

CHESAPEAKE COLLEGE
Wye Mills, MD
BOARD OF TRUSTEES
March 25, 2021

CALL TO ORDER

A meeting of the Chesapeake College Board of Trustees was held on Thursday, March 25, 2021 at 3:00 p.m. via Zoom video conference. Chair Nash McMahan called the meeting to order.

ATTENDANCE

Mr. Nash McMahan, Mr. Chris Garvey, Dr. Blenda Armistead, Mr. Bob Grace, Ms. Victoria Jackson-Stanley, Mr. Reza Jafari, Mr. Mike Mulligan, Mr. Milton Nagel, Ms. Brenda Shorter, and Ms. Mary Dennard-Turner were present. None were absent. Dr. Clifford Coppersmith and Ms. Kate Maxwell were also present.

ADDITIONS/CHANGES TO THE AGENDA

None.

PUBLIC COMMENTS

None.

CONSENT AGENDA

On a **MOTION** by Mr. Jafari, seconded by Mr. Garvey and carried unanimously, the Board approved the following consent agenda items:

Approval of Minutes - The minutes of the February 25, 2021 meeting

Approval of Minutes - The minutes of the February 25, 2021 closed session meeting

SHORERIVERS PRESENTATION

Ms. Kristin Junkin presented an update on ShoreRivers and its four Riverkeepers, whose work is science-based. They monitor water quality in the area; advocate for the waterways; conduct restoration to reduce pollution in the waterways; and provide environmental education. The work they have done with Chesapeake College in the past includes projects starting in 2015 near the tennis courts and other storm water runoff concerns. The current water mitigation project began in January 2021 on a 26-acre parcel on the corner of Rt. 662 and Rt. 50 on the College's Wye Mills campus. The stream there had no buffers. The storm water ponds they create will help stop runoff, and the added buffers will stop soil erosion. The project cost is \$650,000, but there is no cost to the College for this project.

PRESIDENT'S REPORT

Dr. Coppersmith offered the following report:

Nursing Recruitment: The promotional video for the Nursing program was shown. This video is available on the College website here: www.chesapeake.edu/allied-health/nursing.

Pride of the Peake event update: Ms. Michelle Hall showed the website for the virtual event and explained how to make a donation. The event has raised \$19,775 so far. Please share this website with the community. www.chesapeakefoundation.org/pride-of-the-peake.

2021 Commencement: Ms. Michelle Hall reported the College is planning an outdoor commencement this year, with two ceremonies that will be simulcast live. There will also be a virtual ceremony posted on the website. Trustees may attend, but are not required to attend. Regalia will be ordered for those planning to attend. More details will come soon. A virtual Pinning ceremony for the Nursing Program will be held May 25 at 5:00 p.m.

Future Board of Trustees meetings: Starting with the April 22 Board meeting, Trustees are welcome to come back to campus for in-person meetings with masks. Zoom will continue to be provided for those who are not comfortable returning yet and for guests. Dr. Coppersmith asked Trustees to express their interest and intent in attending future Board meetings in person, specifically the April 22 and June 10 meetings. For now, Board Committee meetings will continue to be conducted via Zoom only.

FINANCE AND FACILITIES

Mr. Grace reported that the items presented for action were vetted at the committee meeting held via Zoom on Wednesday, March 10, 2021 at 8:00 a.m. Mr. Grace stood in for Mr. Nagel at the meeting.

Action Item

Award of Contract for LRC Flooring Replacement

Mr. Grace said this request is to replace flooring in the Learning Resource Center. The cost of this project is included in the FY21 Maintenance & Repair budget. Facilities staff worked with LRC staff to receive a quote for the project, using a competitive bid process. The work is set to begin at the end of May, after commencement.

On a **MOTION** by Mr. Grace, seconded by Ms. Jackson-Stanley and carried unanimously, except for Mr. Garvey who recused himself, the Board approved the award of contract to Engineered Floors Commercial Division of Dalton, Georgia, in an amount not to exceed \$119,963.

Action Item

Cambridge Center Building – Race Street Purchase

Mr. Grace reported this is a re-affirmation of the vote to purchase the Cambridge Center building.

On a **MOTION** by Mr. Grace, seconded by Ms. Dennard-Turner and carried unanimously, the Board exercised the option under the MEDCO lease, dated September 13, 1995, to purchase the 416-418 Race Street property (Cambridge Center) for \$10.00.

Action Item

Award of Contract for Marketing Services: Research and Strategy

Mr. Grace said this is a great opportunity to find out how to better market the College to the community. Ms. Danielle Darling said the proposal is for marketing research, triage, and an environmental scan for targeting potential students for fall recruitment and enrollment. The agency works exclusively with community colleges. This research will help the College target students and assist with student retention efforts. Mr. Garvey noted the stigma of community college is still a challenge. Mr. Jafari said April is Community College Month, and he encouraged Trustees to promote the value of the workforce programs at Chesapeake College.

