



Frederick Community College Board of Trustees

Monitoring Report: EL 7 – Land Use

[Full Compliance]

Report Date: 1/21/2026

Reporting Period: 1/1/2025 – 12/31/2025

This is the annual report on compliance with the Board's Executive Limitation Policy: "EL-7 Land Use." I certify that the information contained herein is true and represents compliance, within a reasonable interpretation of the established policy, unless specifically stated otherwise below. Please note that all of my interpretations of the policy remain unchanged from the previous report, unless otherwise noted.

Annese L.P. Cheek 1/21/2026

Annese Cheek, Ed.D.

Date

President

Note: Board Policy is indicated in bold typeface throughout the report.

The President shall not allow development or use of the campus or other College lands in a manner that is inconsistent with the core business of the College, environmentally irresponsible, aesthetically displeasing, or that does not make the most effective use of land.

Further, without limiting the scope of the above statement by the following list, the President shall not:

- 1. Allow the College to be without an approved Facilities Master Plan that adheres to the Maryland Higher Education Commission’s requirements and fosters future development that will avoid infrastructure redundancy and redevelopment costs.**

Interpretation

I interpret “development” as any modification to the land or physical infrastructure of the College.

Compliance will be demonstrated when:

- a. The College has a Board-approved ten-year Facilities Master Plan that complies with the Maryland Higher Education Commission (MHEC) regulations; the Plan documents all existing and future sites of performance spaces, fields, storage, parking lots, sidewalks, buildings, and roads.*

Evidence

On 12/1/2025, the Chief Financial Officer and Vice President for Administration (CFO/VPA) confirmed that the Board of Trustees approved the [Frederick Community College Facilities Master Plan 10-Year Update \(2023-2033\)](#) at the 6/14/2023 Board meeting. The approved plan was submitted to the Maryland Higher Education Commission and serves as the governing document for long-range campus development and infrastructure planning.

Status

In compliance.

Interpretation

- a. *An infrastructure map documenting all existing utilities (gas, water, sanitary and storm sewers, electrical, and structured cabling) is utilized to prevent redundancy and redevelopment costs.*

Evidence

On 12/1/2025, the CFO/VPA confirmed the Office of Capital Planning and Project Management maintains a comprehensive campus infrastructure map documenting existing gas, water, sanitary and storm sewer, electrical, and structured cabling systems. This AutoCAD-based record is housed on the College's SharePoint platform and is used during project planning and design review to avoid infrastructure redundancy and redevelopment costs.

Status

In compliance.

This interpretation is reasonable because a long-range Facilities Master Plan is an industry standard and a State of Maryland requirement; and, the infrastructure map of existing utilities is consistent with architectural, engineering and construction codes, and all legal requirements necessary for any development to proceed.

2. Permit joint ventures or partnerships that do not provide for design and construction standards consistent with overall campus design.

Interpretation

Compliance will be demonstrated when:

- a. *Contracts for joint ventures or partnerships require that proposed building designs be consistent with, and complementary to, existing campus design philosophy, facility design and operational elements.*

Evidence

On 1/7/2026, the CFO/VPA confirmed that in connection with the Rowan Digital Infrastructure gift-in-kind renovation of a trades lab at the Monroe Center, a Memorandum of Understanding (MOU) was executed. The MOU required compliance

with FCC design and construction standards, and all work was completed in accordance with those standards.

Status

In compliance.

This interpretation is reasonable because it ensures consistency with documented campus design standards.

- 3. Permit development that is not energy efficient and to a reasonable extent, minimize adverse environmental impacts and preserve the natural landscape.**

Interpretation

I interpret development as any modification to the land or physical infrastructure of the College.

Compliance will be demonstrated when:

- a. Leadership in Energy and Environmental Design (LEED) Silver certification is attained for all state-funded projects.*

Evidence

On 12/1/2025, the CFO/VPA confirmed that no state-funded projects were initiated or completed in the reporting period. The CFO/VPA further confirmed that two state-funded projects and one county-funded project currently in progress are being designed to achieve LEED Silver certification, consistent with State of Maryland requirements.

Status

In compliance.

Interpretation

- b. State and local agency approval was obtained for development projects requiring excavation or grading.*

Evidence

On 12/1/2025, the CFO/VPA confirmed that development requiring excavation or grading follows established state and local approval processes. For the new Campus Services Building, site improvements plans have been approved by the local governing authorities, and associated site permits are in progress as part of the formal site plan approval process.

Status

In compliance.

Interpretation

- c. College planned projects that affect the natural landscape comply with campus design standards.*

Evidence

On 12/1/2025, the CFO/VPA confirmed that Campus Design Standards are shared with all engaged design teams and are incorporated by reference in their contracts. The Office of Capital Planning and Project Management conducts design reviews at key milestones to verify compliance with these standards prior to approval.

Status

In compliance.

This interpretation is reasonable because the LEED standards created by the Green Building Council are the globally accepted building rating system. Additionally, development must adhere to campus and industry standards and comply with local and State of Maryland regulations.

4. Permit new development that does not meet at least one of the following criteria:

- **Provision of enhanced learning and ancillary space consistent with Ends achievement.**
- **Extending the College’s alliances with business, industry, colleges, universities, or other organizationally mission-compatible non-profit organizations.**
- **Creation of opportunity to generate new revenue streams.**
- **An opportunity to distinguish the College’s learning and co-curricular environment.**
- **Positioning the College as a leader in new programs targeted at future market opportunities.**

Interpretation

Compliance will be demonstrated when:

- a. All new development projects are consistent with at least one of these criteria.*

Evidence

On 12/1/2025, the CFO/VPA confirmed that the new Campus Service Building (the only new development project in progress) meets at least one of the stated criteria.

Specifically, the project supports the provision of enhanced learning and ancillary space consistent with Ends achievement by strengthening the infrastructure necessary to support safe, reliable, and high-quality learning environments.

Status

In compliance.

Interpretation

- b. At least one of the five criteria is achieved and is documented.*

Evidence

On 12/1/2025, the CFO/VPA confirmed that the Campus Services Building has completed the design phase and the construction GMP has been approved, with construction to commence January 2026. The project meets the “Provision of enhanced learning and ancillary space consistent with Ends achievement” by strengthening the operational infrastructure necessary to sustain safe, reliable, and high-quality learning environments.

Status

In compliance.

This interpretation is reasonable because the Board has identified the criteria to be met and requires the President to provide explicit demonstration of compliance through monitoring.