

**CHESAPEAKE COLLEGE**  
**Wye Mills, MD**  
**BOARD OF TRUSTEES**  
**February 23, 2023**

**CALL TO ORDER**

A meeting of the Chesapeake College Board of Trustees was held on Thursday, February 23, 2023 at 3:00 p.m. in Room 101 at the Chesapeake College Cambridge Center, Cambridge, 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. Chris Garvey, and Ms. Brenda Shorter. Absent were Mr. Mike Mulligan and Mr. Milton Nagel. Dr. Clifford Coppersmith and Ms. Latellya Stewart were also present.

**ADDITIONS/CHANGES TO THE AGENDA**

There was one addition to the agenda, public vote on tuition.

**PUBLIC COMMENTS**

None.

**CONSENT AGENDA**

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

Approval of Minutes - The minutes of the January 26, 2023 meeting

**PRESIDENT'S REPORT**

Dr. Cliff Coppersmith gave special thanks to all the Cambridge Center staff, Ms. Roxine Benkini, Ms. Jo-Ann Adams, and Mr. Jonathan Turner. They did a wonderful job preparing for our meeting. Also thanks to the IT staff David Rosenthal and Jerry LaLone for making sure the IT systems are up and working today.

Congratulations goes out to our Men's and Woman's basketball teams. The Men's team is now ranked # sweet 16 in community colleges across the nation. Chesapeake has had our fifth pitcher, Allen Sathhoff, from the Men's baseball team, to sign with the Seattle Mariners. Mr. Sathhoff is from Ridgely, Maryland and was picked up on a free agent contract. We have a total of five baseball players make it to the major leagues since 2002.

Mr. Reza Jafari will report on the ACCT conference they attended earlier this month. It was a good experience and they learned about the national community college priorities. We also corresponded with our Senate and House leaders from across the country. Secretary of Transportation, Pete Buttigieg was one of the speakers. The special key note address was First Lady Jill Biden in a televised appearance.

Mr. Coppersmith and Mr. Jafari met with Mr. Keith Myers of Campus Works. More information will be presented later in the meeting. They also met with Sen. Cardin as he supports community college education.

The college continues to see an increase in spring enrollment with 3.56% in FTE and over 5.5 % in headcount. Dual enrollment also continues to increase with over five hundred high school students enrolled in college level courses at Chesapeake. This is 30% of enrollment and will likely continue to increase as tuition, fees and book will be paid by the counties for dual enrollment students. Upward bound will also support dual enrollment as they will serve underserved, first generation population in three of our five counties.

The College Budget Committee is continuing to work through the proposed state budget. They will keep working through the next coming months to have a revised budget later this spring. County budget meeting will begin with Caroline County next week on February 28<sup>th</sup>.

Dr. LaSella Hall and Ms. Dana Bowser, along with the Multicultural Advisory Committee held the first in-person Black History Month lunch since February 2020. Mr. Kamari Collins was the keynote address speaker. Over eighty were in attendance. Proceeds from the event help support the JC Gibson Endowed Scholarship Fund. Members of the Gibson family was in attendance. On Tuesday, Dr. LaSella Hall, Mr. Kamari Collins, Ms. Dana Bowser, and Ms. Allie Sliver along with SGA leaders and student participated in the annual Student Advocacy Day. Students were able to meet with five of our delegates. Dr. Coppersmith thanked Dr. LaSella Hall and SGA student leaders for their excellent work in preparing for Advocacy Day.

Five Key legislation we are monitoring

- Overall budget allocation for Community Colleges
- SB 662: Decentralization of the Promise Scholarship
- Funding Tuition Wavers
- Capital Renewal
- Fairness in Transfer

The Workforce Training programs are seeing significant changes in the Skilled Trades operations. The department is shifting to being led primarily by industry experts in Marine Trades, Transportation, Welding and Fabrication, Advanced Manufacturing, and Construction.

The campus is returning to its new normal. The parking lots are full, the men's baseball and women's softball teams are preparing for their spring session. The basketball teams are preparing for their state tournaments. And the Food Services is serving a salad bar again!

### **STUDENT GOVERNMENT ASSOCIATION REPORT**

Ms. Ann Seymour, Vice President of SGA, reported that the SGA now has a full board, and they meet regularly. Student Advocacy day was a success they were able to meet with state legislators. The president of SGA continues to attend POINT meetings.

