5%	4%
Fall 2022	732	231	4,193	1,775	6,931	-4.3%	4%
Fall 2023	792	186	4,103	1,586	6,667	-3.8%	4%
Fall 2024	798	163	4,003	1,673	6,637	-0.4%	4%
University of Maryland Baltimore County							
Fall 2014	9,653	1,726	1,189	1,411	13,979	0.5%	9%
Fall 2015	9,592	1,651	1,160	1,436	13,839	-1.0%	8%
Fall 2016	9,484	1,658	1,167	1,331	13,640	-1.4%	8%
Fall 2017	9,543	1,691	1,126	1,302	13,662	0.2%	8%
Fall 2018	9,623	1,637	1,205	1,302	13,767	0.8%	8%
Fall 2019	9,436	1,624	1,257	1,285	13,602	-1.2%	8%
Fall 2020	9,220	1,712	1,216	1,349	13,497	-0.8%	8%
Fall 2021	9,147	1,688	1,536	1,267	13,638	1.0%	8%
Fall 2022	9,069	1,556	2,215	1,151	13,991	2.6%	9%
Fall 2023	9,073	1,417	2,450	1,208	14,148	1.1%	8%
Fall 2024	9,414	1,353	1,925	1,214	13,906	-1.7%	8%
University of Maryland, College Park							
Fall 2014	25,027	2,029	7,911	2,643	37,610	0.9%	23%
Fall 2015	25,410	2,033	8,091	2,606	38,140	1.4%	23%
Fall 2016	26,350	2,122	8,094	2,517	39,083	2.5%	23%
Fall 2017	27,708	2,160	8,107	2,546	40,521	3.7%	23%
Fall 2018	28,501	2,261	8,102	2,336	41,200	1.7%	23%
Fall 2019	28,390	2,121	7,877	2,355	40,743	-1.1%	24%
Fall 2020	28,160	2,715	7,460	2,374	40,709	-0.1%	24%
Fall 2021	28,424	2,497	8,006	2,344	41,271	1.4%	25%
Fall 2022	28,069	2,284	8,096	2,343	40,792	-1.2%	25%
Fall 2023	28,493	2,101	7,830	2,389	40,813	0.1%	24%
Fall 2024	29,225	1,908	8,115	2,477	41,725	2.2%	24%

TABLE 5
ENROLLMENT TRENDS BY INSTITUTION
Fall 2015-2024

Institution	Undergraduates		Graduates/First Prof.		Total Headcount	Annual % Change	% of USM
	Full-Time	Part-Time	Full-Time	Part-Time			
University of Maryland Eastern Shore							
Fall 2014	3,192	378	442	267	4,279	1.4%	3%
Fall 2015	3,291	451	485	238	4,465	4.3%	3%
Fall 2016	2,918	359	397	230	3,904	-12.6%	2%
Fall 2017	2,573	288	414	215	3,490	-10.6%	2%
Fall 2018	2,360	237	370	226	3,193	-8.5%	2%
Fall 2019	2,095	238	345	208	2,886	-9.6%	2%
Fall 2020	1,834	235	350	227	2,646	-8.3%	2%
Fall 2021	1,619	192	348	225	2,384	-9.9%	1%
Fall 2022	1,749	184	346	239	2,518	5.6%	2%
Fall 2023	2,059	174	356	251	2,840	12.8%	2%
Fall 2024	2,250	217	421	275	3,163	11.4%	2%
University of Maryland Global Campus							
Fall 2014	8,261	26,893	168	12,584	47,906	21.1%	30%
Fall 2015	8,578	28,777	108	12,785	50,248	4.9%	31%
Fall 2016	9,530	34,689	99	13,211	57,529	14.5%	33%
Fall 2017	9,714	35,890	85	13,690	59,379	3.2%	34%
Fall 2018	9,607	37,646	97	13,253	60,603	2.1%	34%
Fall 2019	9,472	36,690	90	12,029	58,281	-3.8%	34%
Fall 2020	10,425	36,655	136	11,310	58,526	0.4%	34%
Fall 2021	9,952	35,148	120	10,103	55,323	-5.5%	34%
Fall 2022	10,071	36,663	89	9,015	55,838	0.9%	34%
Fall 2023	11,395	39,398	94	9,197	60,084	7.6%	36%
Fall 2024	12,192	42,156	94	9,197	63,639	5.9%	37%
University System of Maryland - Totals							
Fall 2014	82,667	37,628	17,739	23,966	162,000	5.7%	100%
Fall 2015	83,179	39,656	17,734	23,930	164,499	1.5%	100%
Fall 2016	85,092	45,306	17,731	23,867	171,996	4.6%	100%
Fall 2017	86,361	46,881	17,653	24,281	175,176	1.8%	100%
Fall 2018	86,685	48,441	17,653	23,644	176,423	0.7%	100%
Fall 2019	85,234	47,151	17,337	22,492	172,214	-2.4%	100%
Fall 2020	83,511	47,703	16,944	22,022	170,180	-1.2%	100%
Fall 2021	80,948	45,756	17,725	20,422	164,851	-3.1%	100%
Fall 2022	79,384	46,231	18,084	18,924	162,623	-1.4%	100%
Fall 2023	81,123	48,496	18,146	19,028	166,793	2.6%	100%
Fall 2024	83,193	50,978	17,942	19,283	171,396	2.8%	100%

