

**MICUA Supplement
Fiscal 2022 Utilization of Funds Report**

INSTRUCTIONS FOR DETAILED PROJECT DESCRIPTIONS

Please complete the coversheet below for each project funded by the Sellinger Program. For each project, attach a one-to-two-page description of the project and provide additional information using the following format:

Project X: [Insert Project that Corresponds with Listing on the Cover Sheet]

Project Budget:

Include expense account numbers as required by the MHEC Utilization-of-Funds Report.

Detailed description of project/initiative:

Include institutional expense account number to correspond with description provided in MHEC utilization report. Indicate if the project is an operating expenditure, capital expenditure, or other expenditure.

Describe how Maryland was served by this project/initiative:

Include as much tangible information as possible; indicate location and population to be served, i.e., students, faculty, staff, community residents, etc. After reviewing the State Plan for Postsecondary Education, identify which State goal the project addresses and describe how the project contributes toward fulfilling that State goal.

Describe proposed process of project evaluation/assessment.

Attached with this form is a template sheet arranged in the above format. Please use the latest MICUA Supplement forms to complete this information.

**MICUA Supplement
Fiscal 2022 Utilization of Funds Report**

Institution: Mount St. Mary's University

Summary of Projects/Initiatives:

Project 1:
Financial Aid \$ 3,875,144

Project 2:
Career
Center \$ 174,640

Project 3:
Learning
Services \$ 336,534

Project 4: \$ _____

Project 5: \$ _____

Unexpended Funds \$ 0

Total \$ 4,386,318

(Total must match MHEC Utilization-of-Funds form)

**MICUA Supplement
Fiscal 2022 Utilization of Funds Report**

DETAILED PROJECT DESCRIPTIONS
(Use a Separate Sheet for Each Project/Initiative)

Institution: Mount St. Mary's University

Project #(1): Financial Aid

Project Budget: \$ 3,875,144

Detailed description of project/initiative:

Increase college affordability and enhance student retention and success by providing counseling to students to identify ways to afford postsecondary education. The use of Sellinger funds to provide need-based financial aid to qualified Maryland undergraduate and graduate students allows for access to education and lower cost of attendance.

Describe how Maryland was served by this project/initiative:

Strategy 2 of the Maryland State Plan for Postsecondary Education cites finances as one of the primary reasons that students do not persist in their quest for postsecondary education. With the cost of college attendance increasing, many students are taking on significant debt or are not pursuing a degree due to financial barriers.

Providing financial aid to Maryland residents assists them in their pursuit of a 4-year degree. Lowering the cost of attendance through the allocation of financial aid provides access to quality education.

Describe process of project evaluation/assessment:

Will perform a review and analysis of students enrolled to assess success in enrolling Maryland residents.

MICUA Supplement Fiscal 2022 Utilization of Funds Report

DETAILED PROJECT DESCRIPTIONS (Use a Separate Sheet for Each Project/Initiative)

Institution: Mount St. Mary's University

Project #(2): Career Services

Project Budget: \$ 174,640

Detailed description of project/initiative:

The Mount St. Mary's Career Center programs and services works to inspire, educate, and motivate students to take an active role in their career development and to discover their vocation. The Career Center provides counseling, educational programming, and employer services to enrich everyone's Mount St. Mary's University experience.

The Career Center provides one of the central anchors to the university's nationally recognized programs. Staffed by dedicated and experienced professionals in the Mount tradition of excellence, the center strives to meet the contemporary needs of students. Services are provided through various innovative protocols for career counseling, professional development, graduate research, and professional experiences through internships.

The following summarizes some of the specific programs of the Career Center:

The **Career Action Plan (CAP)** at the Mount is a four-year program that guides students through a systematic career development process. Highly experiential in nature, the program is based on our belief that work is a "calling," a vocation that gives your life purpose and meaning. Each year of the CAP includes a checklist of suggested activities to develop a student's skills and career readiness.

At the Mount, every first-year student is required to create a resume. This provides opportunity for career development as soon as students arrive on campus. Students can use the resume to further build their Mount experience. The resume can then be used to market the student for highly beneficial internships and jobs in the student's field of interest.

