



Finance, Investment, and Audit Committee

SMCM Faculty/Staff Liaisons

Tuesday, September 24, 2024 at 3:00 PM EDT to Tuesday, September 24, 2024 at 4:00 PM EDT

Virtual Meeting

Meeting Details: <https://smcm.zoom.us/j/83379078551>

Meeting ID: 833 7907 8551

Passcode: 8675309

Agenda

**BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE**

**OPEN SESSION
REPORT SUMMARY**

Date of Meeting: September 24, 2024

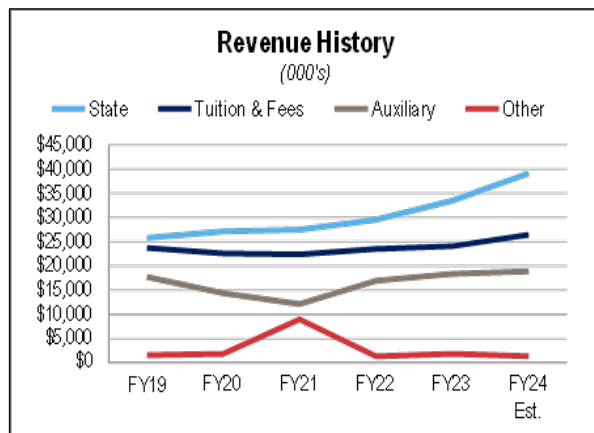
Date of Next Meeting: TBD

Committee Chair: John Wobensmith '93

Committee Members: Nick Abrams '99, Anirban Basu, Board Chair John Bell '95, Lex Birney, Susan Lawrence Dyer, Sven Holmes, President Tuajuanda Jordan, Faculty Finance Delegate Charles Holden, Ray Wernecke

Staff Member: Amir Mohammadi

Dashboard Metrics



Discussion Items

Status of the FY24 Operating Budget Closing and the Annual Financial Statement Audit

FY24 preliminary and un-audited results are 99% accurate at this time. Actual current fund unrestricted revenues of \$90.329M were more than budgeted by \$3.849M. Expenditures and transfers totaled \$92.959M, which was \$2.740M more than the \$90.219M that was budgeted. Overall, expenses exceeded revenue by \$2.63M, but \$3.790M from the 2020 revenue bond supported approved operating expenditures, producing a net positive year-end position of \$332K.

The fiscal year closed on June 30, 2024. The audited statements are on track to be presented to the Finance, Investment, and Audit Committee and to the Board of Trustees for review and approval in January 2025.

Strategic Investments from Bond Proceeds

The FY25 anticipated College expenses to be supported by the bond currently total \$3.83M, which includes strategic planning initiatives from “*The Rising Tide*,” resulting in an expected remaining balance of \$5.2M for FY26, the final year for initiatives available from bond proceeds. FY25 anticipated bond expenditures and allocated bond spending by category follow.

Information Items

Moody’s Rating

Moody’s Investors Service, a leading global provider of credit ratings, research, and risk analysis, lowered the outlook on St. Mary’s College of Maryland from stable to negative to with an A2 rating on June 20, 2024. Moody’s noted that the College’s credit quality incorporates its excellent operating environment with solid financial support from the State of Maryland as well as well as our unique role as the state’s only stand-alone, residential public honors college.

Joint Investment Activities

As of July 31, 2024, the total market value of the Foundation’s endowment was \$40.2M. The endowment consists of two parts: the endowed funds held at JP Morgan (\$40M), and the WesBanco shares (\$252K). In FY25, the endowed funds managed by JP Morgan have increased in market value by \$563K, comprised of \$52K in income, \$541K increase in investment value, and distributions of \$30K.

Invested endowment funds, managed by 19/19 Investment Counsel, have a market value of \$5.02M as of August 30, 2024. Funds are currently invested in a mix of fixed income instruments and equities. Over a 12-month period, the endowment funds have increased in market value by \$646K, with an annualized rate of return of 14.77%.

AFSCME Memorandum of Understanding 2023-2026

St. Mary’s College of Maryland and the American Federation of State, City, and Municipal Employees ratified a Memorandum of Understanding between the two parties in June 2024. A summary of the changes and additions to the previous MOU is included in the material. Negotiations regarding articles affecting Public Safety continue.

Action Items

II.A. Revision of the FY25 Current Fund Operating Budget

The revision incorporates enrollment projection changes based on latest data from institutional research and a reduction of the state appropriation of 1% initiated on July 17, 2024. Changes in operating expenses include a reduction in projected utility costs, increases to incorporate academic faculty start-up carry-forward from FY24, additional funding to enhance the modernization of residence halls, and increases in expenses beyond normal operating to fund the Wi-Fi upgrade. The FY24 budget surplus was carried forward to offset FY24 unencumbered expenses and the additional funds added to the modernization of residence halls planned for FY25.

II.B. Reconciliation of the FY24 Plant Fund Budget

FY24 plant fund activity is reconciled to the end of the fiscal year and new projects, approved in February 2024, have been added. Eight major projects with a value greater than \$200K continue,

with a FY25 balance remaining of \$3.5M. The plant fund currently carries \$2.188M in expenses related to the Calvert Hall remediation and repairs due to the fire. We are in the final steps of providing the documentation to the state treasurer's office for reimbursement.

II.C. Approval of the 2024 Performance Accountability Report

The Performance Accountability Report (PAR) is a report required by the State of Maryland that assesses the College's progress on a variety of goals and objectives including academics, enrollment, retention and graduation, financial aid, and student outcomes. The report provides data on specific metrics as well as a narrative describing strengths and challenges.

The recommendation for approval of the PAR is contingent upon the endorsement of the Campus Life and the Academic Affairs Committees.



**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MEETING OF SEPTEMBER 24, 2024**

AGENDA

- I. DISCUSSION ITEMS**
 - A. Status of the FY24 Operating Budget Closing and the Annual Financial Statement Audit
 - B. Strategic Investments from Bond Proceeds

- II. ACTION ITEMS**
 - A. Revision of the FY25 Current Fund Operating Budget
 - B. Reconciliation of the FY24 Plant Fund Budget
 - C. Approval of the 2024 Performance Accountability Report

- III. INFORMATION ITEMS**
 - A. Moody's Rating
 - B. Reportable Procurement Items
 - C. Joint Investment Activities
 - D. AFSCME Memorandum of Understanding 2023-2026
 - E. Dashboards
 - F. Minutes (Meetings of May 10, 2024 and May 30, 2024)

- IV. MOTION AND VOTE TO CLOSE THE MEETING**

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

A portion of this meeting will be held in closed session.

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
SEPTEMBER 24, 2024
DISCUSSION ITEM I.A.
STATUS OF THE FY24 OPERATING BUDGET CLOSING AND
THE ANNUAL FINANCIAL STATEMENT AUDIT**

Please note that these figures are un-audited.

FY24 preliminary and un-audited results are 99% accurate at this time. On a cash basis, actual current fund unrestricted revenues of \$90.329M were more than budgeted by \$3.849M. Expenditures and transfers totaled \$92.959M, which was \$2.740M more than the \$90.219M that was budgeted.

Overall, expenses exceeded revenue by \$2.63M, but \$3.790M from the 2020 revenue bond supported approved operating expenditures, producing a net positive year-end position of \$332K.

The fiscal year closed on June 30, 2024. The entrance interview with audit firm Clifton, Larsen, Allen, LLP (CLA) took place in June 2023. Review and adjustments for year-end are well underway. The fieldwork visit was conducted by the CLA on September 18, 2024, after which the auditors have been working remotely. We remain on schedule and the audited statements are on track to be presented to the Finance, Investment, and Audit Committee and to the Board of Trustees for review and approval in January 2025.

ST. MARY'S COLLEGE OF MARYLAND

SMCM FY24 Results to Date as of 9-17-2024

	BOT Approved	FY24 as of 09/17/2024	FY24
	Projected FY24 Budget	Expenses to date through 6/30/2024	Variance to Actual Budget Projection
Undergraduate*+5:98	1544	1532 FT (432 F)	1532 FT (432 F)
In-State Full-Time Student Head Count	1401	1386	(1%)
In-State Part- Time Student (Count Per Credit Hour)	3086	1805	(42%)
DC Resident Full-Time Student Head Count	20	21	5%
Out-of-State Full-Time Student Head Count	119	125	5%
Out-of-State Part-Time Student (Count Per Credit Hour)	0	178	
Graduate	0	0	
MAT Program Student Head Count	24	9	(63%)
St. Mary's College Revenues			
Tuition Revenue			
Undergraduate			
In-State Full-Time Student Tuition	17,605,760	16,767,896	(5%)
In-State Part-Time Student (Tuition Per Credit Hour)	926,132	571,704	(38%)
DC Resident Full-Time Student Tuition	442,320	442,320	0%
Out-of-State Full-Time Student Tuition	3,411,232	3,781,759	11%
Out-of-State Part-Time Student (Tuition Per Credit Hour)		80,100	
Non-Degree Seeking Tuition Revenue		19,800	
Graduate			
MAT Program Tuition	396,720	152,903	(61%)
Subtotal Tuition Revenue	22,782,164	21,816,482	(4%)
Tuition Waivers Received from Other Institutions	210,000	264,394	26%
Total Tuition Revenue	22,992,164	22,080,876	(4%)
Fees			
Mandatory Fees Undergraduate	2,797,896	2,962,019	6%
Mandatory Fees Graduate		28,080	

Mandatory Fees Part-Time Students		13,852	
Other Fees (Course, Graduation, etc.)	686,713	877,985	28%
Sub-Total Fees Revenue	3,484,609	3,881,936	11%
State Appropriations			
General Fund (Includes January Inflator - FY24)	36,635,000	36,735,000	0%
General Fund Addition* (FY24 COLA Increase)	-	1,447,912	
HEIF	2,549,840	2,549,840	0%
Sub-Total State Appropriation Revenue	39,184,840	40,732,752	4%
Auxiliary Enterprises			
Residence Halls	11,448,461	11,877,340	4%
Dining Services	6,282,842	7,142,285	14%
Bookstore Operations	1,216,030	907,059	(25%)
Other Auxiliary Revenue (One Card General Revenue, Study Abroad Tours)		333,144	
Sub-Total Auxiliary Revenue	18,947,333	20,259,828	7%
Other Revenue Sources			
Sales & Services - Educational	812,675	475,473	(41%)
Quasi-Endowment (4% Spending Allocation of Cash Equities)	271,434	357,695	32%
Interest Income from Cash at State	111,066	1,142,984	929%
Treasurer Note Interest Return from Bond	422,257	813,317	93%
Foundation Unrestricted Support	-	75,000	
Other (Career Center, Registration fees, Faculty Housing Revenue, Miscellaneous)	254,400	509,627	100%
Sub-Total Other Revenue Sources	1,871,832	3,374,096	80%
Total Operating Revenues	86,480,778	90,329,488	4%
St. Mary's College Expenses			
Operating Expenses			
Contractual Payroll (includes student payroll)	4,381,605	4,139,143	6%
Travel	2,469,578	1,940,272	27%
Utilities and Fuel	4,506,400	3,717,230	21%
Contractual Services	5,962,049	9,326,922	(36%)
Supplies	2,747,922	2,070,778	33%
Equipment	1,236,201	3,823,070	(68%)
All Other Operating Expenses	2,271,756	2,520,607	(10%)
Sub-Total Operating Expenses	23,575,511	27,538,022	(14%)
Auxiliary Expenses			
Dining Services (Bon Appetit costs)	4,908,659	5,123,819	(4%)