USM Fall 2024 Enrollment Update & FY 2025 Estimated Full-Time Equivalent (FTE)

Board of Regents

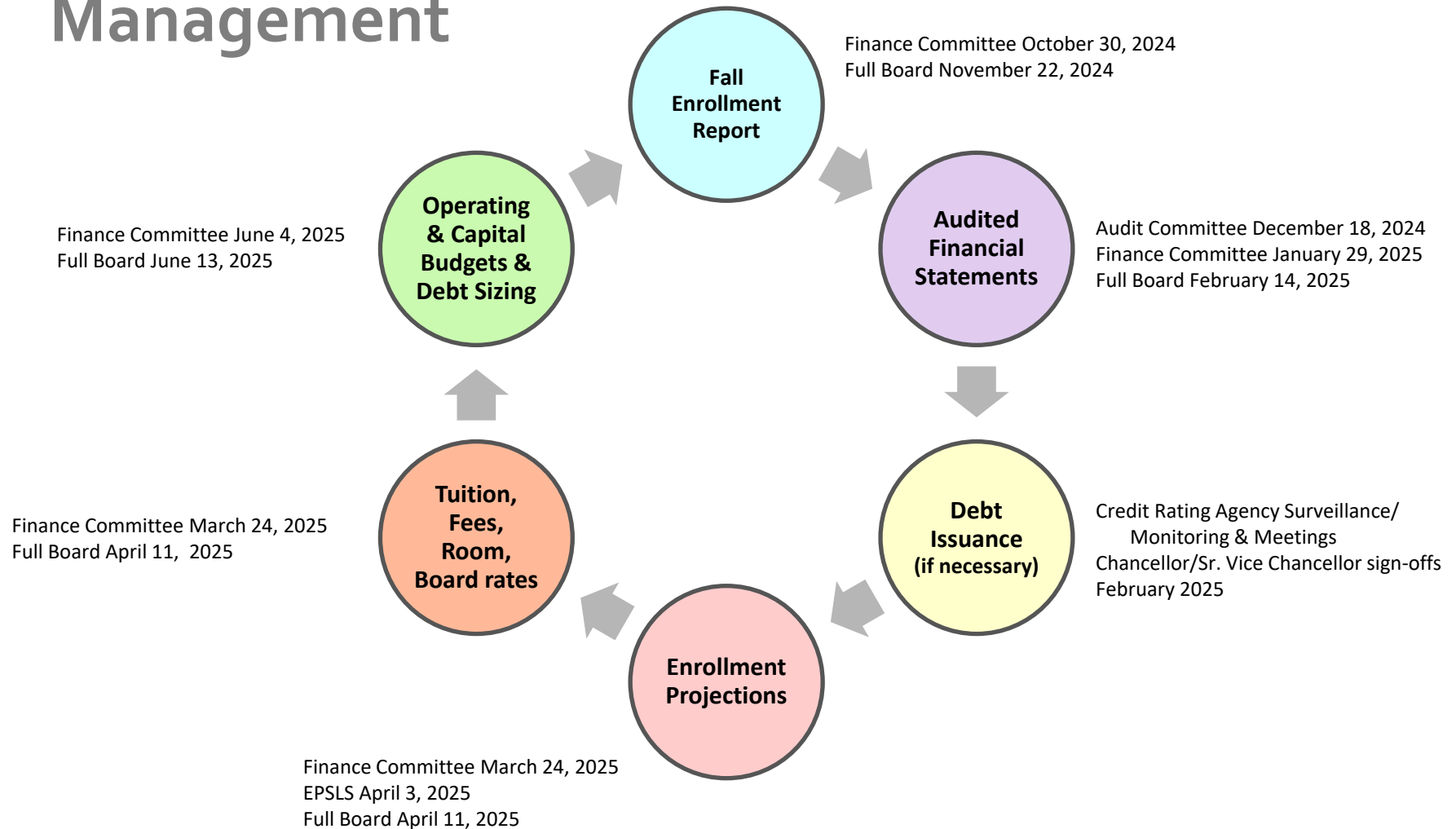


Decision Support & Strategic Analytics
Administration and Finance

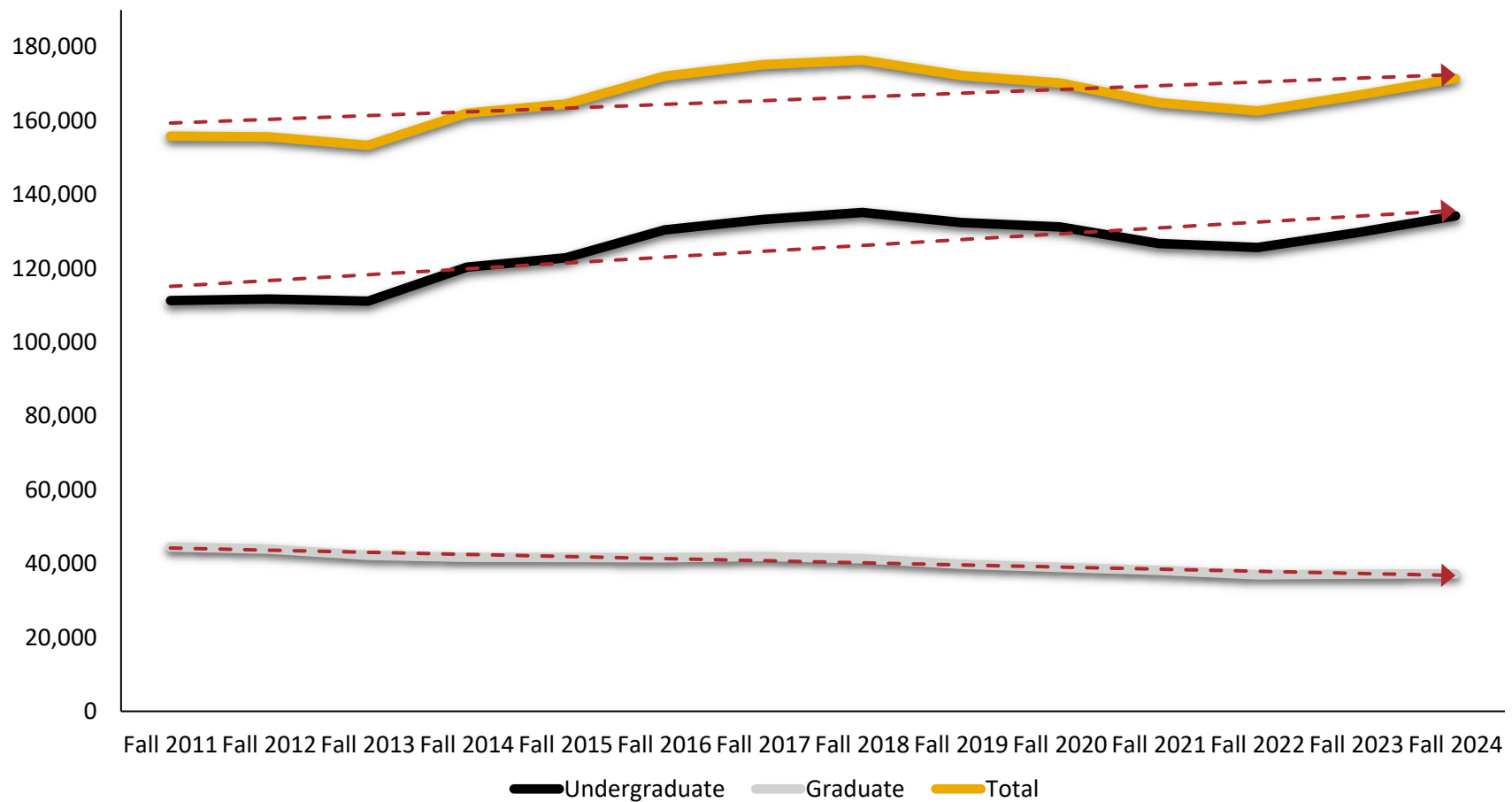
USM Enrollment Update Overview

- Per Board policy, enrollment attainment is compared according to campus enrollment plans approved by the board last spring 2024.
 - Fall 2024 USM enrollment is 171,396--up +2.8% or 4,603 students compared to Fall 2023. Exceeded the USM enrollment projection.
 - Record-setting cohort of first-time, full-time new freshmen—15,478.
- FTE estimate provides a fiscal outlook that is part of the fiscal management cycle.
 - Credit hour Full-Time Equivalent (FTE) Estimate is 131,944 -- 4,130+ FTE more than FY 2024.

