

CHESAPEAKE COLLEGE
Wye Mills, MD
BOARD OF TRUSTEES
April 27, 2023

CALL TO ORDER

A meeting of the Chesapeake College Board of Trustees was held on Thursday, April 27, 2023 at 3:00 p.m. in the Dorchester Administration Building Board Room in Wye Mills, Maryland and via Zoom video conference. Chair Mr. Bob Grace called the meeting to order.

ATTENDANCE

Dr. Blenda Armistead, Ms. Mary Dennard-Turner, Mr. Bob Grace, Ms. Victoria Jackson-Stanley, Mr. Reza Jafari, Mr. Nash McMahan, Mr. Mike Mulligan, and Ms. Brenda Shorter were present. Absent were Mr. Chris Garvey and Mr. Milton Nagel. Dr. Clifford Coppersmith and Ms. Latellya Stewart were also present.

ADDITIONS/CHANGES TO THE AGENDA

The Book Store Services for FY2024 Proposal was added to the agenda.

PUBLIC COMMENTS

None.

CONSENT AGENDA

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

Approval of Minutes - The minutes of the March 23, 2023 meeting.

The minutes of the March 23, 2023 closed session meeting.

Conferring of the Degrees/Certificates

PRESIDENT'S REPORT

Dr. Cliff Coppersmith reported the grass looks greener and it is budget approval time. Mr. Steve Dyott has the campus clock working again. County Council and Commissioners met to approve the budget. The revised budget will be approved tonight. Mr. Kevin Anderson was on campus for lunch and toured the skilled trades division with Dr. Coppersmith and Mr. Jafari. Many thanks to Mr. Jafari for making that tour possible. We are waiting and hoping to have Gov. Wes Moore on campus soon. Open house was held last night, many thanks to all staff, faculty and students for making that possible. The College will host the Program Advisory Council meeting this evening in the Caroline Center. This will be the largest PAC meeting since the pandemic.

Our very own Mr. Christian Benefiel, in partnership with the Maritime Museum, worked on the reconstruction of the DOVE. He is a skilled artisan and was featured in a video on MPT. Thanks to Mr. Benefiel for his work.

Dr. Bradley Ebersol with ACCT, works with community college trustees across the county. He was a community college graduate of Catonsville Community College which is now Carroll Community College.

He was president of Washington State Community College. The board retreat will be held on June 29th from 8:30 – 2:00. The goals identified are to enhance the board effectiveness. Topics for discussion at the retreat will be to get the board to know each other better, identify characteristics of the board, and have time to think about the strengths of the board. What does the board see happening in the community and how the board and college can address those issues. What are the board's goals for the next year in how they serve the college and community?

STUDENT GOVERNMENT ASSOCIATION REPORT

Ms. Anastasia Miller, Treasurer of SGA, reported she is a 2nd year pre-nursing major and she is a tutor in the Academic Support Center. SGA held a listening session at the Cambridge Center from 11:45 to 1:00 with 18 people attending. Topics discussed was transportation between Cambridge Center and the Wye Mills campus, regional transportation within our five county service area, and a universal free period (which is a common hour). Other ideas include having a gym at the Cambridge Center and the need for childcare services at both campuses. Students expressed the need to have the library stocked with the literature needed in the classes each semester. They also would like to have more course offerings at the Cambridge Center.

A Unity fest was held on Tuesday, April 13, 2023 from 2:00 to 4:30 in the quad. This event was sponsored by UHURU – the Black Student Union/Multicultural Student Organization in partnership with Student Success and Enrollment Management, with additional funding through the Student Government Association and the Annual Internal Giving Campaign. It was well attended by over 100 students, faculty and staff. Co-Chairs of the fest was Zulema Delacruz Martinez, president of UHURU and Anastasia Miller, treasurer of SGA, and supported by Cianni Phillips, events coordinator of SGA. Chief Donna Abbot of the Nause-Waiwash Band of Indians, gave a prayer and ritual at the start of the fest. The fest featured student performances, live music, ethnic cuisine, cultural games and involvement. Catering was prepared by Thomas Family Catering, Four Sisters Kabob and Curry and El Hefe. Ms. Miller thanked all who had a part in bringing this wonderful fest to our campus.

