

CHESAPEAKE COLLEGE
Wye Mills, MD
BOARD OF TRUSTEES
June 6, 2024

CALL TO ORDER

A meeting of the Chesapeake College Board of Trustees was held on Thursday, June 6, 2024 at 3:00 p.m. in the Dorchester Administration Building Board Room in Wye Mills, Maryland and via Zoom video conference. Chair, Mr. Reza Jafari called the meeting to order.

ATTENDANCE

Dr. Blenda Armistead, Ms. Mary Dennard-Turner, Mr. Chris Garvey, Mr. Bob Grace, Ms. Victoria Jackson-Stanley, Mr. Reza Jafari, Mr. Milton Nagel, and Ms. Brenda Shorter attended the meeting in-person. Mr. Nash McMahan attended the meeting by Zoom. Absent was Mr. Michael Mulligan. Dr. Clifford Coppersmith and Ms. Latellya Stewart were also present.

ADDITIONS/CHANGES TO THE AGENDA

Mr. Crouse will be added to the agenda to give a report from Faculty Assembly.

On a **MOTION** by Mr. Nagel, seconded by Mr. McMahan and carried unanimously, the Board approved the additions to the agenda.

PUBLIC COMMENTS

None.

CONSENT AGENDA

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

- Approval of Minutes - The minutes of the April 25, 2024 meeting.
The minutes of the April 25, 2024 closed session meeting.

PRESIDENT'S REPORT

Dr. Coppersmith reported last week the College held its commencement ceremony with about 150 students walking across the stage, and another 100 or so receiving their degrees in absentee. The audience heard inspiring words from the Harrison Award winner, Ms. Zeluma Delacruz-Martinez (a North Carolina High School graduate) and from the Stuart Bounds Distinguished Faculty Award winner, Dr. Rob Thompson. For the Board members in attendance, it was a commencement to remember. The TPAC Memorial Fountain was in full operation, as the college celebrates the return of the campus to "NORMAL". Dr. Coppersmith thanked the entire grounds and maintenance staff under the leadership of Mr. Steve Dyott for their exhaustive efforts to keep the campus, indoors and out, safe, clean and attractive.

The College is awaiting final word from the Middle States Higher Education Commission on the re-accreditation. The pending receipt of that letter will finalize the next strategic plan.

The College hosted the regional Maryland Department of Transportation Annual Professional Development Conference, which filled the parking lot with dump trucks and other transportation utility vehicles. The College is happy to support this and other similar events that serve law enforcement, public safety, emergency management, public education, state and federal agencies, and other important service providers on the Eastern Shore.

Enrollment is significantly up for the summer session, about 7%. The College reported 100 more dual enrollment students in the Fall than this time last year. The College has continued to work through the significant challenges presented by the FAFSA process at the Federal Department of Education that has impacted prospective and current students everywhere across the country. The Financial Aid Office is doing everything possible to mitigate what has become a significant disaster that has affected nearly every College and University in America. The Upward Bound Summer Resident Program will kick off soon bringing more activity to campus. The program recently graduated thirty-two students from the first cohort, fifteen of which have elected to continue their studies at Chesapeake.

The College is currently working on plans for the Board of Trustee's Annual Retreat, which is scheduled for early August. A date and time will be sent out as soon as a venue is secure, and will be held in historic St. Michaels, Maryland. The day will include a working lunch. The agenda will include the board's and president's evaluation, a special presentation, and a social hour.

Finally, a significant update on a number of major grants the College has received in the last few weeks. Almost all of the grants support our efforts in workforce development and the skilled trades. The college recently received a \$167,000 Maryland Energy Administration grant. The bulk of these funds are for student scholarships in the marine and welding programs. The Maryland Offshore Wind Education & Workforce Training runs through June 2027 and was submitted with support from the WIB, US Wind, Chesapeake Shipbuilding Corp, GKD-USA, Inc., Patriot Steel, and Yamaha Motor Corp.

The College also received a \$7,400 NSP II grant from MHEC for nursing faculty professional development. Two full-time faculty members will attend the International Nursing Association for Clinical Simulation and Learning conference, and two full-time faculty members will attend the Accreditation Commission for Education in Nursing conference.

In private gifts, the College is awaiting a \$150,000 gift from the estate of former registration specialist, Ms. Ann Bishop. Ms. Bishop passed in February of 2021 and was employed at the College from 1995 to 2013. Per her specifications, this gift will support the College's Todd Performing Arts Center.

The college received news that a long-time Caroline County donor passed in March and left provisions in his trust for an unrestricted gift to the Foundation. The amount of this gift is unknown, but its purpose will be determined by his widow. The College and Foundation are honored that both of these individuals considered the College in their estates and are very grateful for their gifts.

Dr. Coppersmith thanked our departing Board Members, Mr. Bob Grace and Mr. Michael Mulligan for their distinguished and selfless service to the Board and to Chesapeake and wished them well with whatever is next for them.