Focus is an online career planning system designed for Mount students. Career counseling appointments can prepare students with the necessary skills and guidance to assist with career development. Advisors can administer career exploration assessments such as the Myers Briggs Type Indicator (MBTI test) and the Self-Directed Search. In addition, Focus is an online career-planning system designed for Mount students to develop enhanced self-awareness and to consider career opportunities.

Career Pathways Program connects students with employers in a variety of industries who are alumni or friends of the University. Students engage in networking events, panel, mentoring opportunities, career fairs, on-campus recruitment, internships and jobs. Pathways in finance, accounting, government, STEM, sales, education, marketing and writing are available for students.

The **On-Campus Recruitment (OCR) Program** is an opportunity for students to interview with employers for internships and permanent positions through the Mount St. Mary's Career Center. In addition, The Career Center sponsors various employers on campus, an Accounting Evening, and a Career Fair. Last year, the Career Center partnered with over 250 employers in programming and recruitment areas for our students, not including employer job postings.

Describe how Maryland was served by this project/initiative:

Mount St. Mary's University's educational experience is highly focused on Maryland residents with approximately 55% of our undergraduate students residing in the State of Maryland. We are one of the largest employers in Frederick County and proudly serve the educational and occupational recruitment needs of our state.

Describe process of project evaluation/assessment:

Mount St. Mary's University has an established Key Performance Indicators that measure the effectiveness of most major programs. Our Career Center has KPIs that track student engagement, networking, and the development of internships and employment with major employers in Maryland. We will continue to monitor our 10-year placement rate to ensure we continue to have outstanding placement rates.

MICUA Supplement Fiscal 2022 Utilization of Funds Report

DETAILED PROJECT DESCRIPTIONS (Use a Separate Sheet for Each Project/Initiative)

Institution: Mount St. Mary's University

Project #3: Learning Services

Project Budget: \$336,534

Detailed description of project/initiative:

Learning Services is committed to supporting the academic development of all students within our campus community, regardless of disability or academic challenge, by creating a purposeful, learner-centered environment that inspires academic discovery. We empower all members of the Mount Community to become confident lifelong leaders and learners.

Learning Services offers a large variety of programs designed to help students succeed in their studies. We provide disability support services and peer tutoring as well as individual study strategies instruction. Through Learning Services, students can gain skills in such areas as time management, organization, note taking, test taking, and learning and memory strategies. Students can meet individually with Learning Services staff who will assess the student's individual strengths and needs and help students practice study techniques using notes and textbooks from their current classes. These services are open and available to all Mount students.

Learning services also has a program centered on students at risk. This program is called MountCares. **MountCares** is a campus-wide student referral program aimed at identifying and resolving student issues quickly. Faculty refer students for a variety of reasons. They will send in referrals for students who miss class, do poorly on tests and assignments, or who have had a radical change in demeanor and/or classroom behavior. Student Affairs personnel also refer students to MountCares. Professional staff members and RAs who are concerned about students' emotional health and well-being, transition to college life, and social skills and behaviors will refer them to MountCares. Coaches, athletic trainers, work-study job supervisors, administrators, staff members all can, and do, refer students to MountCares. It is a campus wide effort. MountCares is successful because of this multi-pronged approach. All referrals are entered into an online data management program, which allows members of the MountCares team to log in and see a complete view of each student. The program gathers information from multiple sources, which helps us get a better idea of what the problem is and how to help.

MountCares is part social work, part academic support, and part investigation. We gather as much information as we can on a referral in order to make the best plan for success for the student.

Describe how Maryland will be served by this Project/Initiative:

Strategy 6 of the 2017 – 2021 Maryland State Plan for Postsecondary Education is to improve the student experience by providing better options and services that are designed to facilitate prompt completion of degree requirements. Our multi-pronged approach identifies students at risk in the early stages and allows University staff to be nimble in their approach to triage and assist students. Identifying the problem early and working with the student to address the issues and providing them with the skills necessary to succeed allows the student to stay on track and be successful in meeting their 4-year graduation goals.

Describe Process of Project Evaluation/Assessment:

Mount St. Mary's University has an established Key Performance Indicators that measure the effectiveness of most major programs. Learning Services has KPIs that track student engagement, retention and academic success.