Bookstore Operations	962,069	1,034,610	(7%)
Sub-Total Auxiliary Expenses	5,870,728	6,158,429	(5%)
Other Expenses			
Institutional Expense	644,372	294,926	118%
Debt Services	3,806,841	3,793,219	0%
Sub-Total Other Expenses	4,451,213	4,088,145	9%
Scholarship/Waiver Expenses			
Tuition Waivers	836,445	995,029	(16%)
Total Scholarships	8,450,000	8,795,833	(4%)
Sub-Total Scholarship/Waiver Expenses	9,286,445	9,790,862	(5%)
Sub-Total SMCM Expenses (Non-FT Personnel)	43,183,897	47,575,458	(9%)
St. Mary's College FT Personnel Expenses			
Personnel - Wages	32,215,108	30,650,973	5%
Personnel - Benefits, Wage Changes, Savings, Miscellaneous)	13,031,770	12,707,612	3%
Sub-Total FT Personnel Expenses	45,246,878	43,358,585	4%
Total Expenses	88,430,775	90,934,043	(3%)
Additional Expenses Beyond Normal Operating Budget			
FY24 ERP, WI-FI Upgrades, Security Cameras Annual Lease			
ERP Project	1,000,000	1,233,114	(19%)
WI-FI Upgrades	400,000	-	
Security Cameras Annual Lease	388,713	234,264	66%
FY24 Strategic Plan "The Rising Tide" Initiatives to the Bond	-	499,021	
FY24 Strategic Plan "The Rising Tide" Initiatives to Operating Expenses	-	58,992	
Sub-Total Additional Expenses Beyond Normal Operating Budget	1,788,713	2,025,391	(12%)
Additional Revenues Beyond Normal Operating Budget			
Strategic Initiatives to the Bond (Non-FT Personnel Expenses)	3,760,251	3,789,627	(1%)
Transfer from Fund Balance (Transfer Due to FY24 Rollovers to FY25 for Unencumbered Expenses + FY25 Increase		(827,850)	
Sub-Total Additional Revenues Beyond Normal Operating Budget	3,760,251	2,961,777	27%
Grand Total of Revenue (Total Operating Revenue + Additional Revenue)	90,241,029	93,291,265	(3%)
Grand Total of Expenses (Total Operating Expenses + Additional Expenses)	90,219,488	92,959,434	(3%)
Surplus/(Deficit)	21,541	331,831	

*This is 99% accurate at this point. The remaining surplus will be transferred to the surplus once the FY24 results are final.

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
SEPTEMBER 24, 2024
INFORMATION ITEM I.B.
STATUS OF STRATEGIC INVESTMENTS FROM BOND PROCEEDS**

The FY25 anticipated College expenses to be supported by the bond currently total \$3.83M, which includes strategic planning initiatives from "*The Rising Tide*," resulting in an expected remaining balance of \$5.2M for FY26, the final year for initiatives available from bond proceeds.

Supporting materials include:

Allocated bond spending by category for FY22, FY23, and FY24.

Projected bond spending for FY25.

Categories of bond spending for FY22, FY23, and FY24.

Allocated Bond Spending by Category	Amount Allocated	Amount Actually Spent in FY22 & FY23	Amount Actually Spent in FY24	Amount Projected for FY25	Balance
Retaining Excellent Faculty	\$5,000,000				
Osprey and Eagle Named Junior Professorships		\$3,069,946	\$1,737,845	\$1,789,980	
Osprey and Eagle Research Awards		\$102,974	\$80,000	\$80,000	
Balance Remaining					-\$1,860,746
Student Engagement/LEAD Focused Programs	\$5,800,000				
Center for Career & Professional Development - Program Enhancements		\$503,508			
Center for Career & Professional Development - Internships (Strategic Plan II.C.2)		\$217,599	\$288,000	\$288,000	
Student / Academic Support		\$493,476	\$140,000		
Study Aboard Program - Financial Assistance (Strategic Plan I.B.2)			\$81,900	\$165,000	
Honors College Promise Program - Student Research (Strategic Plan II.C.2)			\$130,000	\$212,000	
Executive Motor Coach Initiative			\$225,000		
Marine Science Research Vessel				\$513,000	
Marine Science Lab Equipment				\$178,000	
Balance Remaining					\$2,364,517
Student Recruitment/Retention	\$1,000,000				
Summer Bridge Program - Sum Primus LLC		\$8,073	\$28,625		
Presidio for IT Assessment - Resident Hall and Academic Connectivity Improvements		\$122,268			
"Must Go To" Programs (Strategic Plan III.A.1)			\$31,167	\$40,000	
Out-of-State Recruitment Initiative (Strategic Plan III.B.1)			\$40,000	\$40,000	
Student Alumni Mentor Program (Strategic Plan II.C.1)				\$12,500	
Expand Seahawk Experience (Strategic Plan II.B.1)				\$25,000	
Rebrand Campus Life Experience (Residential & Commuter Students) (Strategic Plan II.B.3)				\$105,000	
Travel/Transitional Grants (Strategic Plan III.B.2)				\$50,000	
International Recruitment (Strategic Plan III.B.2)				\$40,000	
Spanish Speaking Diversity Recruitment Specialist Salary + Benefits Cost (Strategic Planning Initiative)				\$90,000	
Campus Transportation Initiative (Strategic Plan II.B.4)				\$115,000	
Balance Remaining					\$309,617
Development of New LEAD-Focused Curricular and Co-Curricular Programming	\$2,420,000				
Throwing Sports Project - Student Recruitment/Retention		\$100,000			
Marine Science Near Shore Vessel (Maritime 233)		\$98,531			
Design Costs for Renovation for Schaefer Hall for Marine Science Lab		\$161,800			
Iver C. Franzen Maritime - Marine Science Research Vessel Design Services		\$8,000	\$11,500		
Renovation Costs for Schaefer Hall for Marine Science Lab			\$442,632		
Marine Science Instructional Lab Equipment (Estimated Cost)			\$30,958		
Composite Yachts - Design, Research and Development Services for Marines Science Research Vessel			\$64,500		
Create Community-Based Learning Courses (Strategic Plan IV.B.1)			\$5,000	\$35,000	
Neuroscience - EEG Machine			\$30,000		
New Program Market Analysis (Strategic Plan I.A.1)				\$25,000	
Balance Remaining					\$1,407,079
Recruitment of New Faculty and Staff in LEAD Areas	\$1,400,000				
Academic Search (Senior Professor of Business Administration)		\$52,975			
Dr. Elka Porter - Marine Studies Faculty (Base Salary + Start-up costs) (Two years begins in FY23)		\$115,628	\$20,000	\$30,000	
Dr. Silvio Borrero, William Seale Professor of Business (base salary + start-up costs + moving expenses) (Two years begins in FY23)		\$15,000	\$23,000		
Coordinator of Studio Art (Base Salary + FICA) (Two years begins in FY24)			\$71,500		
Marine Science Instructional/Lab Coordinator (Base Salary + FICA) (Two years begins in FY24)			\$78,000		
Assistant Professor of Business (Base Salary + FICA) (Two years begins FY24)			\$125,500		
Performing Arts, Theatre Visiting Assistant Professor (Base Salary + FICA) (Two years begins in FY24)			\$78,000		
Balance Remaining					\$790,397
Enhanced Business Efficiency	\$500,000				
NEC Campus Phone System Upgrade		\$540,073			
All Marine - Install of Boat Lift River Center		\$8,162			
Balance Remaining					-\$48,235
Operating Budget Contingency	\$2,200,000				
No Cost to Date		\$0	\$0	\$0	
Balance Remaining					\$2,200,000

FY22 Categories of Bond Spending	FY22 Actual Costs	Available Balance
Starting Balance		\$20,000,000
<i>Cost of Issuance*</i>	\$716,415	
Starting Strategic Allocation Balance (April 1, 2021)		\$19,283,585
FY21 Faculty Payouts	\$793,488	
FY22 Faculty Payout	\$76,978	
Private Advisory Group (wealth advisor services for exiting faculty)	\$4,900	
Retaining Excellent Faculty (\$5.0M)		
FY22 Osprey and Eagle Named Junior Professorships	\$1,534,973	
Osprey & Eagle Research Awards	\$49,444	
Student Engagement/LEAD Focused Programs (\$5.8M)		
Center for Career and Professional Development (program enhancements)	\$188,750	
Student Retention Programs (\$1.0M)		
Presidio for IT Assessment	\$122,268	
Development of New LEAD-Focused Curricular and Co-Curricular Programming (\$2.42M)		
Throwing Sports Project (student recruitment/retention)	\$100,000	
Marine Science Near Shore Vessel (Maritime 233)	98,531	
Design Costs for Renovation for Schaefer Hall for Marine Science Lab	161,800	
Recruitment of New Faculty and Staff in LEAD Areas (\$1.4M)		
Academic Search (Senior Professor of Business Administration)	\$52,975	
Total Spent for FY22	\$3,184,107	

** Wells Fargo Corporate Trust Fees (\$8,500), Greenberg Traurig Investors Counsel Fee (\$103,600), Whiteford Taylor & Preston Attorney Fee (\$53,012), PFM Financial Advisors Financial Advisory Fee (\$47,712), Jefferies LLC Placement Agent Fee (\$500,000), St. Mary's College Miscellaneous Project Costs (\$3,591)*