FINANCE AND FACILITIES REPORT

Mr. Garvey presented the following action items to the board for approval. Mr. Garvey commented that each item on their agenda was discussed in great detail during their committee meeting.

Action Item: Award of Contract – Technical Education Systems (Two Hydraulic Trainer Stations)

On a **MOTION** by Mr. Garvey, seconded by Dr. Armistead and carried unanimously, the Board approved the award of contract to Technical Education Solutions of Spartanburg, South Carolina to purchase two double sided SMC Hydraulic training stations for a total cost of \$95,454.82.

Action Item: Award of Contract – Tennis Court Replacement Project

On a **MOTION** by Mr. Garvey, seconded by Dr. Armistead and carried unanimously, the Board approves the award of contract to ATC Corp of Baltimore, Maryland in an amount not to exceed \$590,772.50.

Usage of the tennis courts will bring a benefit to the community and will bring more people on campus. Dr. Coppersmith commented this is great for the community, but there could be scheduling and safety issues. The college has not had issues in the past with the tennis courts. Having new courts could make it possible for the College to host pickle ball tournaments. The project will include three tennis courts; two half courts and ten pickle ball courts. Mr. Grace commented the college could see a lot of weekend traffic with all the pickle ball courts. Public Safety is on campus on the weekends and the gates are closed during the summer when the college is closed.

On a **MOTION** by Mr. Garvey, seconded by Mr. Nagel and carried unanimously, the Board approves a budget transfer from the Public Safety/Child Care Center Space Renovation project in the amount of \$8,372.50 to the Tennis Court Replacement Project to cover the required budget for the project.

A fund balance transfer was approved in the FY25 budget to cover the costs.

Action Item: Award of Contract - Fund Balance Transfer Closeout of State IT/AV Project

On a **MOTION** by Mr. Garvey, seconded by Mr. Nagel and carried unanimously, the Board approves a fund balance transfer to the State IT/AV project in the amount of \$19,940 for the balance of the local match for the project.

GOVERNANCE & HUMAN RESOURCES REPORT

Ms. Jackson-Stanley presented the following action items to the board for approval.

Action Item: Political Activity on Campus Policy

On a **MOTION** by Ms. Jackson-Stanley and seconded by Dr. Armistead and carried unanimously, the Board approved the Political Activity on Campus Policy.

This is a new policy and adopted from Wor-Wic Community College and vetted by legal counsel.

Action Item: Freedom of Speech and Peaceable Assembly Policy

On a **MOTION** by Ms. Jackson-Stanley and seconded by Mr. Grace and carried unanimously, the Board approved the Freedom of Speech and Peaceable Assembly Policy.

Action Item: FY2025 Board Meeting Schedule

On a **MOTION** by Ms. Jackson-Stanley and seconded by Dr. Armistead and carried unanimously, the Board approved the FY2025 Board Meeting Schedule.

Action Item: FY2025 Board Committee Meeting Schedule

On a MOTION by Ms. Jackson-Stanley and seconded by Dr. Armistead and carried unanimously, the board approved the FY2025 Board Committee Meeting Schedule.

PROGRAMS, PLANNING AND OUTREACH

Ms. Shorter had no items to report.

COLLEGE REPORTS

Staff Assembly (StARs)

Ms. Thomas, the Staff Assembly Chair, reported staff approved the Staff Assembly bylaws. The staff voted in their new members for FY2025. The StARs will host a luncheon for all staff of month winners. Voting for the new Staff Assembly Officers will take place next week.

Faculty Assembly

Mr. Crouse, Faculty Assembly Chair, reported the faculty are having discussions on how to handle more high school students and navigate a different mode of interaction. The faculty will discuss this with senior administrators.

TRUSTEES REPORT

Mr. Jafari, chair of the board, reported that the Board's retreat will begin at 12:00. A save the date calendar invite will be sent out to all board members. The retreat agenda will include the president's and board's evaluations, a MACC presentation from Mr. Brad Phillips, and a social hour. The two new board members are invited and hope to have both members officially on the board by the retreat date.

A gift of appreciation was presented to Mr. Grace as he will be retiring from the board on June 30, 2024.

CLOSED SESSION

On a MOTION by Mr. Nagel, seconded by Mr. McMahan and carried unanimously, the Board entered into a closed session in accordance with Md. Code, General Provisions Article § 3-305(b)(1), to discuss personnel matters.

OUT OF CLOSED SESSION

On a MOTION by Mr. Nagel, seconded by Mr. McMahan and carried unanimously, the Board adjourned closed session at 4:30 PM.

ACTION FROM CLOSED SESSION

In closed session, the Board of Trustees approved the extension of a temporary full-time faculty appointment, approved a faculty emeritus, and held a discussion on the Queen Anne's Technical Building project.

ADJOURNMENT

On a MOTION by Mr. Nagel seconded by Ms. Shorter and carried unanimously, the meeting was adjourned at 4:30 PM.



Latellya Stewart, Staff Associate to the Board

APPROVED:  DATE: 8/22/24
Reza Jafari, Chair 