On a **MOTION** by Mr. Grace, seconded by Dr. Armistead and carried unanimously, the Board approved the award of contract to Interact Communications in an amount not to exceed \$53,500.

CARES Grant Update

Ms. Karen Smith said the College has spent out the student and institutional funding in the first CARES grant, totaling \$917,533. The GEER grant has \$67, 443 geared toward workforce, with a total of \$274,290. The CRSSA grant has \$458,767 for students, and \$\$1,676,381 in institutional funds. Other grant funds have recently been added, for a total of almost \$7.4 million in stimulus funds to be spent on COVID relief for students and the institution. These funds are short-term and have specific criteria and deadlines for spending.

Public Safety Annual Report

Ms. Rhonda Thomas said that this annual report has been a major project for her. The annual Clery Report is included as part of this report. The annual report will be posted on the College website, and updated each October.

GOVERNANCE & HUMAN RESOURCES

Ms. Jackson-Stanley said the committee met via Zoom on Wednesday, March 10, 2021 at 9:30 a.m.

Action Item

Foundation-College MOU Revision

Ms. Jackson-Stanley said that paragraph 4 of this document has been revised to clarify that while Board of Trustees members who serve on the Foundation Board of Directors are ex officio they do have voting rights. Ex officio members who are College employees are not voting members.

On a **MOTION** by Ms. Jackson-Stanley, seconded by Mr. Grace and carried unanimously, the Board approved the revised Memorandum of Understanding between the Chesapeake College Foundation, Inc. and Chesapeake College.

Action Item

Reasonable Accommodations Policy

Ms. Jackson-Stanley said this policy formalizes the process that has been and is currently in place.

On a **MOTION** by Ms. Jackson-Stanley, seconded by Ms. Shorter and carried unanimously, the Board approved the Reasonable Accommodations Due to Disability policy as presented.

PROGRAMS, PLANNING AND OUTREACH

Mr. Jafari reported the PPO committee met via Zoom on Tuesday, March 9, 2021 at 8:00 a.m. Mr. Jafari stood in for Mr. Garvey.

Maryland Education Alliance Agreement

Mr. David Harper reported that this agreement allows students to start at Chesapeake College, for example, and finish their program for the same cost at one of the other colleges. Mr. Nagel asked why Wor-Wic is not part of the alliance? Mr. Harper said they are considering it.

COLLEGE REPORTS

Student Government

Mr. James Cockey reported the Student Government Association held a Creativity Slam on March 10 and encouraged participants to submit their work to The Beacon for publication. A heart-healthy cooking class will be held on April 1 via Zoom, and a link to the event will be sent to Board members. A virtual 5K will be held April 5 to April 19 for students. Swag bags will be sent to those students who send a photo of bags of trash they collect during the 5K. The SGA election process has begun, with applications for SGA positions accepted until March 26. Elections will be held April 5 to April 12. Newly elected SGA members are expected to be announced on April 13.

Faculty Assembly

Mr. Nevin Crouse announced newly elected faculty officers for FY 2022: Mr. David Timms was elected Vice Chair; Mr. Marc Steinberg as Archivist; Ms. Linda Earls as Parliamentarian; and Dr. Herb Ziegler as Faculty Marshal. Mr. Crouse said faculty are looking forward to returning to the classroom; social interaction aids retention. He noted the campus has been beautifully maintained during the pandemic, and faculty plan to recognize the Facilities staff for their efforts. Mr. Crouse encouraged the College to bring back the annual crab feast in August, around the time of the State of the College.

Staff Assembly (StARs)

Ms. Katrina Johnson, Academic Coordinator for TRIO and a StARs rep, reported Staff Assembly is sponsoring a Baby Photo Contest for staff with a virtual slide show to be held on April 2. A trivia event will be held for faculty and staff on April 13.

TRUSTEES REPORT

Mr. McMahan asked Trustees to express their interest and intent in attending Commencement on May 26 at either 10:30 a.m. or 3:00 p.m. to Kate Maxwell by April 13.

Mr. Jafari said ACCT is supporting Community College Month with toolkits for colleges to use.

CLOSED SESSION

On a **MOTION** by Mr. Grace, seconded by Ms. Dennard-Turner and carried unanimously, the Board entered into a closed session in accordance with Md. Code, General Provisions Article § 3-305(b)(1), discuss performance evaluations of employees, and under General Provisions Article 3-305(b)(9) to discuss collective bargaining legislation.

OUT OF CLOSED SESSION

On a **MOTION** by Mr. Jafari, seconded by Dr. Armistead and carried unanimously, the Board adjourned closed session at 5:13 p.m.

ACTION FROM CLOSED SESSION

In closed session, the Board of Trustees approved faculty promotions and faculty contract renewals, received an update on an employee search, and discussed collective bargaining legislation.

ADJOURNMENT

On a MOTION by Ms. Jackson-Stanley, seconded by Ms. Shorter and carried unanimously, the meeting was adjourned at 5:21 p.m.

Kate Maxwell, Assistant Secretary to the Board

APPROVED: _____ DATE: 4/22/21
Nash McMahan, Chair