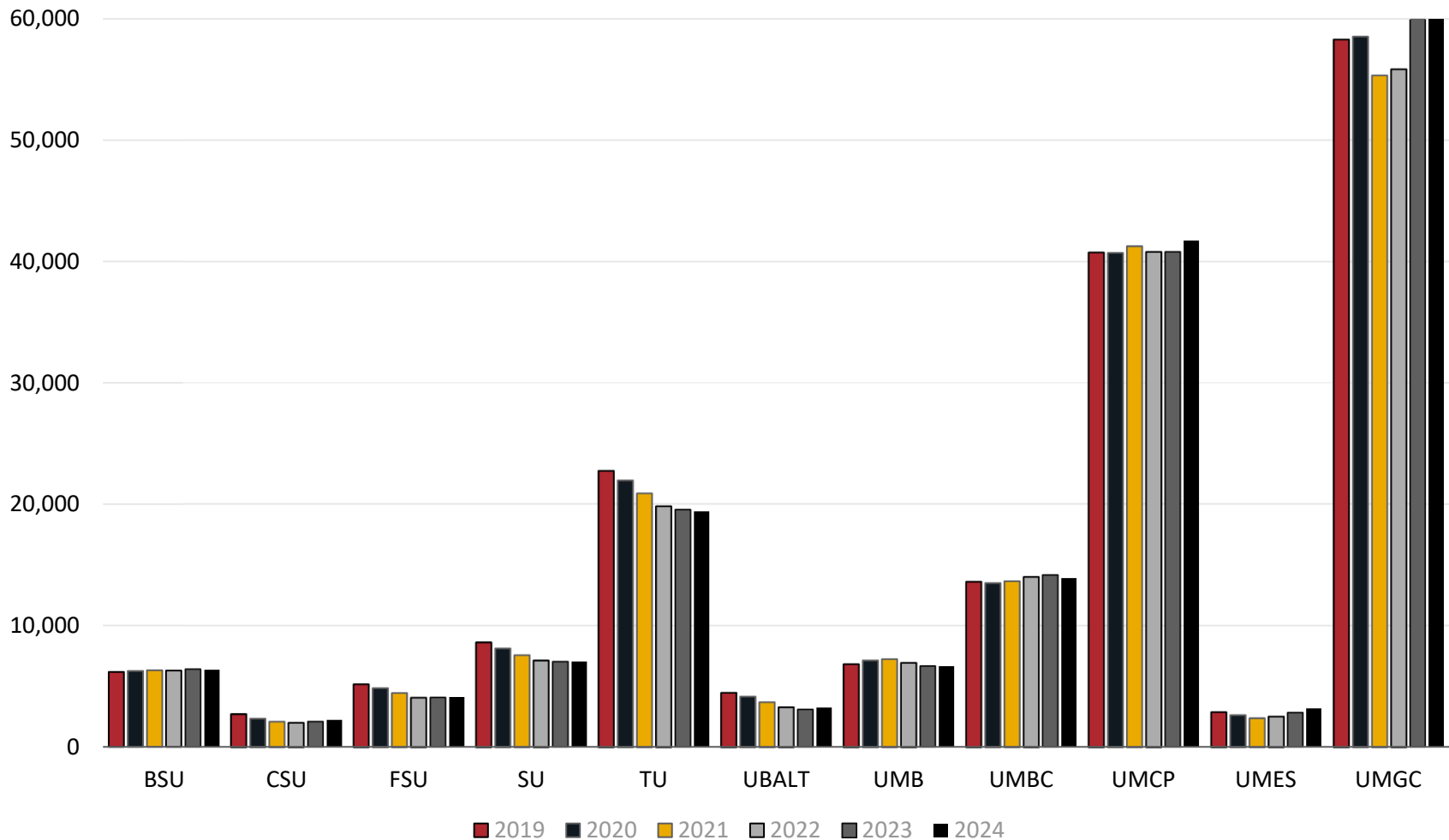
Annual Cycle for Inputs into Financial Management



USM Enrollment Trajectory (Fall 2011-2024)

