

**CHESAPEAKE COLLEGE**  
**Wye Mills, MD**  
**BOARD OF TRUSTEES**  
**January 26, 2023**

**CALL TO ORDER**

A meeting of the Chesapeake College Board of Trustees was held on Thursday, January 26, 2023 at 3:03 p.m. in the Dorchester Administration Building Boardroom at the Chesapeake College Wye Mills Campus, Wye Mills, Maryland, and via Zoom video conference. Chair Mr. Bob Grace called the meeting to order.

**ATTENDANCE**

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

**ADDITIONS/CHANGES TO THE AGENDA**

There were no additions to the agenda but one change, there will be no closed session.

On a MOTION by Mr. Chris Garvey, seconded by Dr. Blenda Armistead and carried unanimously, the Board approved the changes to the agenda.

**PUBLIC COMMENTS**

None.

**CONSENT AGENDA**

On a MOTION by Mr. Mike Mulligan, seconded by Mr. Nash McMahan and carried unanimously, the Board approved the following consent agenda items:

Approval of Minutes - The minutes of the December 14, 2023 meeting

Approval of Minutes - The minutes of the December 14, 2023 closed session meeting

**PRESIDENT'S REPORT**

Dr. Cliff Coppersmith reported on the service and life of one of our former students, Corp. Lucas Nagel. He was the son of one of our board members, Mr. Milton Nagel. Mr. Nagel reported that a memorial scholarship fund has been set up through the Mid-Shore Community Foundation. This scholarship was set up to help other first responders and their families with trauma and mental health needs. Please consider supporting the needs of this scholarship. A scholarship will also be set up here at the College through the Foundation for Colonel Richardson High school students.

With funds from the State, the College can address things that we could not have previously funded. Also with the support of grants, we'll be able to fund two new positions, one in the business office and a grants position. The all-county budget meeting is scheduled for April 5<sup>th</sup>. The College received final approval of \$1.5 Million in earmarks. This will help support the skilled trades and the new Queen Anne's Technical Building. Enrollment is up 3% in FTE and 6% in headcount. The Upward Bound Program is up

and running on campus and we will have high school students on campus this summer. The CC Promise Program has been revised. Many who were not previously eligible may be eligible now.

Dr. Coppersmith thanked everyone for their support in helping to increase enrollment. Because of this increase in enrollment the CADE funding was increased 16%.

The 2023 commencement speaker will be Mr. Robert Sheehan, Jr. Mr. Sheehan is an alum of the college and the current Chesapeake College Foundation President.

### **STUDENT GOVERNMENT ASSOCIATION REPORT**

Dr. LaSella Hall reported for SGA as Ms. Mikaela was unable to attend the meeting. Ms. Mikaela has been attending POINT meetings. The next meeting is scheduled for January 19<sup>th</sup> at 1PM to discuss large scale events for students. The student organization fair is scheduled for January 25<sup>th</sup> and January 26<sup>th</sup> from 10:00AM to 3:00PM in the Caroline Center. Students will have the opportunity to sign up and join the various student organizations that are here on campus. The SGA will begin meeting to discuss Student Advocacy Day, which will be held on Tuesday, February 21<sup>st</sup> on Zoom. New student orientation will be held on Saturday, January 21<sup>st</sup> at 11:00AM on the Wye Mills Campus. Once a month the SGA supports the Corner of Care through community service. The SGA is looking to increase their membership as the semester continues.

### **FINANCE AND FACILITIES**

Dr. Blenda Armistead reported the committee met last week to discuss the budget and approve the awards of several contracts.

#### **Action Item**

##### **Award of Contract – Purchase of LRC Furniture**

On a **MOTION** by Dr. Blenda Armistead, seconded by Ms. Victoria Jackson-Stanley and carried unanimously, the Board approve the award of contract for the Learning Resource Center furniture replacement to Specialized Marketing, Ltd. Of Annapolis, Maryland in the amount not to exceed \$199,941.86.