Applications are now available for SGA positions for next year. Campaigning will begin on April 24th and end this evening. Election Day is tomorrow, April 27th. Members will be announced on May 1st. Ms. Milled thanked everyone for their support of the Student Government Association.

FINANCE AND FACILITIES

Action Item

Award of Contract – Marine Trades Equipment

On a **MOTION** by Dr. Blenda Armistead, seconded by Ms. Brenda Shorter and carried unanimously, the Board authorizes the college to expand the Marine Trades Program with the purchase of engine, parts, certification fees, and shipping for three additional courses for an amount not to exceed \$100,000.

Award of Contract – Ed2Go Contract

On a **MOTION** by Dr. Blenda Armistead, seconded by Ms. Victoria Jackson-Stanley and carried unanimously, the Board approves the increased spending authority to Ed2go/Cengage in FY2023 due to an increase in enrollments in online classes in an amount not to exceed a total of \$110,000 for FY2023.

Award of Contract – ATI Contract

On a **MOTION** by Dr. Blenda Armistead, seconded by Mr. Reza Jafari and carried unanimously, the Board approves a contract with Assessment Technologies (ATI) in an amount not to exceed \$91,500 in total for FY2024 and FY2025.

Award of Contract – MES Services Contract

On a **MOTION** by Dr. Blenda Armistead, seconded by Ms. Brenda Shorter and carried unanimously, the Board approves the five year contract (FY 2024-FY 2028) to Maryland Environmental Service in the amount not to exceed \$127,948.00 for operation of the college’s water system, and \$299,126.00 for the operation of the college’s wastewater treatment plant.

Award of Contract – Sound Attenuation Contract

On a **MOTION** by Dr. Blenda Armistead, seconded by Ms. Brenda Shorter and carried unanimously, the Board approves the award of contract for the Sound Attenuation project to Sunny Acres Landscaping of Davidsonville, Maryland, in an amount not to exceed \$137,585.00.

FY2024 Revised Budget

The College is looking at over \$1.5M more from the state. With this increase, the college will not need to increase tuition for students. This will also allow for a 3% salary increase for faculty and staff and add four new positions. The \$27M balanced budget, will also support an increase to the salary scales. Funds from the fund balance in the amount \$50,000 will be transferred for safety locks.

On a **MOTION** by Dr. Blenda Armistead, seconded by Mr. Reza Jafari and carried unanimously, the Board approves the revised FY2024 budget.

Fixed Asset Capitalization Policy

Current fixed asset is \$2,000 and will increase to \$10,000.

On a **MOTION** by Dr. Blenda Armistead, seconded by Ms. Victoria Jackson-Stanley and carried unanimously, the Board approves the fixed asset capitalization policy.

Award of Contract – Book Store Services

On a **MOTION** by Dr. Blenda Armistead, seconded by Mr. Michael Mulligan and carried unanimously, the Board approved the revised Barnes & Noble Bookstore operations for FY24.

GOVERNANCE & HUMAN RESOURCES

Nomination of Chair and Vice Chair

Mr. Mike Mulligan nominated Mr. Reza Jafari as the Chair of the board for the next two years, and Mr. Milton Nagel as the Vice Chair for the next two years. The vote will be presented to the board in June.

PROGRAMS, PLANNING AND OUTREACH

Ms. Brenda Shorter did not have any items to report.

COLLEGE REPORTS

Faculty Assembly

Mr. David Timms, Faculty Assembly Chair, reported the faculty met recently. Committees are working on charges for next year. The honors committee is changing drastically and will be revised. Faculty elections will be held to elect new officers. Course reviews are underway by faculty.

Staff Assembly (StARs)

Ms. Terry Perkins-Black, the Staff Assembly representative, reported staff reps are seeking nominations for five open seats.

TRUSTEES REPORT

Mr. Bob Grace reminded all board members to fill out the code of ethics forms. It was also announced that longtime past board member Mr. Dewey Blades passed away recently.

ADJOURNMENT

On a **MOTION** by Mr. Mike Mulligan, seconded by Mr. Reza Jafari and carried unanimously, the meeting was adjourned at 5:20 p.m.

Latellya Stewart, Assistant Secretary to the Board

APPROVED: _____ DATE: _____
Bob Grace, Chair