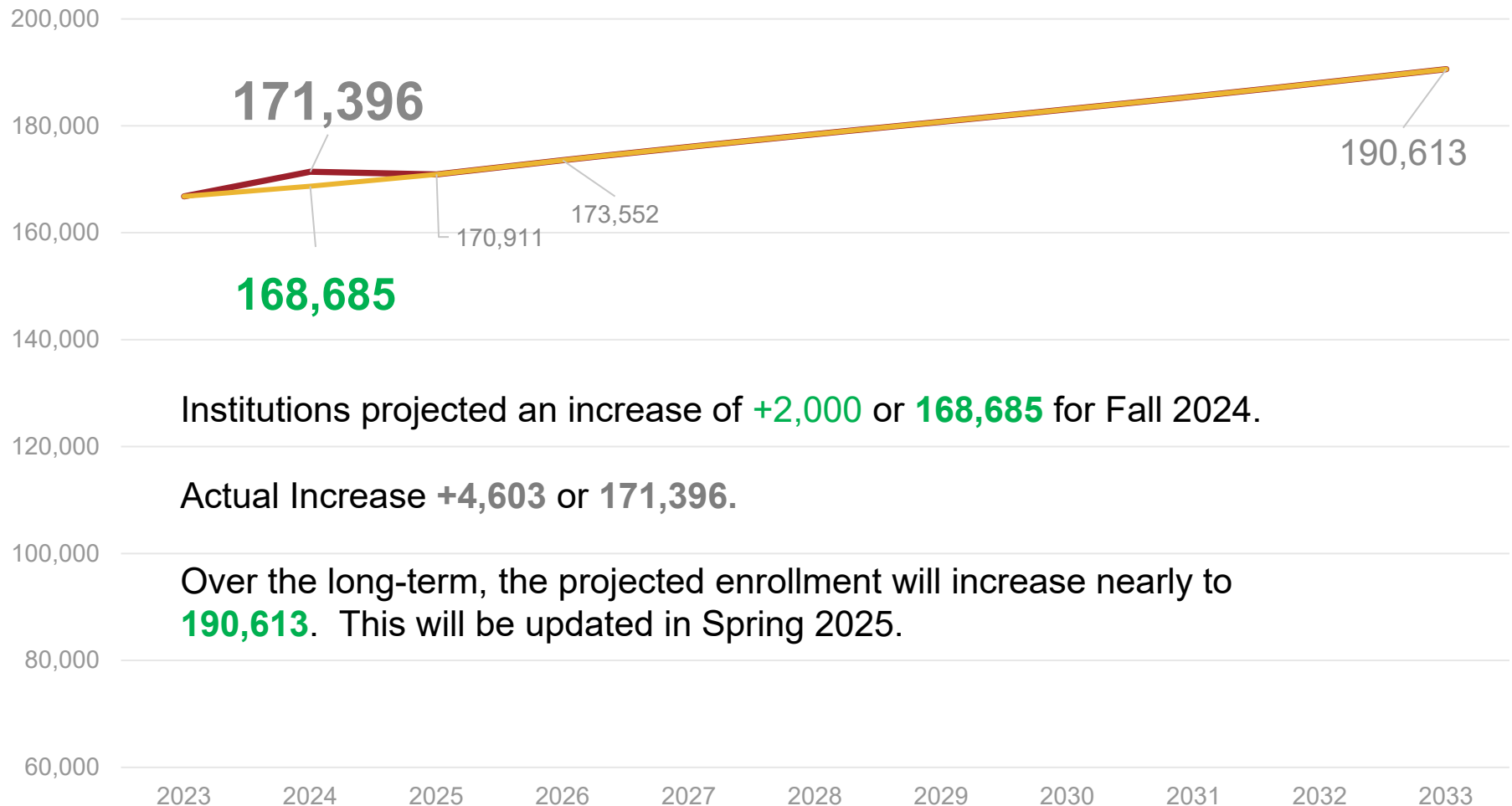


Enrollment Changes by Institution Fall 2019 - Fall 2024



Updated USM Enrollment Projections

Fall 2024 Actual VS Projected

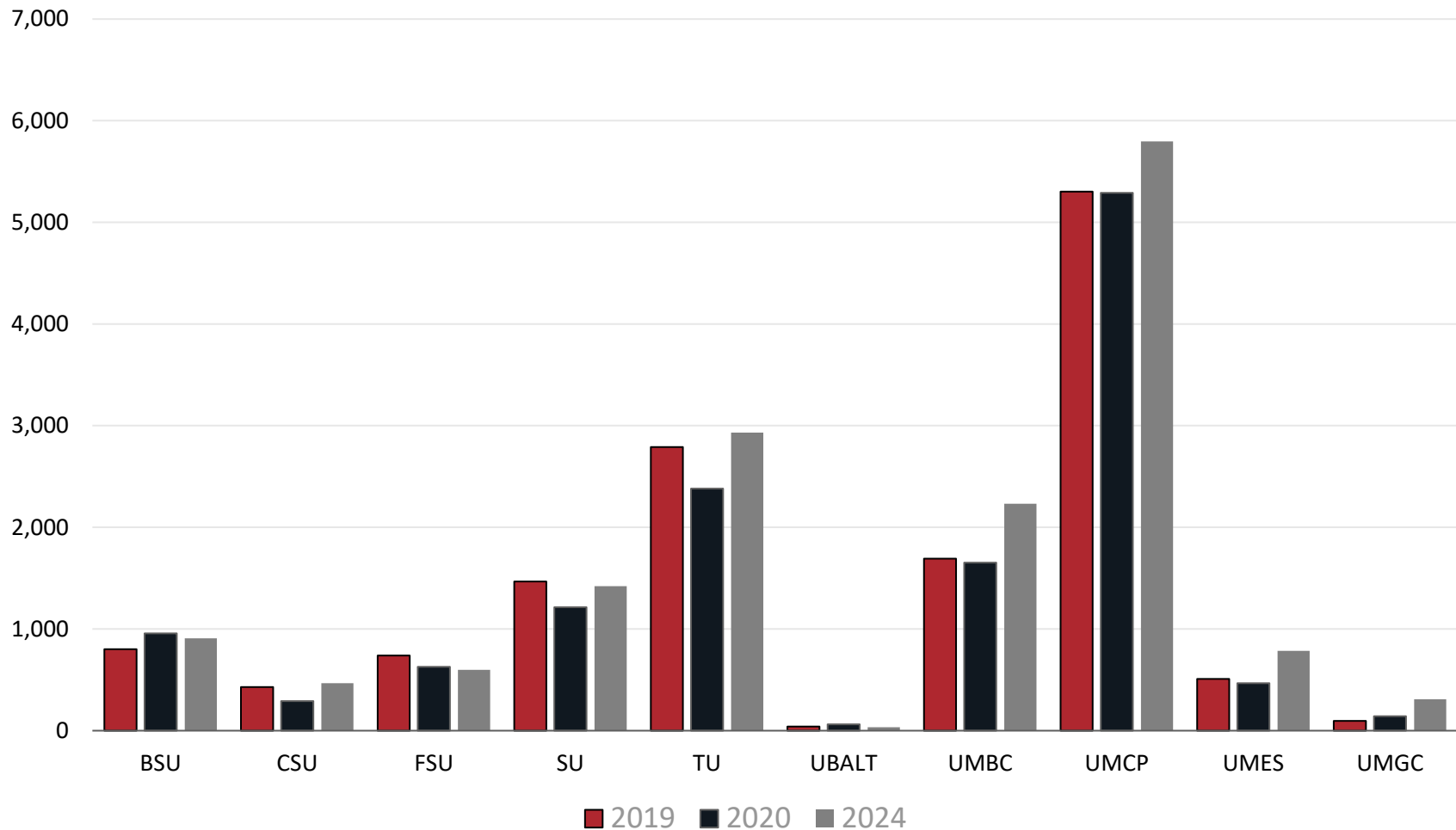


Institutions projected an increase of **+2,000** or **168,685** for Fall 2024.