**MICUA Supplement
Fiscal 2023 Intended Use of Funds Report**

INSTRUCTIONS FOR DETAILED PROJECT DESCRIPTIONS

Please complete the coversheet below for each project that will be funded under the Sellinger Program. For each project, attach a one-to-two-page description of the project and provide additional information using the following format:

Project X: [Insert Project that Corresponds with Listing on the Cover Sheet]

Proposed Project Budget:

Detailed description of project/initiative:

Provide a detailed description of the program and indicate if the project is an operating expenditure, capital expenditure, or other expenditure.

Describe how Maryland will be served by this project/initiative:

Include as much tangible information as possible; indicate location and population to be served, i.e., students, faculty, staff, community residents, etc. **After reviewing the State Plan for Postsecondary Education, identify which State goal the project addresses and describe how the project contributes toward fulfilling that State goal.**

Describe proposed process of project evaluation/assessment:

Attached with this form is a template sheet arranged in the above format. Please use the latest MICUA Supplement forms to complete this information.

**MICUA Supplement
Fiscal 2023 Intended Use of Funds Report**

Institution: Mount St. Mary's University
Summary of Projects/Initiatives:

**Project 1:
Financial Aid**

\$ 4,914,910

**Project 2:
Career
Center**

\$ 180,000

**Project 3:
Learning
Center**

\$ 374,000

Project 4:

\$ _____

Project 5:

\$ _____

Total \$ 5,468,910
(Total must match MHEC Intended Use Report)

MICUA Supplement
Fiscal 2023 Intended Use of Funds Report

DETAILED PROJECT DESCRIPTIONS
(Use a Separate Sheet for Each Project/Initiative)

Institution: Mount St. Mary's University

Project # 1: Financial Aid

Project Budget: \$ 4,914,910

Detailed description of project/initiative:

Increase college affordability and enhance student retention and success by providing counseling to students to identify ways to afford postsecondary education. The use of Sellinger funds to provide need-based financial aid to qualified Maryland undergraduate and graduate students allows for access to education and lower cost of attendance.

Describe how Maryland was served by this project/initiative:

Strategy 2 of the Maryland State Plan for Postsecondary Education cites finances as one of the primary reasons that students do not persist in their quest for postsecondary education. With the cost of college attendance increasing, many students are taking on significant debt or are not pursuing a degree due to financial barriers.

Providing financial aid to Maryland residents assists them in their pursuit of a 4-year degree. Lowering the cost of attendance through the allocation of financial aid provides access to quality education.

We have placed an emphasis on access and affordability, and as a result we have applied 96% of our increased Sellinger funds to financial aid.

Describe process of project evaluation/assessment:

Will perform a review and analysis of students enrolled to assess success in enrolling Maryland residents.

MICUA Supplement Fiscal 2023 Intended Use of Funds Report

DETAILED PROJECT DESCRIPTIONS (Use a Separate Sheet for Each Project/Initiative)

Institution: Mount St. Mary's University

Project #2: Career Center

Project Budget: \$180,000

Detailed description of project/initiative:

The Mount St. Mary's Career Center programs and services works to inspire, educate, and motivate students to take an active role in their career development and to discover their vocation. The Career Center provides counseling, educational programming, and employer services to enrich everyone's Mount St. Mary's University experience.

The Career Center provides one of the central anchors to the university's nationally recognized programs. Staffed by dedicated and experienced professionals in the Mount tradition of excellence, the center strives to meet the contemporary needs of students. Services are provided through various innovative protocols for career counseling, professional development, graduate research, and professional experiences through internships.

The following summarizes some of the specific programs of the Career Center:

The **Career Action Plan (CAP)** at the Mount is a four-year program that guides students through a systematic career development process. Highly experiential in nature, the program is based on our belief that work is a "calling," a vocation that gives your life purpose and meaning. Each year of the CAP includes a checklist of suggested activities to develop a student's skills and career readiness.

At the Mount, every first-year student is required to create a resume. This provides opportunity for career development as soon as students arrive on campus. Students can use the resume to further build their Mount experience. The resume can then be used to market the student for highly beneficial internships and jobs in the student's field of interest.