FY23 Categories of Bond Spending	FY23 Actual Costs	Available Balance
Starting Balance		\$20,000,000
Cost of Issuance	\$716,415	
		\$19,283,585
Starting Strategic Allocation Balance (April 1, 2021)		
FY22 Bond Proceeds Drawdown	\$3,184,107	\$16,099,478
Retaining Excellent Faculty (\$5.0M)		
FY23 Osprey and Eagle Named Junior Professorships	\$1,534,973	
Osprey & Eagle Research Awards	\$53,530	
Student Engagement/LEAD Focused Programs (\$5.8M)		
Center for Career and Professional Development (program enhancements)	\$314,758	
Center for Career & Professional Development - Internships	\$217,599	
FY23 Student / Academic Support (part of FY23 SRI process)	\$493,476	
Student Retention Programs (\$1.0M)		
Summer Bridge Program - Sum Primus LLC	\$8,073	
Development of New LEAD-Focused Curricular and Co-Curricular Programming (\$2.42M)		
Iver C. Franzen Maritime - Marine Science Research Vessel design services	\$8,000	
Recruitment of New Faculty and Staff in LEAD Areas (\$1.4M)		
Dr. Elka Porter - Marine Studies Faculty (Base Salary + Start-up costs)	\$115,628	
Dr. Silvio Borrero, William Seale Professor of Business - start-up costs only for FY23 - salary paid from the Foundation	\$15,000	
Enhanced Business Efficiency (\$0.5M)		
NEC Campus Phone System Upgrade	\$540,073	
All Marine - Install of Boat Lift River Center	\$8,162	
Total Spent	\$3,309,272	

Additional FY23 Bond Spending for Drawdown

FY23 Actual Costs

Retaining Excellent Faculty (\$5.0M)	
Osprey & Eagle Research Awards	\$4,427
Development of New LEAD-Focused Curricular and Co-Curricular Programming (\$2.42M)	
Iver C. Franzen Maritime - Marine Science Research Vessel design services	\$8,000
Additional Drawdown Total	\$12,427

Total Drawdown for FY23	\$3,309,272
Original Drawdown for FY23	\$3,296,845

FY24 Categories of Bond Spending	Amount Spent or Anticipated Expenditures	Available Balance
Starting Balance		\$20,000,000
<i>Cost of Issuance</i>	\$716,415	
		\$19,283,585
Starting Strategic Allocation Balance (April 1, 2021)		
FY22 Bond Proceeds Drawdown	\$3,184,107	\$16,099,478
FY23 Bond Proceeds Drawdown	\$3,309,272	\$12,790,206
FY24 Projected Anticipated Expenses		
Retaining Excellent Faculty (\$5.0M)		
FY24 Osprey and Eagle Named Junior Professorships	\$1,737,845	
Osprey and Eagle Research Awards	\$80,000	
Student Engagement/LEAD Focused Programs (\$5.8M)		
FY24 Student / Academic Support	\$140,000	
Center for Career & Professional Development - Internships (Strategic Plan II.C.2)	\$288,000	
Study Aboard Program - Financial Assistance (Strategic Plan I.B.2)	\$81,900	
Honors College Promise Program - Student Research (Strategic Plan II.C.2)	\$130,000	
Executive Motor Coach Initiative (Strategic Plan II.B.4)	\$225,000	
Student Retention Programs (\$1.0M)		
Sum Primus (Summer Bridge Program)	\$28,625	
"Must Go To" Programs (Strategic Plan III.A.1)	\$31,167	
Out of State Recruitment Initiative (Strategic Plan III.B.1)	\$40,000	
Development of New LEAD-Focused Curricular and Co-Curricular Programming (\$2.42M)		
Renovation Costs for Schaefer Hall for Marine Science Lab	\$442,632	
Design Costs for Schaefer Hall for Marine Science Lab	\$26,500	
Marine Science Instructional Lab Equipment	\$30,958	
Design, Research and Development Services for Marine Science Research Vessel	\$64,500	
Iver C. Franzen Maritime - Marine Science Research Vessel Redesign Services	\$11,500	
Create Community-Based Learning Courses (Strategic Plan IV.B.1)	\$5,000	
Neuroscience - EEG Machine	\$30,000	
Recruitment of New Faculty and Staff in LEAD Areas (\$1.4M)		
Dr. Elka Porter, Marine Studies Faculty (Year two start-up costs)	\$20,000	
Dr. Silvio Borrero, William Seale Professor of Business (Year two start-up costs)	\$23,000	
Coordinator of Studio Art (Base Salary + FICA)	\$71,500	
Marine Science Instructional/Lab Coordinator (Base Salary + FICA)	\$78,000	
Assistant Professor of Business (Base Salary + FICA)	\$125,500	
Performing Arts, Theatre Visiting Assistant Professor (Base Salary + FICA)	\$78,000	
Current Total of FY24 Expenses	\$3,789,627	\$9,000,578

FY25 Categories of Anticipated Bond Spending	Amount Spent or Anticipated Expenditures	Available Balance
Starting Balance		\$20,000,000
<i>Cost of Issuance</i>	\$716,415	
		\$19,283,585
Starting Strategic Allocation Balance (April 1, 2021)		
FY22 Bond Proceeds Drawdown	\$3,184,107	\$16,099,478
FY23 Bond Proceeds Drawdown	\$3,309,272	\$12,790,206
FY24 Bond Proceeds Drawdown	\$3,789,627	\$9,000,578
FY25 Projected Anticipated Expenses		
Retaining Excellent Faculty (\$5.0M)		
FY25 Osprey and Eagle Named Junior Professorships	\$1,789,980	
Osprey and Eagle Research Awards	\$80,000	
Student Engagement/LEAD Focused Programs (\$5.8M)		
Center for Career and Professional Development - Internships (Strategic Plan II.C.2)	\$288,000	
Study Aboard Program - Financial Assistance (Strategic Plan I.B.2)	\$165,000	
Honors College Promise Program - Student Research (Strategic Plan II.C.2)	\$212,000	
Marine Science Research Vessel	\$513,000	
Marine Science Lab Equipment	\$178,000	
Student Retention Programs (\$1.0M)		
Expand Seahawk Experience (Strategic Plan II.B.1)	\$25,000	
Rebrand Campus Life Experience (Residential and Commuter Students) (Strategic Plan II.B.3)	\$105,000	
Student Alumni Mentor Program (Strategic Plan II.C.1)	\$12,500	
"Must Go To" Programs (Strategic Plan III.A.1)	\$40,000	
Spanish Speaking Diversity Recruitment Specialist Salary + Benefits Cost (Strategic Plan III.A.2)	\$90,000	
Out of State Recruitment Initiative (Strategic Plan III.B.1)	\$40,000	
Travel/Transitional Grants (Strategic Plan III.B.2)	\$50,000	
International Recruitment (Strategic Plan III.B.2)	\$40,000	
Campus Transportation Initiative (Strategic Plan II.B.4)	\$115,000	
Development of New LEAD-Focused Curricular and Co-Curricular Programming (\$2.42M)		
New Program Market Analysis (Strategic Plan I.A.1)	\$25,000	
Create Community-Based Learning Courses (Strategic Plan IV.B.1)	\$35,000	
Recruitment of New Faculty and Staff in LEAD Areas (\$1.4M)		
Dr. Elka Porter, Marine Studies Faculty (Year three start-up costs)	\$30,000	
Current Total of FY25 Projected Anticipated Expenses	\$3,833,480	\$5,167,098

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
SEPTEMBER 24, 2024
ACTION ITEM II.A.
REVISION OF THE FY25 CURRENT FUND OPERATING BUDGET**

RECOMMENDED ACTION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees, St. Mary's College of Maryland, of revisions to the current fund operating budget for fiscal year 2025, as attached.

RATIONALE

Maryland law entrusts the development and approval of the operating budget for the College to the Board of Trustees. Authorization of the attached FY25 current fund operating budget will allow the College to continue its mission of providing high-quality, public, post-secondary education.

The revision incorporates enrollment projection changes based on latest data from institutional research and a reduction of the state appropriation of 1% initiated on July 17, 2024. Changes in operating expenses include: a reduction in projected utility costs, increases in various expense categories to incorporate academic faculty start-up carry-forward from FY24, additional funding to enhance the modernization of residence halls, and increases in additional expenses beyond normal operating to fund the Wi-Fi upgrade project that was originally budgeted in FY24, but not encumbered or completed until FY25. Additionally, the FY24 budget surplus was carried forward to offset FY24 unencumbered expenses and the additional funds added to the modernization of residence halls planned for FY25.

ST. MARY'S COLLEGE OF MARYLAND

SMCM FY25 Budget Approved by BOT 06/13/2024 & Revisions as of 9/18/2024

	FY24 as of 09/17/2024	FY25 Approved Budget	FY25 Revised Budget - 9/18/2024	FY25
	Expenses to date through 6/30/2024	0% T, 0%F, 3.9% Room, 3.9% Board	0% T, 0%F, 3.9% Room, 3.9% Board	Variance between FY25 Approved & Revised
Undergraduate*	1532 FT (432 F)	1557 FT (400 F)	1552 FT (403 F)	1552 FT (403 F)
In-State Full-Time Student Head Count	1386	1403	1392	(1%)
In-State Part- Time Student (Count Per Credit Hour)	1805	1949	1949	0%
DC Resident Full-Time Student Head Count	21	22	22	0%
Out-of-State Full-Time Student Head Count	125	132	137	4%
Out-of-State Part-Time Student (Count Per Credit Hour)	178	150	150	0%
Graduate	0			
MAT Program Student Head Count	9	18	14	(22%)
St. Mary's College Revenues				
Tuition Revenue				
Undergraduate				
In-State Full-Time Student Tuition	16,767,896	16,998,748	16,865,472	(1%)
In-State Part-Time Student (Tuition Per Credit Hour)	571,704	584,700	584,700	0%
DC Resident Full-Time Student Tuition	442,320	486,552	486,552	0%
Out-of-State Full-Time Student Tuition	3,781,759	3,721,344	3,862,304	4%
Out-of-State Part-Time Student (Tuition Per Credit Hour)	80,100	67,500	67,500	0%
Non-Degree Seeking Tuition Revenue	19,800	15,360	15,360	0%
Graduate				
MAT Program Tuition	152,903	297,540	231,420	(22%)
Subtotal Tuition Revenue	21,816,482	22,171,744	22,113,308	(0%)
Tuition Waivers Received from Other Institutions	264,394	210,000	210,000	0%
Total Tuition Revenue	22,080,876	22,381,744	22,323,308	(0%)
Fees				
Mandatory Fees Undergraduate	2,962,019	4,857,840	4,842,240	(0%)
Mandatory Fees Graduate	28,080	87,948	68,404	(22%)
Mandatory Fees Part-Time Students	13,852	102,326	102,326	0%
Other Fees (Course, Graduation, etc.)	877,985	794,720	794,720	0%
Reduction for Mandatory Fees Transferred to Student Government Association (SGA)		(425,250)	(425,250)	0%
Reduction for Mandatory Fees Transferred to Plant Facility Fund		(1,568,700)	(1,568,700)	0%
Sub-Total Fees Revenue	3,881,936	3,848,884	3,813,740	(1%)
State Appropriations				
General Fund				
Reduction of 1% July 17, 2024	36,735,000	36,851,675	36,851,675	0%
FY2025 COLA Salary Adjustments (Final Amount Pending State Calculation)	1,447,912	1,800,000	1,800,000	0%
HEIF	2,549,840	2,549,840	2,549,840	0%
Sub-Total State Appropriation Revenue	40,732,752	41,201,515	40,815,515	(1%)
Auxiliary Enterprises				
Residence Halls	11,877,340	11,947,312	11,947,312	0%
Dining Services	7,142,285	7,108,351	7,108,351	0%
Bookstore Operations	907,059	929,000	929,000	0%