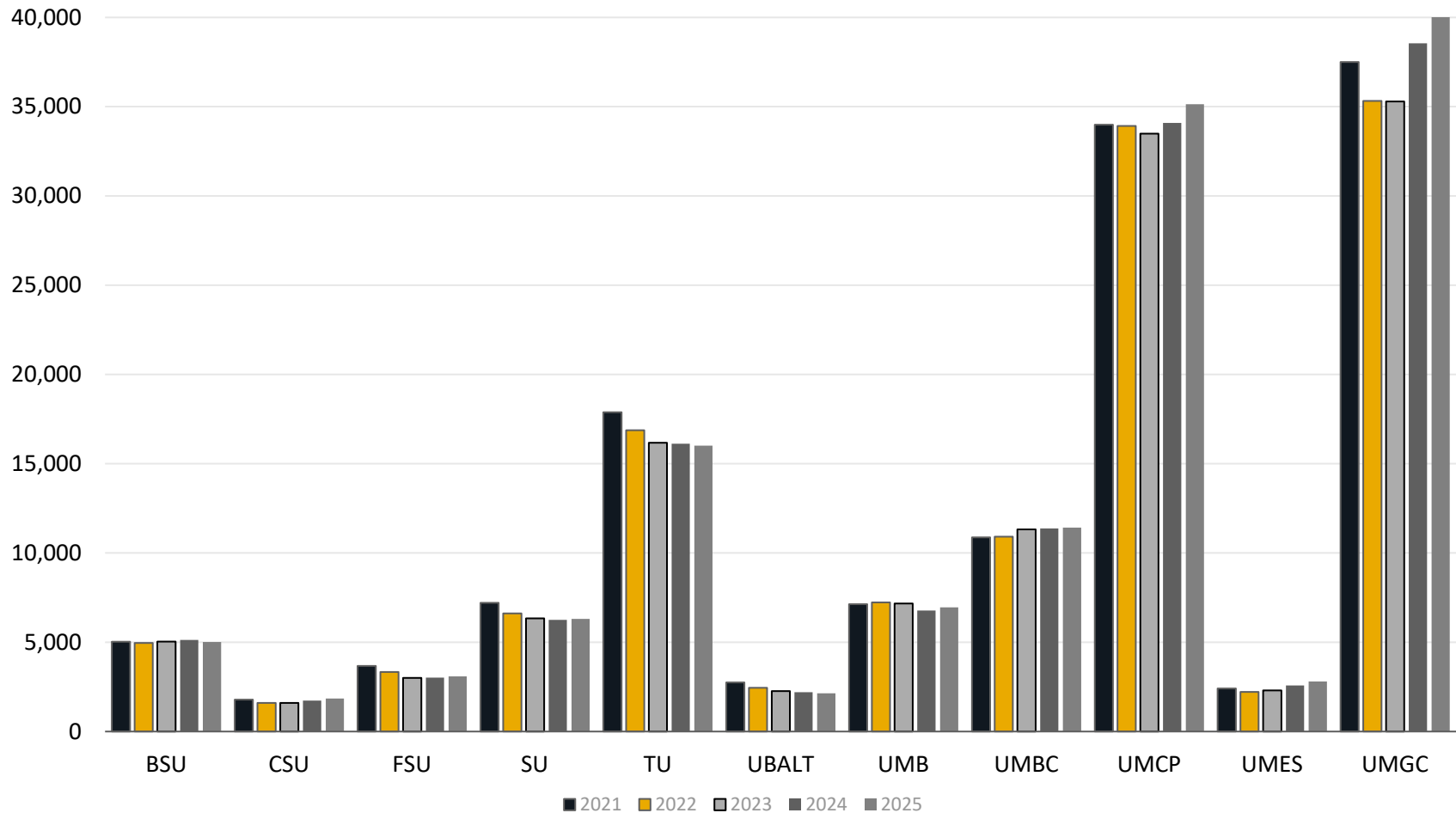
Actual Increase **+4,603** or **171,396**.

Over the long-term, the projected enrollment will increase nearly to **190,613**. This will be updated in Spring 2025.

First-Time, Full-Time New Undergraduates by Institution Pre-Pandemic (2019), Pandemic (2020) and Today (2024)



Fiscal Year Credit Hour Full-Time Equivalent by Institution FY 2021 – FY 2024 Actual & FY 2025 Estimate



National Trends & USM Summary

Nationally (NSC)	University System of Maryland
<p>First-time enrollment <u>declined</u> by 5%.</p> <ul style="list-style-type: none"> Public 4-year universities declined 8.6% Public 2-year colleges declined by 3.1% 	<p>First-time enrollment <u>increased</u> 3.0%.</p> <ul style="list-style-type: none"> 4th year of increases USM HBCU largest cohort since 2008
<p>Total enrollment increased 3.0%.</p> <ul style="list-style-type: none"> UG increased 2.1% GR increased 0.7% 	<p>Total enrollment increased 2.8%:</p> <ul style="list-style-type: none"> UG increased 3.5% GR increased 0.1%
<p>5.9% enrollment increase at US HBCUs</p>	<p>3.3% enrollment increase at USM HBCUs</p>
<p>National full-time and part-time enrollment increases.</p>	<p>USM increased full-time enrollment and expecting higher FTE.</p>

Questions?