Focus is an online career planning system designed for Mount students. Career counseling appointments can prepare students with the necessary skills and guidance to assist with career development. Advisors can administer career exploration assessments such as the Myers Briggs Type Indicator (MBTI test) and the Self-Directed Search. In addition, Focus is an online career-planning system designed for Mount students to develop enhanced self-awareness and to consider career opportunities.

Career Pathways Program connects students with employers in a variety of industries who are alumni or friends of the University. Students engage in networking events, panel, mentoring opportunities, career fairs, on-campus recruitment, internships and jobs. Pathways in finance, accounting, government, STEM, sales, education, marketing and writing are available for students.

The **On-Campus Recruitment (OCR) Program** is an opportunity for students to interview with employers for internships and permanent positions through the Mount St. Mary's Career Center. In addition, The Career Center sponsors various employers on campus, an Accounting Evening, and a Career Fair. Last year, the Career Center partnered with over 250 employers in programming and recruitment areas for our students, not including employer job postings.

Describe how Maryland was served by this project/initiative:

Mount St. Mary's University's educational experience is highly focused on Maryland residents with approximately 55% of our undergraduate students residing in the State of Maryland. We are one of the largest employers in Frederick County and proudly serve the educational and occupational recruitment needs of our state.

Describe process of project evaluation/assessment:

Mount St. Mary's University has an established Key Performance Indicators that measure the effectiveness of most major programs. Our Career Center has KPIs that track student engagement, networking, and the development of internships and employment with major employers in Maryland. We will continue to monitor our 10-year placement rate to ensure we continue to have outstanding placement rates.

MICUA Supplement Fiscal 2023 Intended Use of Funds Report

DETAILED PROJECT DESCRIPTIONS (Use a Separate Sheet for Each Project/Initiative)

Institution: Mount St. Mary's University

Project #3: Learning Services

Project Budget: \$374,000

Detailed description of project/initiative:

Learning Services is committed to supporting the academic development of all students within our campus community, regardless of disability or academic challenge, by creating a purposeful, learner-centered environment that inspires academic discovery. We empower all members of the Mount Community to become confident lifelong leaders and learners.

Learning Services offers a large variety of programs designed to help students succeed in their studies. We provide disability support services and peer tutoring as well as individual study strategies instruction. Through Learning Services, students can gain skills in such areas as time management, organization, note taking, test taking, and learning and memory strategies. Students can meet individually with Learning Services staff who will assess the student's individual strengths and needs and help students practice study techniques using notes and textbooks from their current classes. These services are open and available to all Mount students.

Learning services also has a program centered on students at risk. This program is called MountCares. **MountCares** is a campus-wide student referral program aimed at identifying and resolving student issues quickly. Faculty refer students for a variety of reasons. They will send in referrals for students who miss class, do poorly on tests and assignments, or who have had a radical change in demeanor and/or classroom behavior. Student Affairs personnel also refer students to MountCares. Professional staff members and RAs who are concerned about students' emotional health and well-being, transition to college life, and social skills and behaviors will refer them to MountCares. Coaches, athletic trainers, work-study job supervisors, administrators, staff members all can, and do, refer students to MountCares. It is a campus wide effort. MountCares is successful because of this multi-pronged approach. All referrals are entered into an online data management program, which allows members of the MountCares team to log in and see a complete view of each student. The program gathers information from multiple sources, which helps us get a better idea of what the problem is and how to help. MountCares is part social work, part academic support, and part investigation. We gather as much information as we can on a referral in order to make the best plan for success for the student.

Describe how Maryland will be served by this Project/Initiative:

Strategy 6 of the 2017 – 2021 Maryland State Plan for Postsecondary Education is to improve the student experience by providing better options and services that are designed to facilitate prompt completion of degree requirements. Our multi-pronged approach identifies students at risk in the early stages and allows University staff to be nimble in their approach to triage and assist students. Identifying the problem early and working with the student to address the issues and providing them with the skills necessary to succeed allows the student to stay on track and be successful in meeting their 4-year graduation goals.

Describe Process of Project Evaluation/Assessment:

Mount St. Mary's University has an established Key Performance Indicators that measure the effectiveness of most major programs. Learning Services has KPIs that track student engagement, retention and academic success.