Other Auxiliary Revenue (One Card General Revnue, Study Abroad Tours)	333,144	-	-	
Sub-Total Auxiliary Revenue	20,259,828	19,984,663	19,984,663	0%
Other Revenue Sources				
Sales & Services - Educational	475,473	500,000	500,000	0%
Quasi-Endowment (4% Spending Allocation of Cash Equities)	357,695	176,800	176,800	0%
Interest Income from Cash at State	1,142,984	850,000	850,000	0%
Treasurer Note Interest Return from Bond	813,317	462,313	462,313	0%
Foundation Unrestricted Support	75,000	75,000	75,000	0%
Other (Career Center, Registration fees, Faculty Housing Revenue, Miscellaneous)	509,627	300,000	300,000	0%
Sub-Total Other Revenue Sources	3,374,096	2,364,113	2,364,113	0%
Total Operating Revenues	90,329,488	89,780,919	89,301,339	(1%)
St. Mary's College Expenses				
Operating Expenses				
Contractual Payroll (includes student payroll)	4,139,143	4,129,680	4,129,680	0%
Travel	1,940,272	2,295,605	2,321,492	(19%)
Utilities and Fuel	3,717,230	4,450,000	4,015,000	11%
Contractual Services	9,326,922	7,971,923	7,977,923	(0%)
Supplies	2,070,778	2,012,284	2,012,284	0%
Equipment	3,823,070	1,297,029	1,375,499	(6%)
All Other Operating Expenses	2,520,607	1,603,924	1,603,924	0%
Sub-Total Operating Expenses	27,538,022	23,760,445	23,435,803	1%
Auxiliary Expenses				
Dining Services (Bon Appetit costs)	5,123,819	4,800,000	4,800,000	0%
Bookstore Operations	1,034,610	925,000	925,000	0%
Sub-Total Auxiliary Expenses	6,158,429	5,725,000	5,725,000	0%
Other Expenses				
Institutional Expense	294,926	500,000	500,000	0%
Debt Services	3,793,219	3,429,035	3,429,035	0%
Sub-Total Other Expenses	4,088,145	3,929,035	3,929,035	0%
Scholarship/Waiver Expenses				
Tuition Waivers	995,029	787,000	787,000	0%
Total Scholarships	8,795,833	8,750,000	8,750,000	0%
Sub-Total Scholarship/Waiver Expenses	9,790,862	9,537,000	9,537,000	0%
Sub-Total SMC M Expenses (Non-FT Personnel)	47,575,458	42,951,480	42,626,838	1%
St. Mary's College FT Personnel Expenses				
Personnel - Wages	30,650,973	33,918,647	33,918,647	0%
Personnel - Benefits, Wage Changes, Savings, Miscellaneous Items)	12,707,612	13,186,792	13,186,792	0%
Sub-Total FT Personnel Expenses	43,358,585	47,105,439	47,105,439	0%
Total Expenses	90,934,043	90,056,919	89,732,276	0%
Additional Expenses Beyond Normal Operating Budget				
FY25 Security Cameras Annual Lease	234,264	234,266	234,266	0%
FY25 ERP Final Implementation Costs	1,233,114	650,000	650,000	0%
FY25 Support for Middles States Reaffirmation of Accreditation		66,360	66,360	0%
FY25 Montgomery Hall Temporary Relocation Expense		325,000	325,000	0%
FY25 Modernization of Residence Halls		300,000	600,000	(50%)
FY25 Wifi Upgrade Project (Carryover from FY24)		-	417,475	(100%)
FY25 Strategic Plan "The Rising Tide" Initiatives to the Bond	499,021	1,242,500	1,242,500	0%
FY25 Strategic Plan "The Rising Tide" Initiatives to Operating Expenses	58,992	179,000	179,000	0%
Sub-Total Additional Expenses Beyond Normal Operating Budget	2,025,391	2,997,126	3,714,601	(19%)

Additional Revenues Beyond Normal Operating Budget				
Strategic Initiatives to the Bond (Non-FT Personnel Expenses)	3,789,627	3,455,480	3,455,480	0%
Carry-forward of FY24 Surplus to Offset FY24 Unencumbered Expenses		-	527,850	(100%)
Carry-forward of FY24 Surplus to Increase FY25 Modernization of Residence Halls		-	300,000	(100%)
Transfer from Fund Balance (Transfer Due to FY24 Rollovers to FY25 for Unencumbered Expenses + FY25 Increase to Residence Hall Enhancement)	(827,850)			
Sub-Total Additional Revenues Beyond Normal Operating Budget	2,961,777	3,455,480	4,283,330	(19%)
Grand Total of Revenue (Total Operating Revenue + Additional Revenue)	93,291,265	93,236,399	93,584,669	(0%)
Grand Total of Expenses (Total Operating Expenses + Additional Expenses)	92,959,434	93,054,045	93,446,877	(0%)
Surplus/(Deficit)	331,831	182,354	137,792	32%

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
SEPTEMBER 24, 2024
ACTION ITEM II.B
RECONCILIATION OF THE FY24 PLANT FUND BUDGET**

RECOMMENDED ACTION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees, St. Mary's College of Maryland, of the following revisions to the plant fund budget for FY25, as provided.

RATIONALE

The attached schedules are provided for informational purposes and include the final approved FY24 plant budget with the addition of new projects that were approved by the Board of Trustees in February 2024.

Eight major projects with a value greater than \$200K continue, with a FY25 balance remaining of \$3.5M. Projects with value greater than \$200K require explicit Board of Trustees approval. FY24 plant fund activity is reconciled to the end of the fiscal year, and new projects approved in February 2024 have been added.

It is noted that the plant fund currently carries \$2.188M in expenses that are related to the Calvert Hall remediation and repairs due to the contractor related fire. We are in the process of the final steps of reconciliation to the state treasurer's office for reimbursement. This process has been ongoing as the state treasurer's office requires that all invoices must be paid in full prior to submitting a request for reimbursement, unfortunately, some of the data equipment and furniture that had to be replaced had sufficient lead times.

St. Mary's College of Maryland
Action Item Reconciliation of the FY23 Plant Fund (Capital Budget)
FY24 Plant Project Summary

For June 30, 2024

FY24 Additions CARS		FY24		Balance	FY25	FY25
Subfund	Description	Final Budget	FY24 Expenditures	Remaining	Additions	Final Budget
3003	Miscellaneous Maintenance and Repairs	\$478,540	\$80,135	\$398,405	\$210,000	\$608,405
3004	Miscellaneous Small Enhancement	\$162,883	\$35,412	\$127,472	\$182,000	\$309,472
3121	Miscellaneous Residence Hall Projects	\$695,789	\$178,280	\$517,509	\$460,000	\$977,509
3225	Athletics Renovation	\$176,369	\$128,707	\$47,662	\$270,000	\$317,662
3239	Residence Hall Furniture	\$440,538	\$30,615	\$409,923		\$409,923
3263	Traditional Residence Halls Refresh	\$285,000	\$51,003	\$233,997		\$233,997
3268	PG Chiller Renovation Project	\$0	\$0	\$0	\$200,000	\$200,000
6501	GSMRF	\$484,741	\$21,003	\$463,738		\$463,738
	Projects > \$200K	\$2,723,860	\$525,154	\$2,198,705	\$1,322,000	\$3,520,705
	Projects < \$200K	-\$1,096,553	\$489,960	-\$1,586,513	\$340,000	-\$1,386,513
	Total All Projects	\$1,627,307	\$1,015,115	\$612,192	\$1,662,000	\$2,134,192
3001	Plant Contingency	\$50,000	\$0	\$50,000	\$30,000	\$80,000
3020	Site Improvements	\$12,470	\$0	\$12,470	\$20,000	\$32,470
3022	Campus Master Plan	\$114,419	\$0	\$114,419		\$114,419
3090	Parking Lot Improvements	\$24,000	\$0	\$24,000	\$20,000	\$44,000
3175	2006A Bond Issue	\$0	\$0	\$0		\$0
3184	MH Refurbishments	\$0	\$0	\$0		\$0
3227	New Academic Building Facility Program	\$0	\$0	\$0		\$0
3229	HSMC Chancellors Point	\$0	\$0	\$0		\$0
3230	Traffic Calming Project	\$103,660	\$92,252	\$11,408		\$11,408
3233	Sun Trust - LOC	\$35,565	\$0	\$35,565		\$35,565
3234	Debt Service	\$0	\$0	\$0		\$0
3236	Pathway Project	\$0	\$0	\$0		\$0
3238	Programming/Study Projects	\$128,306	\$128,306	\$0	\$100,000	\$100,000
3240	JLR Stadium (Private Funds)	\$71,550	\$0	\$71,550		\$71,550
3241	Commemoration Project	\$19,438	\$0	\$19,438		\$19,438
3242	Wellness Center Restroom	\$10,220	\$0	\$10,220		\$10,220
3244	JLR Stadium F&E	\$0	\$0	\$0		\$0
3245	PG & Dorch ADA Ramps	-\$37,382	-\$38,083	\$701		\$701
3247	2018 Series A	\$0	\$0	\$0		\$0
3250	JLR Track Surface (Private Funds)	\$360	\$0	\$360		\$360
3251	Campus Security Lighting	\$42,000	\$0	\$42,000		\$42,000
3252	Library Renovation	\$99	\$0	\$99		\$99
3253	River Center Dock Repair	\$0	\$0	\$0		\$0
3254	Housing Security Upgrade	\$46,797	\$0	\$46,797		\$46,797
3255	Rowing Dock Project (SGA Funded)	\$0	\$0	\$0		\$0
3257	2020 Series A	-\$2,127	\$0	-\$2,127		-\$2,127
3258	Goodpaster Hall	\$35,236	\$37,890	-\$2,654		-\$2,654
3259	Throwing Sports	\$0	\$0	\$0		\$0
3260	Admissions Roof	\$0	\$0	\$0		\$0
3261	ADA Upgrades	\$27,000	\$0	\$27,000	\$15,000	\$42,000
3262	Calvert Hall Fire	-\$1,918,164	\$269,594	-\$2,187,758		-\$2,187,758
3264	Traditional Resident Halls - Life Sprinklers	\$125,000	\$0	\$125,000		\$125,000
3265	Artist House Repairs	\$15,000	\$0	\$15,000	\$15,000	\$30,000
3269	MB Renovation Project				\$90,000	
3270	Campus Wide Signage Upgrade Project				\$50,000	
Total Projects		-\$1,096,553	\$489,960	-\$1,586,513	\$340,000	-\$1,386,513