Chad Muntz
Chief Analytics & Insight Officer
Office of Administration and Finance
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Cover Memo to HIEDA

TOPIC: High Impact Economic Development Activities (HIEDAs) Taskforce

COMMITTEE: Committee of the Whole

DATE OF MEETING: November 22, 2024

SUMMARY: To inform the board about the HIEDA Taskforce

ALTERNATIVE(S): No alternative is suggested

FISCAL IMPACT: There is no fiscal impact

CHANCELLOR'S RECOMMENDATION:

COMMITTEE ACTION:

DATE:

BOARD ACTION:

DATE:

SUBMITTED BY: Denise Wilkerson, dwilkerson@usmd.edu, 410-576-5734



University System of Maryland Board of Regents HIEDA Task Force

Purpose

The Board of Regents has initiated a task force to review the purpose, benefits, policies, and practices associated with **High Impact Economic Development Activities (HIEDAs)** across the system.

HIEDAs, as described in Board of Regents Policy [VIII-15.00 Policy on High Impact Economic Development Activities](#), are designed to “advance the economic interests of the state of Maryland through job creation, technology transfer or commercialization, or increased sponsored research funding or other revenue.” This policy and the establishment of HIEDA are codified in Maryland Education Code § 12-104.1, which defines HIEDA as an initiative, transaction, or other undertaking by the USM or one of its constituent entities to create or facilitate:

- 1) 20 or more new jobs in the State of Maryland;
- 2) The award or completion of at least \$ 1,000,000 in externally funded research or other projects;
- 3) The establishment or relocation of one or more new companies to be registered or incorporated in the State and doing business in the State;
- 4) The production of at least \$1,000,000 annual gross revenue;
- 5) The licensing and potential commercialization of a promising new technology or other product; or
- 6) An academic program to meet workforce demand in a documented labor shortage field.

Objectives

The HIEDA Task Force will conduct a comprehensive review of HIEDA structures, processes, and alignment with USM policy to identify areas for improvement and report findings and recommendations for the Board of Regents’ consideration.

Areas of Focus

1. USM HIEDA Policy Review

- Review the existing USM HIEDA policy.

- Identify and recommend any updates to ensure alignment with current best practices, organizational goals, and regulatory requirements.
2. **HIEDA Structures and Leadership Review**
 - Evaluate the four HIEDA structures and associated leadership roles and responsibilities.
 - Recommend revisions to enhance the clarity, efficiency, or effectiveness of these structures and roles.
 3. **HIEDA Processes, Policies, and Procedures Alignment**
 - Review the processes, policies, and procedures within the four HIEDA structures including financials.
 - Assess alignment with USM policies and standards and recommend any necessary updates for consistency and coherence.
 4. **Analysis of Organizational Constructs**
 - Document the benefits and limitations of utilizing a HIEDA organizational construct.
 - Compare HIEDA to other potential organizational models, particularly regarding their ability to foster innovation, entrepreneurship, and revenue generation.

Deliverables

The task force will:

- Provide an update on initial work and findings at the December 20, 2024, Board meeting
- Submit and present a comprehensive written report of its findings, analysis, and recommendations at the February 17, 2025, Board meeting

Membership

Andy Smarick, Chair
Hugh Breslin, Regent
Ellen Fish, Regent
Geoff Gonella, Regent
Steve Sibel, Regent
Robert Neall, Former Regent
Ellen Herbst, Senior Vice Chancellor
Leigh Ann Hess, Staff

Resources

David Mosca, Vice Chancellor for Accountability
Greg Fowler, President, University of Marland Global Campus
Darryll Pines, President, University of Maryland College Park
William Roberts, Chair, UMUC Ventures
Brit Kirwin, Chancellor Emeritus

MD Code Education 12-104-1

Maryland Code, Education § 12-104.1

Current as of December 31, 2021 | Updated by [FindLaw Staff](#)

(a) In this section, “high impact economic development activity” means an initiative, transaction, or other undertaking by the University System of Maryland or one of its constituent institutions to create or facilitate:

- (1) 20 or more new jobs in the State of Maryland;
 - (2) The award or completion of at least \$1,000,000 in externally funded research or other projects;
 - (3) The establishment or relocation of one or more new companies to be registered or incorporated in the State and doing business in the State;
 - (4) The production of at least \$1,000,000 of annual gross revenue;
 - (5) The licensing and potential commercialization of a promising new technology or other product; or
 - (6) An academic program to meet workforce demand in a documented labor shortage field.
- (b) To promote the economic interests of the State as mandated in [§§ 10-205\(c\)](#) and [15-107](#) of this article, the University System of Maryland shall utilize its powers as a public corporation established in [§ 12-104](#) of this subtitle to undertake high impact economic development activities that support:

- (1) Job creation and workforce development;
- (2) Technology transfer, commercialization, and entrepreneurship; and
- (3) Increased sponsored research funding and other revenues.

(c) In order for an activity to qualify as a high impact economic development activity:

- (1) The president of a constituent institution, or the president's designee, shall forward a request to the Chancellor for certification that the activity meets the criteria defined in subsection (a) of this section; and
- (2) The Chancellor, or the Chancellor's designee, shall notify the Board of Regents and the Board of Public Works of any certified activity for review.

(d)(1) Notwithstanding any other provision of law, for any high impact economic development activity within the scope of [§ 5-310](#) or [§ 10-305 of the State Finance and Procurement Article](#),

Retrieved from <https://codes.findlaw.com/md/education/md-code-educ-sect-12-104-1/> on November 18, 2024.

the Board of Regents shall be fully responsible for administering the review and comment process prescribed in those sections.