#### **Action Item**

##### **Award of Contract – Asphalt Paving and Construction Services of Ring Road Replacement**

On a **MOTION** by Dr. Blenda Armistead, seconded by Mr. Reza Jafari and carried unanimously, the Board approve the award of contract for the Asphalt Paving and Construction Services for Ring Road Replacement Project to David A. Bramble of Chestertown, Maryland, in an amount not to exceed \$234,000. This not to exceed amount of \$234,000 will provide for the Phase 1 and Phase 2 base bids and the cost for estimated patching and bond costs.

Mr. Chris Garvey abstained himself from the vote.

## **Action Item**

### FY2024 Budget Proposal

Because of the increase in CADE funding, the budget will be revised to include an increase of faculty and staff compensation. The College was notified we will receive a Facilities Renewal Grant of \$1M.

On a **MOTION** by Dr. Blenda Armistead, seconded by Mr. Milton Nagel and carried unanimously, the Board approved the FY2024 Budget of all seven items of the budget.

- FY 2024 Operating Budget by Function
- FY 2024 Maintenance and Repair Fund
- FY 2024 Auxiliary Services Operating Budget
- FY 2024 Tuition and Fees Schedule
- FY 2024 Course Specific Fees
- Fund Balance Request – 2 projects
- New Position Authorization – 1.5 positions

## **Information Item**

### Queen Anne's Technical Building Program Statement

Ms. Miriam Collins worked on the program statement for the new tech building. The program statement will be presented to the state on January 30<sup>th</sup>. The best need for the college was to build a new building as opposed to renovating the current building. The skilled trades programs will be housed in this building. SBDC and USWIB will also be housed in the new building. The state has a year to approve. If approved, the state would cover 75% of the cost, with a local match of 25%. The local match may consist of a mix of county, private individual and foundation, and federal grant funding. Mr. Chris Garvey mentioned he will help with adding to the list of local architectural, engineering and civil businesses. All five counties support the funding of the new building. Dual enrollment could also benefit from using this new tech building.

## **GOVERNANCE & HUMAN RESOURCES**

Mr. Mike Mulligan reported that the committee did not meet last week and had nothing to report. However, the Maryland State Ethic Commission financial disclosure statements are due. Please send your Confirmation of Statement Submission to Ms. Latellya Stewart when complete.

## **PROGRAMS, PLANNING AND OUTREACH**

Mr. Reza Jafari reported they met on January 17<sup>th</sup>. There were no action items. Dr. Chandra Gigliotti gave an update on the Middle States Process. Dr. Gigliotti reported the working groups have met and drafts are being collected from each group. After the tri-chairs and editor reviews the drafts, they will go back to the working groups. They will be working over the summer on drafts. They have met with the liaison. After draft documents are complete they will ask for the board's feedback. The Board will meet with the chair of the committee and members of the Middle States team. Standard 7 is the governance standard and the board will be involved.

**COLLEGE REPORTS**

Faculty Assembly

Mr. David Timms, Faculty Assembly Chair, reported the faculty and students are back on campus as classed have started. The Academic Council is scheduled to meet on February 3<sup>rd</sup>.

Staff Assembly (StARs)

Ms. Ellen LaFrankie, the Staff Assembly representative, reported that the Staff member for the month of December was Angela DenHerder and for January was Angela Forgrave. The quarterly winner was Charles Schatz. The StARs are planning a Super Bowl Party for February 9<sup>th</sup>. The next staff meeting will be held in February.

**TRUSTEES REPORT**

Mr. Bob Grace reported on the MACC Legislative conference on January 23<sup>rd</sup>. This is great opportunity to meet with other trustees and legislators.

Dr. Coppersmith ask the board with their help with nomination for the Community Service Award. If anyone has any nominations, please forward your recommendations to him.

**ADJOURNMENT**

On a **MOTION** by Mr. Chris Garvey, seconded by Mr. Mike Mulligan and carried unanimously, the meeting was adjourned at 4:01 p.m.

[Redacted Signature]

Latellya Stewart, Assistant Secretary to the Board

APPROVED: \_\_\_\_\_

[Redacted Signature]

Bob Grace, Chair

DATE: \_\_\_\_\_

2/23/23