St. Mary's College of Maryland
Action Item II.B.
Reconciliation of the FY24 Plant Fund Budget

FY24 Initial Plant Budget	1,627,307
Final FY24 Plant Budget	1,627,307
FY24 Expenditures	1,015,115
FY24 Available Balance	612,192
FY25 New Projects	1,662,000
FY24 Available Project Budgets	2,274,192
Cash Available in Unexpended Plant Fund July 1, 2024	1,517,253
FY24 Facility Fee Receipts	1,517,166
Plant Fund Cash	3,034,419
FY24 Plant Fund Expenses	1,015,115
July 1, 2024 Plant Fund Available Cash	2,019,304
Less: Approved New Projects FY25	(1,662,000)
Excess / (Deficit) Plant Funds	357,304
FY25 Projected Facility Fees	1,662,000
Projected Plant Fund Balance	2,019,304

ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
SEPTEMBER 24, 2024
ACTION ITEM II.C.
APPROVAL OF THE 2024 PERFORMANCE ACCOUNTABILITY REPORT
(See supplemental document for full report.)

RECOMMENDATION

The Finance, Investment, and Audit Committee recommends approval by the Board of Trustees of the 2024 Performance Accountability Report for submission to the Maryland Higher Education Commission. This recommendation is contingent upon the endorsement of the Campus Life and the Academic Affairs Committees.

RATIONALE

The Performance Accountability Report (PAR) is a report required by the State of Maryland that assesses the College's progress on a variety of goals and objectives including academics, enrollment, retention and graduation, financial aid, and student outcomes. The report provides data on specific metrics as well as a narrative describing strengths and challenges. Maryland law requires institutions to submit their PAR to the Maryland Higher Education Commission for review, and final submission to the Governor and General Assembly.

**BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MEETING OF SEPTEMBER 24, 2024
INFORMATION ITEM III.A.
MOODY'S RATING**

Moody's Investors Service, a leading global provider of credit ratings, research, and risk analysis, lowered the outlook on St. Mary's College of Maryland from stable to negative to with an A2 rating on June 20, 2024. Moody's noted that the College's credit quality incorporates its excellent operating environment with solid financial support from the State of Maryland as well as our unique role as the state's only stand-alone, residential public honors college.

**ST. MARY’S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
SEPTEMBER 24, 2024
INFORMATION ITEM III.B.
REPORTABLE PROCUREMENT ITEMS**

In accordance with the College’s Internal Procurement Requirements and Practices Statement, all purchase orders and contracts that exceed \$100,000 must be approved by the Vice President for Business /CFO or an approved designee. These procurements are required to be reported to the Finance, Investment and Audit Committee of the Board of Trustees.

The following procurement items were approved during the period between the last Finance, Investment, and Audit Committee meeting (April 12, 2024) and September 17, 2024.

Payee	Description	Amount
Explus, Inc.	HSMC MHIC Exhibit Fabrication	\$3,806,135
Awarded to multiple vendors, IDIQ	External Publications Printing Services	\$300,000
WittKieffer, Inc.	Presidential Search Services	\$100,000
FMB Laundry, Inc.	Campus Laundry Services	\$225,668
ePlus Technology, Inc.	Palo Alto Networks OIT Infrastructure	\$210,038
Tecta America East LLC	ARC Gymnasium Roof Replacement	\$189,520
Global Life Sciences USA LLC	Goodpaster Hall Phase 3 Lab Equipment	\$124,009

**Explus contract is for HSMC State Capital funded construction project.*

** WittKieffer contract value shown is based on minimum estimate based on 33.3% of compensation pkg.*

**External publications contract value shown awarded to five vendors under Indefinite Delivery/Qty basis, includes total estimated awards of \$50K per year over six years contract term including option years.*

**FMB Laundry contract value is based on five-year contract valued at \$45,137 per year.*

**ST. MARY'S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
SEPTEMBER 24, 2024
INFORMATION ITEM III.C.
JOINT INVESTMENT ACTIVITIES**

The Foundation's Joint Investment and Advisory Committee met on September 19, 2024, to review the Foundation's endowment portfolio with its investment manager J.P. Morgan. The Committee also received a report on the College's endowment/quasi endowment.

St. Mary's College of Maryland Foundation

As of August 31, 2024, the total market value of the Foundation's endowment was \$40.86M. The endowment consists of two parts: the endowed funds held at JP Morgan (\$40.6M), and the WesBanco shares (\$255K).

In FY25, the endowed funds managed by JP Morgan have increased in market value by \$1.14M, comprised of \$83K in income, \$1.1K increase in investment value, and distributions of \$37K.

St. Mary's College of Maryland Endowment and Quasi Endowment

Invested endowment funds, managed by 19/19 Investment Counsel, have a market value of \$5.02M as of August 30, 2024. Funds are currently invested in a mix of fixed income instruments and equities.

Over a 12-month period, the endowment funds have increased in market value by \$646K, with an annualized rate of return of 14.77%.

St Mary's College of Maryland Foundation, Inc.
Consolidated Investment Statement
for the periods ending 9/30/2023 to 8/31/2024

Portfolio	Period to											
	9/30/2023	10/31/2023	11/30/2023	12/31/2023	1/31/2024	2/29/2024	3/31/2024	4/30/2024	5/31/2024	6/30/2024	7/31/2024	8/31/2024
*** Endowed Funds	35,414,011	35,022,064	35,851,691	36,826,469	37,168,225	37,762,001	38,571,396	38,024,977	39,051,051	39,457,702	40,021,152	40,606,100
Gift Annuities	1,028,504	1,009,482	1,073,192	1,114,556	1,114,738	1,118,731	1,146,768	1,111,972	1,148,394	1,163,435	1,185,865	1,125,915
Current Funds	6,707,927	6,709,928	7,187,510	7,288,674	7,311,034	7,313,401	7,348,610	7,343,162	7,390,191	7,023,819	7,079,733	7,128,156
Endowment Funds Spending	1,066,438	1,070,777	1,075,315	1,051,479	1,056,004	1,060,448	1,064,593	1,069,061	1,073,373	1,077,889	1,082,255	1,086,779
Total Invested Accounts Market Value	44,216,880	43,812,251	45,187,708	46,281,178	46,650,001	47,254,581	48,131,367	47,549,172	48,663,009	48,722,845	49,369,005	49,946,950
Endowed Funds Cash Account	1,295	1,296	1,296	1,296	1,297	1,297	1,297	1,297	1,298	2	1,225	1,225
Gift Annuity Cash Account	73,738	70,052	66,701	10,598	5,267	21,917	18,566	14,879	11,529	8,178	4,491	81,141
SGA Investment	635,973	575,893	645,459	669,510	635,072	675,620	681,537	642,100	649,693	684,452	693,992	689,851
Total Portfolio	44,927,886	44,459,492	45,901,164	46,962,582	47,291,637	47,953,415	48,832,767	48,207,448	49,325,529	49,415,477	50,068,713	50,719,167
Other Assets												
Perpetual Trust	1,432,912	1,399,883	1,501,103	1,571,749	1,571,003	1,614,898	1,654,139	1,594,101	1,577,847	1,598,442	1,627,523	1,663,646
** WesBanco shares	192,967	192,730	210,351	247,886	231,845	229,000	235,559	213,354	218,095	220,545	251,916	254,523
Cash												
Checking Account	1,269,832	1,682,749	2,418,593	2,484,969	2,224,312	1,798,018	2,100,168	1,396,934	1,389,664	924,446	945,260	1,229,338
Total	47,823,597	47,734,854	50,031,211	51,267,186	51,318,797	51,595,331	52,822,633	51,411,837	52,511,135	52,158,909	52,893,412	53,866,674

Notes

** The Foundation endowment is comprised of the 'Endowed Funds' and the WesBanco shares.
The College holds a quasi-endowment in addition to the above funds.

St. Mary's College of Maryland Endowment Fund
Investment Portfolio Performance Summary as of August 30, 2024

Period From Date	Period To Date	Beginning Monthly Market Value	Ending Monthly Market Value	Monthly Change Market Value
	8/31/2023		4,377,087	
8/31/2023	9/30/2023	4,377,087	4,233,521	(143,566)
9/30/2023	10/31/2023	4,233,521	4,166,259	(67,262)
10/31/2023	11/30/2023	4,166,259	4,424,304	258,045
11/30/2023	12/31/2023	4,424,304	4,610,779	186,475
12/31/2023	1/31/2024	4,610,779	4,627,819	17,040
1/31/2024	2/29/2024	4,627,819	4,703,622	75,803
2/29/2024	3/31/2024	4,703,622	4,790,106	86,484
3/31/2024	4/30/2024	4,790,106	4,652,187	(137,919)
4/30/2024	5/31/2024	4,652,187	4,758,800	106,613
5/31/2024	6/30/2024	4,758,800	4,856,468	97,668
6/30/2024	7/31/2024	4,856,468	4,936,438	79,970
7/31/2024	8/30/2024	4,936,438	5,023,495	87,057
Annualized Gain/(Loss) in Dollars				646,408
Annualized Rate of Return				14.77%

**ST. MARY’S COLLEGE OF MARYLAND
BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE
MEETING OF SEPTEMBER 24, 2024
INFORMATION ITEM III.D.
AFSCME MEMORANDUM OF UNDERSTANDING 2023-2026**

St. Mary’s College of Maryland and the American Federation of State, City, and Municipal Employees (AFSCME) ratified a Memorandum of Understanding (MOU) between the two parties in June 2024. This Collective Bargaining Agreement (CBU) was negotiated over a period 25 months and is effective through July 2026. The College and the Union remain in negotiations regarding articles affecting Public Safety. Further information will be provided upon ratification of Public Safety. The following summarizes the changes and additions to the previous MOU between the two parties.