(2) In administering the review and comment process prescribed in [§§ 5-310](#) and [10-305 of the State Finance and Procurement Article](#), the Board of Regents shall include in that process the appropriate legislative committees and units of State government, which may include:

- (i) Committees of the General Assembly;
- (ii) The Board of Public Works;
- (iii) The Maryland Historic Trust;
- (iv) The Department of Planning;
- (v) The Department of the Environment; and
- (vi) The Department of Natural Resources.

(3) The Board of Regents shall adopt policies and procedures to ensure that the notice and opportunity for review are conducted in a manner that provides a reasonable period to complete while not impairing the institution's capacity for the expeditious and successful pursuit of a high impact economic development activity.

(e) On or before October 1 of each year, the Board of Regents shall report to the Board of Public Works and, in accordance with [§ 2-1257 of the State Government Article](#), the Senate Finance Committee, the House Economic Matters Committee, the Senate Budget and Taxation Committee, and the House Appropriations Committee on the high impact economic development activities undertaken under this section during the preceding fiscal year.

TOPIC: Convening Closed Session

COMMITTEE: Committee of the Whole

DATE OF MEETING: November 22, 2024

SUMMARY: The Open Meetings Act permits public bodies to close their meetings to the public in special circumstances outlined in §3-305 of the Act and to carry out administrative functions exempted by §3-103 of the Act. The Board of Regents will now vote to reconvene in closed session. As required by law, the vote on the closing of the session will be recorded. A written statement of the reason(s) for closing the meeting, including a citation of the authority under §3-305 and a listing of the topics to be discussed, is available for public review.

It is possible that an issue could arise during a closed session that the Board determines should be discussed in open session or added to the closed session agenda for discussion. In that event, the Board would reconvene in open session to discuss the open session topic or to vote to reconvene in closed session to discuss the additional closed session topic.

ALTERNATIVE(S): No alternative is suggested.

FISCAL IMPACT: There is no fiscal impact

CHANCELLOR'S RECOMMENDATION: The Chancellor recommends that the BOR vote to reconvene in closed session.

COMMITTEE ACTION:

DATE:

BOARD ACTION:

DATE:

SUBMITTED BY: Denise Wilkerson, dwilkerson@usmd.edu, 410-576-5734

STATEMENT CLOSING A MEETING - November 22 2024

FINAL



STATEMENT REGARDING CLOSING A MEETING
OF THE USM BOARD OF REGENTS

Date: November 22, 2024
Time: Approximately 11:00 a.m.
Location: Universities at Shady Grove

STATUTORY AUTHORITY TO CLOSE A SESSION

Md. Code, General Provisions Article §3-305(b):

- (1) To discuss:
 - [X] (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or
 - [X] (ii) Any other personnel matter that affects one or more specific individuals.
- (2) [X] To protect the privacy or reputation of individuals with respect to a matter that is not related to public business.
- (3) [] To consider the acquisition of real property for a public purpose and matters directly related thereto.
- (4) [] To consider a preliminary matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.
- (5) [X] To consider the investment of public funds.
- (6) [] To consider the marketing of public securities.
- (7) [] To consult with counsel to obtain legal advice on a legal matter.
- (8) [] To consult with staff, consultants, or other individuals about pending or potential litigation.
- (9) [X] To conduct collective bargaining negotiations or consider matters that relate to the negotiations.

- (10) [] To discuss public security, if the public body determines that public discussions would constitute a risk to the public or public security, including:
- (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans.
- (11) [] To prepare, administer or grade a scholastic, licensing, or qualifying examination.
- (12) [] To conduct or discuss an investigative proceeding on actual or possible criminal conduct.
- (13) [] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.
- (14) [] Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- (15) [] To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to:
- (i) security assessments or deployments relating to information resources technology;
 - (ii) network security information, including information that is:
 1. related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity;
 2. collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or
 3. related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or
 - (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

Md. Code, General Provisions Article §3-103(a)(1)(i):

- [] Administrative Matters

TOPICS TO BE DISCUSSED:

1. Meetings with two presidents as part of their performance reviews;
2. Information update on investment performance;
3. Update on status of collective bargaining at USM institutions;

4. Information update regarding specific personnel contracts subject to review under BOR VII-10.0 Policy on Board of Regents Review of Certain Contracts and Employment Agreements;
5. Information update regarding addendums to specific personnel contracts subject to review under BOR VII-10.0 Policy on Board of Regents Review of Certain Contracts and Employment Agreements;
6. Consideration of proposal by an institution to name two centers after individuals;
7. Updates on a two personnel matters concerning individual employees at USM institutions.

REASON FOR CLOSING:

1. To maintain confidentiality of discussions in connection with employee performance reviews (§3-305(b)(1));
2. To maintain confidentiality of discussions of the investment of public funds (§3-305(b)(5));
3. To maintain confidentiality of a discussion of ongoing collective bargaining negotiations (§3-305(b)(9));
4. To maintain confidentiality of personal information concerning individuals who are proposed to have a center named after them at an institution (§3-305(b)(1)(ii) and (2));
5. To maintain confidentiality of discussions regarding individual personnel matters (§3-305(b)(1)); and
6. To maintain confidentiality of discussions regarding specific employment agreements and compensation (§3-305(b)(1)).