## **FINANCE AND FACILITIES**

Dr. Blenda Armistead reported the committee meet last week.

### **Action Item**

#### **Award of Contract – Nuventive Contract**

The Nuventive software TracDat needs to be upgraded to the new version called Nuventive Improvement Platform. This new platform will enhance the power of the existing software.

On a **MOTION** by Dr. Blenda Armistead, seconded by Mr. Reza Jafari and carried unanimously, the Board approve the award of contract to Nuventive for \$25,000 annually of three years (FY2024-FY2026). A total of \$75,000. This contract covers software subscription and managed services.

### **Action Item**

#### **Award of Contract – Aruba Core Switches Contract**

The Aruba Core Switches will improve the telephony Quality of Service.

On a **MOTION** by Dr. Blenda Armistead, seconded by Ms. Victoria Jackson-Stanley and carried unanimously, the Board approved the purchase from ePlus for two (2) Aruba core switches for the benefits described in this memorandum at a cost not to exceed \$79,971.18.

### **Informational Item**

#### **Campus Works Three Year Plan**

Mr. Keith Myers presented to the board the IT strategic transformation plan. This will be a three year journey. Campus Works is helping the college get to a place where their IT structure is safe. They will be with the college for the next four or five months, at which point a new CIO will be hired.

**Proposed Tuition increase** – The increase of tuition is not needed as the budget has been revised. Keep tuition and fees to stay at the FY23 rate. The vote was taken by email.

On a **MOTION** by Dr. Blenda Armistead, and seconded by Ms. Victoria Jackson Stanley and carried unanimously, the Board approved to keep the tuition and fees at the FY23 rate.

The finance committee will discuss further fraudulent check deposits.

## **GOVERNANCE & HUMAN RESOURCES**

Ms. Victoria Jackson-Stanley reported that the Committee met to approve faculty appointments and promotions policy. Dr. Dave Harper reported that if approved the approximate cost of funding this policy would be about \$26,000. This revision would help ensure equity in faculty initial salary placement and promotion.

**Action Item**

Faculty Appointment/Promotions Policy

On a **MOTION** by Ms. Victoria Jackson-Stanley, seconded by Dr. Blenda Armistead and carried unanimously, the Board approved the revised Faculty Appointment and Promotion Policies.

**PROGRAMS, PLANNING AND OUTREACH**

The addition of this new program is designed to transfer to a four year program.

**Action Item**

Program Addition – AS 371: Information Technology

On a **MOTION** by Ms. Brenda Shorter, seconded by Mr. Chris Garvey and carried unanimously, the Board approved the program addition for AS 371 Information Technology.

**Informational Item**

Branding Concepts

Ms. Danielle Darling presented to the board the three branding concepts. Focus groups will look at the concepts also. The consulting company would like to have fee back from everyone. Focus groups will be meeting this month with a soft launch in April.

**COLLEGE REPORTS**

Faculty Assembly

Mr. David Timms, Faculty Assembly Chair, reported that the Nursing students are doing a simulation of a non-English speaking patient. Faculty Assembly will be meeting on Friday March 3<sup>rd</sup>. Nice to have faculty and staff back on campus.

Staff Assembly (StARs)

Ms. Jo-Ann Adams, the Staff Assembly representative, reported on annual super bowl event raised \$90, and at the staff assembly meeting there were four presenters.

**TRUSTEES REPORT**

Mr. Bob Grace thanked everyone for coming to Cambridge. A friend-raiser in Kent County will be the first of five county meetings. The mid-year board retreat set for June 15<sup>th</sup>. Please let Ms. Latellya Stewart know if you are available on that date or not. Mr. Grace also thanked everyone for participating in committee work.

There are two nominations for Community service award. Both nomination will be presented to the PPO committee any recommendation.

**ADJOURNMENT**

On a **MOTION** by Mr. Chris Garvey, seconded by Mr. Nash McMahan and carried unanimously, the meeting was adjourned at 4:20 p.m.

Approved March 23, 2023

[Redacted Signature]

Latellya Stewart, Assistant Secretary to the Board

[Redacted Signature]

APPROVED:

Bob Grace, Chair

DATE:

3/23/23