Modified Sections

Section 5.01 AFSCME Job Stewards: Provide shop stewards release time for additional reasons and shortens AFSCME’s time to submit names of job stewards to the College from 60 to 30 days.

Section 5.05 Representation Rights: Extends the meeting time to prepare grievances, interview, confer from 1 to 2 hours.

Section 5:09: Monthly Bargaining Unit Report: Updates the specific information that must be provided within the report. Updates to whom, and method by which, the report is sent.

Section 5:10: Semi-Annual Personnel Transaction Report: Updates the specific information that must be provided within the report.

Section 5.11: New Employee Orientation: Updates the notice timing and method of notification newly hired bargaining unit employees that AFSCME receives from the College.

Section 5.13: Representation on Committees: Modifies language from representation within the College’s Strategic Planning Committee Structure to Strategic Planning Committee.

Section 6.02 Contractual Conversion: Allows for the conversion of contractual employees to full-time status in positions that, if full- time and permanent, would-be collective bargaining eligible, based on the following criteria:

1. Has the position been occupied by the same person, full-time, for 547 days (1.5 years)
2. If the position were full-time and permanent, would it be collective bargaining eligible position?
3. Does the College intend to continue to need the services of the position full-time?

Provides a retiree clause so that a retiree in a contractual position that meets the criteria for conversion may opt to remain in contractual employment.

Section 6.04: Employees Right to Fairness and Respect: Updating the language (SMCM request) to include expectations for supervisee.

Section 6.07: Parking for Housekeepers: Updates the parking lot designations.

Section 9.08 Position Description: Updates “other duties as assigned” language to mean job-related duties directly relevant to the position. Includes provision to provide additional compensation and the employee’s ability to accept or decline the additional duties. Removes the requirement to provide AFSCME the history of all position descriptions.

Section 9.10: Updating Position Descriptions: Inclusion of provision to bargain any change that is considered a mandatory subject of bargaining.

Section 9.10: New Positions-Position Descriptions: Provides provision for employee who declines a new position that resulted from a change in their current position due to work method, workflow, or the needs of the College, allowing them to be placed in another position that is the same or similar to their current position. Further, if no position is available at the time of the promotion offer, and the available position has a lower salary range, the incumbent shall move to the lower position with no loss of compensation. An employee may decline any promotion to a new position.

Section 9.20: On Call Pay: Increase on-call pay from \$40 to \$60 each 24-hour period.

Section 9.35: Essential Employees and Reporting to Work when the College is Closed: Includes provision that requires the College to provide employees double time if they work more than eight hours during a closure. Includes provision for essential employees working during a weather related or public health State of Emergency declared by the County Commissioners, the Chief Public Health Officer, Governor, President of the United States double time.

Section 13.08: Release Time for Staff Senate Meetings: Clarifies the language.

Section 19.01: Paid Holidays: Updates the number of holidays to 18.

Section 21.03: Requirements before Employee may be Disciplined: Shortens the College’s timeline to schedule and conduct disciplinary actions. Limits the ability to request extensions.

Section 22.04: Workdays Defined: Updates “state holiday” to “holiday.”

Section 23.01 Duty for Safe Work Environment.

Section 24.01: Uniforms: Updates to the uniform items and quantities.

New Sections Added

Section 16.17: COVID leave (*Valid only through December 31, 2024*).

Section 35.03: Merit Increases.

Section 35.04: Across the Board Wage Increases.

Section 35.06: Health Hazard Pay.

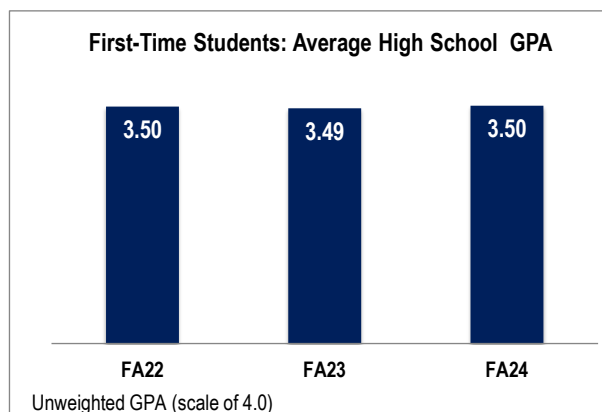
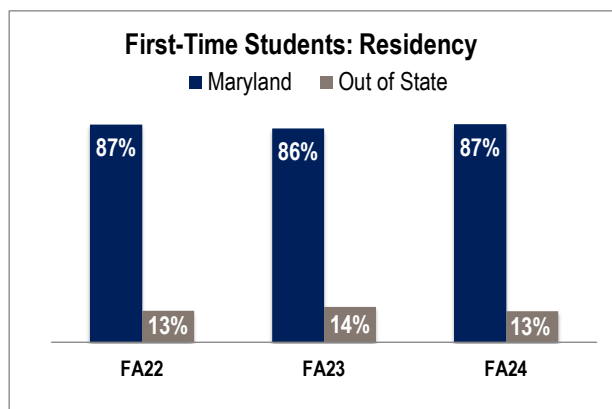
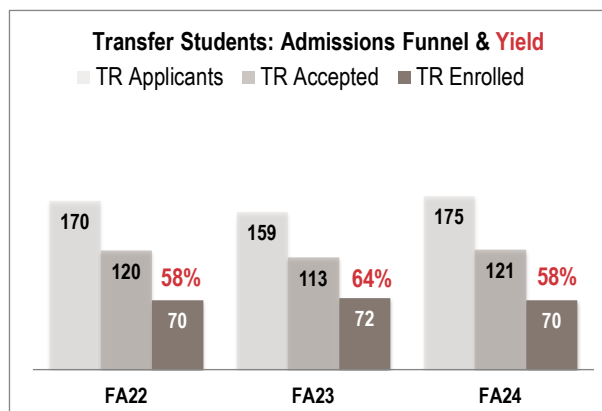
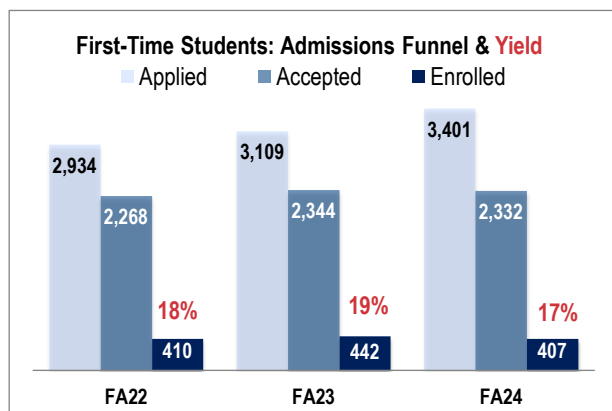
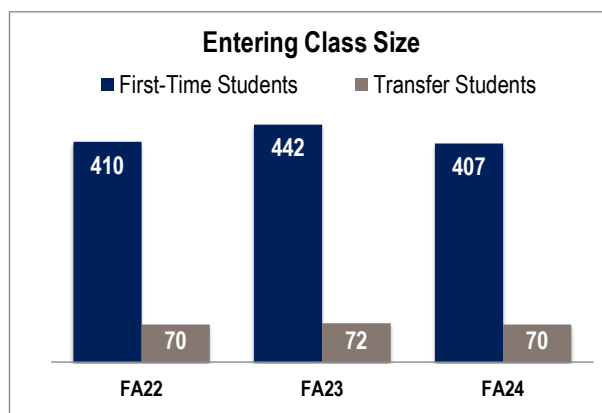
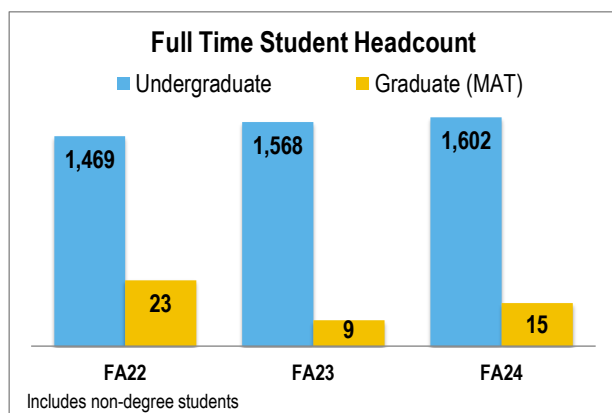
Section 35.07: Cost of Living.

Article 38: Employee Privacy Rights and Limitations on Employer Surveillance.

Board of Trustees Dashboard - October 2024

Student Characteristics in Enrollment

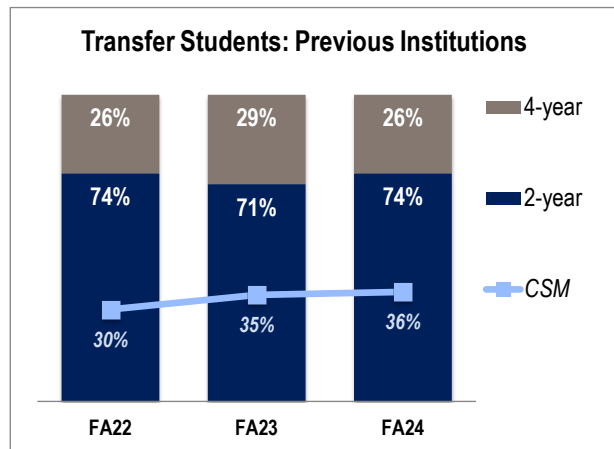
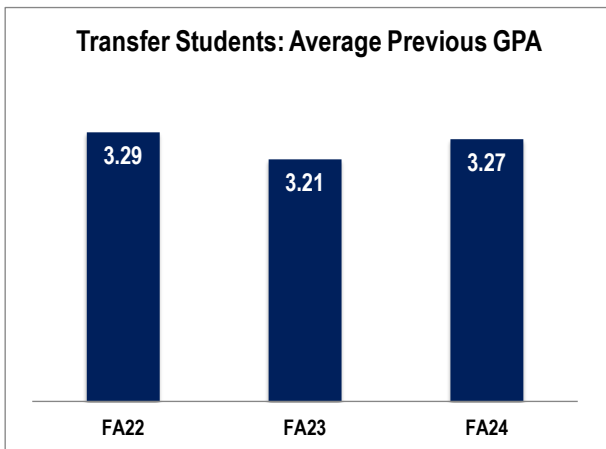
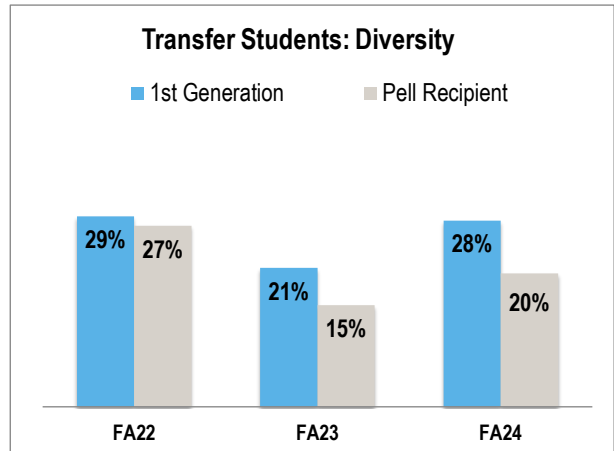
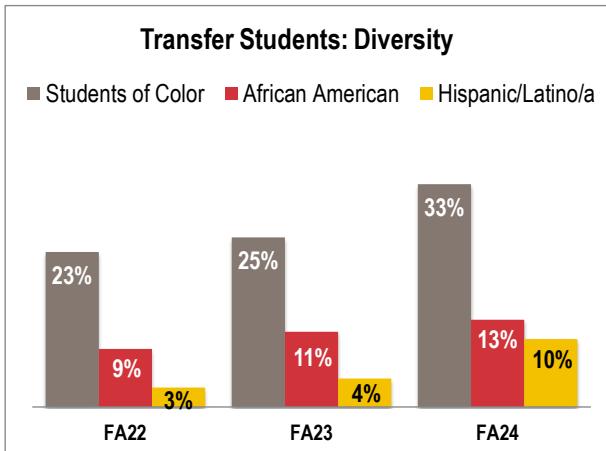
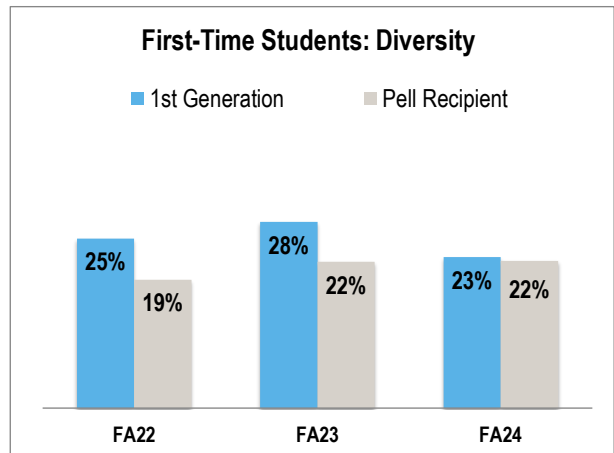
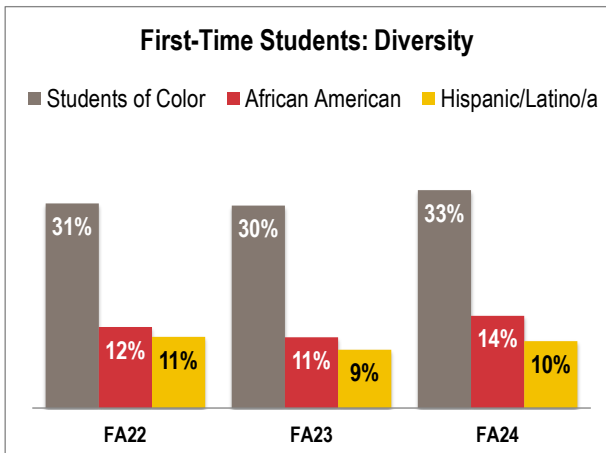
Fall 2024 figures based on preliminary data, 9/3/2024



Board of Trustees Dashboard - October 2024

Student Characteristics in Enrollment

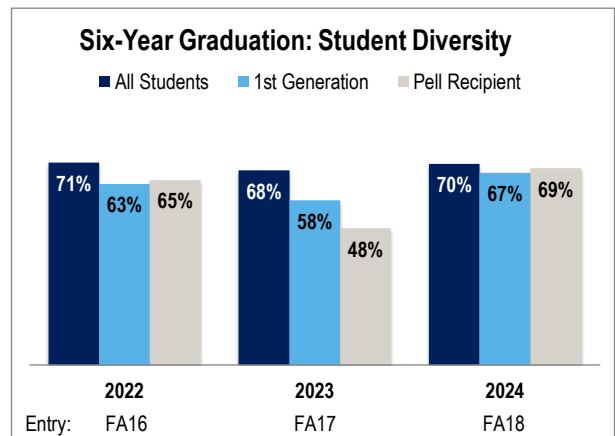
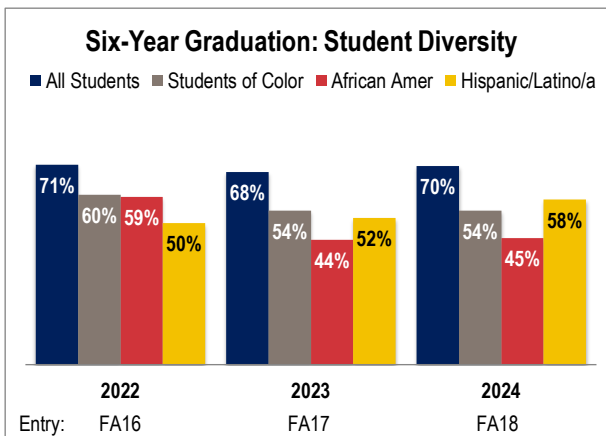
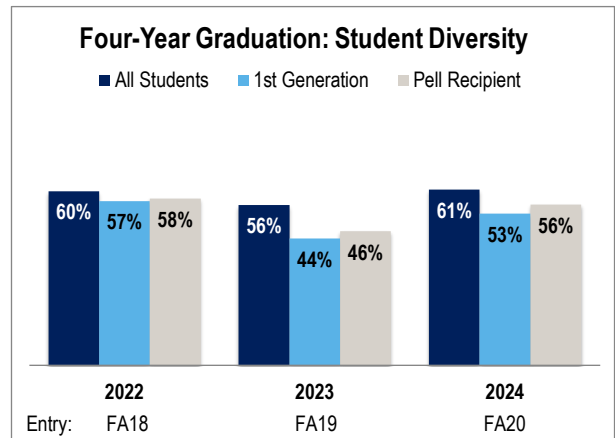
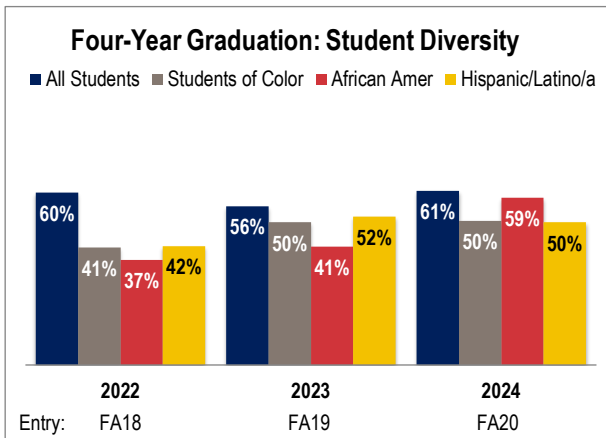
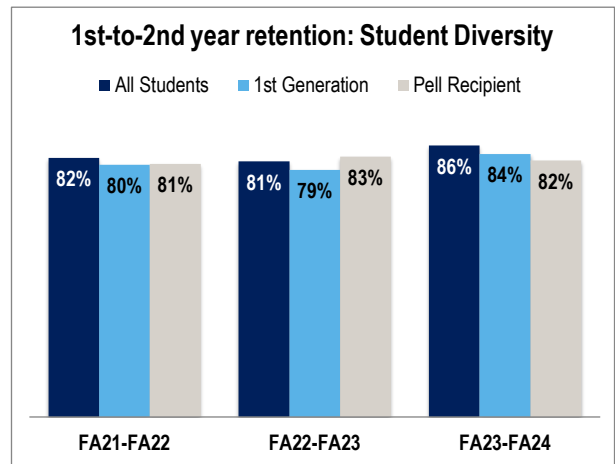
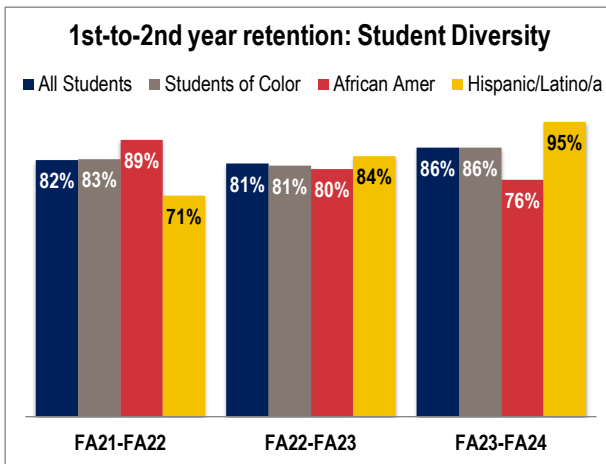
Fall 2024 figures based on preliminary data, 9/3/2024



Board of Trustees Dashboard - October 2024

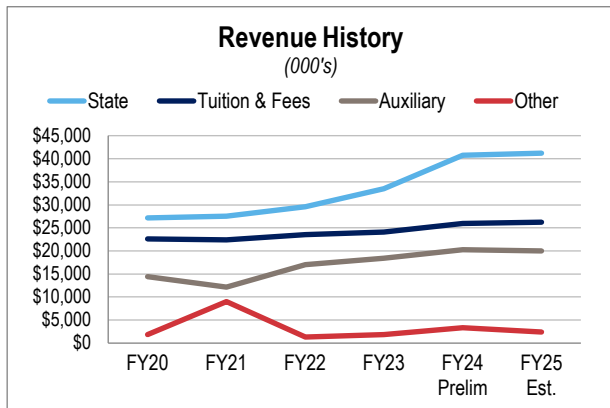
Student Retention and Persistence (First-Time Students)

Fall 2024 figures based on preliminary data, 9/3/2024

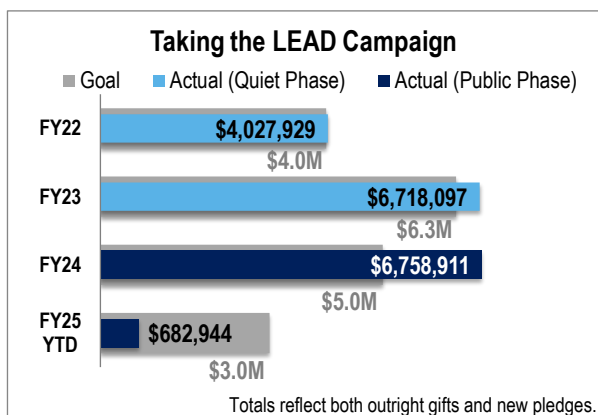
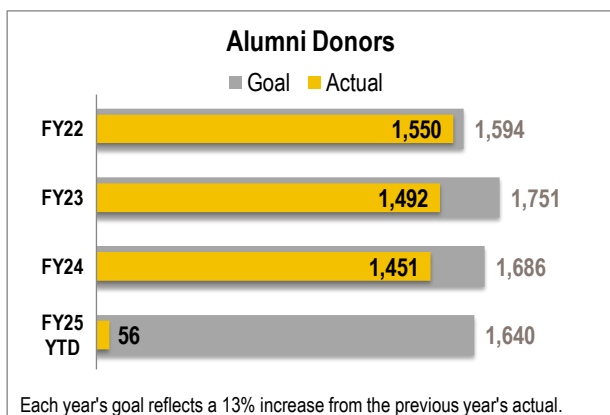


Board of Trustees Dashboard - October 2024

Revenue and Fundraising



Note regarding FY21 Revenue: The COVID-19 pandemic had major impacts on Auxiliary revenues. A significant portion of the student population chose to study remotely, leading to substantial decreases in on-campus living and dining participation rates. Offsetting revenue increases were recorded in the Other category in the form of CARES act institutional support (\$1.1 million), Paycheck Protection Plan loan forgiveness (\$6.7 million) and federally funded COVID expense reimbursements through the state (\$1.5 million).





**BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE**

**OPEN SESSION
MINUTES**

Date of Meeting: May 10, 2024

Status of Minutes: Approved August 15, 2024

Committee Members Present: Committee Chair John Wobensmith '93, Nicolas Abrams '99, Anirban Basu, John Bell '95, Lex Birney, Board Chair Susan Lawrence Dyer, Faculty Finance Delegate Charles Holden, Sven Holmes, President Tuajuanda Jordan, Melanie Rosalez '92, Ray Wernecke

Committee Members Absent: None

Staff Member: Amir Mohammadi

Others Present: Jamie Athey, Betsy Barreto, Mary Broadwater, David Cannavo, Megan Chee, Paula Collins, Carolyn Curry, Cindy Dale, Grace de Oro, Jonathan Dobry, Judy Fillius, Katie Gantz, Melissa Golowski, Cynthia Greb, David Hautanen, Kathy Grimes, Mary Grube, Gail Harmon, David Hautanen, Tiffanie Holly, Kristina Howansky, Jerri Howland, Shannon Jarboe, Gretchen Phillips, Karen Raley, Dereck Rovaris, Jenell Sargent, Daniel Savelle, Jenny Sivak, Chuck Steenburgh, Meredith Weiers, Jackie Wright, Anna Yates

Executive Summary

Finance, Investment, and Audit Committee Chair John Wobensmith '93 called the open session meeting to order at 10:33 a.m. The meeting took place in person and via videoconference.

Information Items

Included in the meeting materials were the results of the 2024 legislative session. The College's general fund grant and annual allotment from the Higher Education Investment Fund totaled \$39.4M. The state issued an amendment for the FY24 appropriation in the amount of \$1,078,935 to cover the cost of the FY24 COLA increases that were received on July 1, 2023. The FY25 capital budget included \$2.1M for North Campus nodal loop improvements critical deferred maintenance and renewal needs. \$250,000 in FY25 support, beyond the governor's proposal, was provided for planning and design of the Montgomery Hall renovation project.

Endowment status updates were provided by the Foundation and the College in the joint investment activities report. The College is preparing a Request for Proposal (RFP) to solicit for a new endowment fund manager. Updates will be provided to the Committee as the process moves forward.

Information regarding the strategic investments from bond proceeds and a list of reportable procurement items were also provided to the Committee.

Action Items

II.A. Approval of Tuition, Fees, Room, and Board Rates

The Board of Trustees is the authorizing body for setting student tuition, fees, room, and board rates. Based on the long-range budget projection model approved by the Board of Trustees at its meeting on May 12, 2022, the College has held tuition flat for the past four academic years and will continue to do so in FY25. However, based on inflationary impact, the increased personnel costs associated with minimum wage increases, the need to refresh residence halls, and the rising costs of infrastructure maintenance, management determined that to meet these demands, the College must adjust the charges for room and board.

Therefore, the College is seeking a 3.9% increase in board rates and a 3.9% increase in room rates for academic year 2024-2025. These rate increases would be applicable for Maryland resident undergraduate students, for non-resident undergraduate students, for DC resident undergraduate students, and for MAT students. Committee Chair John Wobensmith '93 asked for a motion to approve the action item as presented. A motion was made by Trustee Sven Holmes and seconded by Trustee John Bell '95. The motion passed unanimously.

II.B. Approval of the FY26-FY30 State Capital Budget Proposal

With a favorable endorsement from the Technology, Buildings and Grounds Committee, the FY26-FY30 State Capital Funding Proposal was presented for approval. The proposed capital budget request includes funding of various campus infrastructure improvements, funding for the design and renovation of Montgomery Hall, and the design and renovation costs associated with interior improvements and ADA compliance issues in Calvert Hall. Committee Chair John Wobensmith '93 asked for a motion to approve the action item as presented. A motion was made by Trustee Ray Wernecke and seconded by Trustee Sven Holmes. The motion passed unanimously.

II.C. Approval of the Authority and Responsibility Matrix

The Authority and Responsibility Matrix was developed to provide an accurate and clear summary of the responsibilities delegated to the Board of Trustees, the President, and to the officers of the College, regarding various functions and operations. The Authority and Responsibility Matrix is reviewed annually, and suggested updates are presented to the Board of Trustees for review and approval. The following updates were presented: reassignment of the responsible administrative area for Title IX Policy Changes from Equity and Strategic Initiatives to Student Affairs and changing the title of Provost to VP for Academic Affairs/Dean of Faculty. Committee Chair John Wobensmith '93 asked for a motion to approve the action item as presented. A motion was made by Trustee Ray Wernecke and seconded by Trustee Sven Holmes. The motion passed unanimously.

Committee Chair John Wobensmith '93 asked for a motion to adjourn the meeting. A motion was made by Trustee Sven Holmes and seconded by Trustee Melanie Rosalez '92. The motion passed unanimously. The meeting adjourned at 10:57 a.m.



**BOARD OF TRUSTEES
FINANCE, INVESTMENT, AND AUDIT COMMITTEE**

**OPEN SESSION
MINUTES**

Date of Meeting: May 30, 2024

Status of Minutes: Approved August 15, 2024

Committee Members Present: Committee Chair John Wobensmith '93, Anirban Basu, John Bell '95, Lex Birney, Board Chair Susan Lawrence Dyer, Sven Holmes, President Tuajuanda Jordan, Melanie Rosalez '92, Ray Wernecke

Committee Members Absent: Nicolas Abrams '99, Faculty Finance Delegate Charles Holden

Staff Member: Amir Mohammadi

Others Present: Betsy Barreto, Carolyn Curry, Katie Gantz, Mary Grube, David Hautanen, Jerri Howland, Gretchen Phillips, Jenell Sargent, Chuck Steenburgh, David Taylor, Anna Yates

Executive Summary

Finance, Investment, and Audit Committee Chair John Wobensmith '93 called the open session meeting to order at 2:03 p.m. The meeting took place both in person and via videoconference.

Interim Vice President Amir Mohammadi reviewed the proposed FY25 budget, specifically highlighting the changes from what was provided during the May 6, 2024, closed session meeting. Mohammadi stated that he and AVP of Finance Mary Grube have been reviewing each budget category to manage the budget for various revenue sources and object codes. The goal is to ensure that each item is categorized in the proper object and sub-object codes.

Following the May 6 Committee meeting, President Jordan met with the senior leadership team to conduct a thorough review of the budget to develop more conservative figures. The budget was revised based on a student headcount of 1,531, reduced from the originally anticipated 1,571. Additionally, the \$950K contingency line item was removed. Projected expenditures total \$92.066M and projected revenues total \$92.465M, resulting in a projected surplus of \$399K. Contractual services remained the same. Moving forward, the Committee would like to receive specific, concise information for contractual services, including the cost and deliverables, for each vice president.

Vice President for Enrollment Management David Hautanen provided an enrollment update. The Office of Admission continues to actively recruit, review applications, and send decision letters. He and Vice President for Institutional Advancement Carolyn Curry are reviewing the College's contracts, marketing, student recruitment outreach, and brand to determine effectiveness.

The Committee requested that an updated FY25 budget projection reflecting the latest student count be provided to the Board for its review prior to their meeting in June. The budget projection provided should include the FY24 budget as previously approved by the Board of Trustees, the FY24 actuals as of June 30, 2024, the FY25 proposed budget, and the budget item explanations. In addition, Interim Vice President Mohammadi will provide an update on the corrective operational actions taking place in the business office at the June Board of Trustees meeting.

Information about the projected FY25 strategic planning initiatives, including those funded by the bond, as well as a list of Contractual Services at or above \$30,000 delineated by vice president, details regarding operational support provided by the St. Mary's College Foundation, LLC were also provided in the meeting materials.

Action Item

II.A. Approval of The FY25 Current Fund Operating Budget

Maryland law entrusts the development and approval of the operating budget for the College to the Board of Trustees. Authorization of the FY25 current fund budget will allow the College to continue its mission of providing a high quality, public, post-secondary education. Committee Chair John Wobensmith '93 asked for a motion to approve the action item as presented. A motion was made by Trustee Sven Holmes and seconded by Trustee John Bell '95. The motion passed unanimously.

Committee Chair John Wobensmith '93 asked for a motion to adjourn the meeting. A motion was made by Trustee John Bell '95 and seconded by Trustee Sven Holmes. The motion passed unanimously. The meeting adjourned at 3:09 p.m.