

CHESAPEAKE COLLEGE
Wye Mills, MD
BOARD OF TRUSTEES
January 23, 2025

CALL TO ORDER

A meeting of the Chesapeake College Board of Trustees was held on Thursday, January 23, 2025, at 3:11 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. Addie Eckardt, Mr. Reza Jafari, Ms. Shelly Gross-Wade, Ms. Erica Osterhout and Mr. Milton Nagel attended the meeting in-person. Mr. Chris Garvey attended the meeting by Zoom. Absent were Ms. Mary Dennard-Turner, Mr. Brent Fuchs, and 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.

On a **MOTION** by Ms. Gross-Wade seconded by Ms. Eckardt and carried unanimously, the Board approved the draft agenda.

PUBLIC COMMENTS

None.

CONSENT AGENDA

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

Approval of Minutes - The minutes of the December 18, 2024 meeting.

SGA REPORT

Haley Wondrash, SGA president, shared that the students are settling back into campus activities, including participating in events such as new student orientation. Several students have shown interest in student government. She also mentioned the upcoming spring dance and is looking forward to other events throughout the semester.

PRESIDENT'S REPORT

Dr. Coppersmith, president, reported the Spring 2025 semester has officially begun at Chesapeake, bringing renewed energy to campus. The women's and men's basketball teams started strong with victories over Baltimore City Community College.

Financially, Chesapeake received a 6% funding increase due to the state budget allocation, reversing last year's cuts. This allows for a proposed 3% salary increase (subject to collective bargaining for full time faculty) for employees and restoration of department budgets. Additionally, the Queen Anne's Tech

Building project is now eligible for funding, potentially beginning design in October 2025, pending legislative approval.

The new Mobile Welding Laboratory is set to be deployed in the community, with a launch event on April 24. Enrollment continues to rise, with a 3% increase in FTE and a 4% rise in headcount, mirroring national trends.

Upcoming events include the Trustee Legislative Conference and Student Advocacy Day in Annapolis, along with engagement in state budget discussions. Despite challenges with a new administration and ongoing financial concerns, Chesapeake remains committed to student success, economic development, and community engagement.

FINANCE AND FACILITIES REPORT

Mr. Garvey presented the following action items to the board for approval.

Action Item: Award of Contract – Skyline Technology Solutions – Building Access Controls

On a **MOTION** by Mr. Garvey, seconded by Mr. Nagel and carried unanimously, the Board approved the award of contract to Skyline Technology Solutions for the installation of the proposed Axis Building Access Control System in an amount not to exceed \$358,526.50.

Mr. Garvey noted that a significant portion of the funding comes from grants and expressed his gratitude to Ms. Smith and her team for their excellent work.

Action Item: FY2026 Budget Proposal

On a **MOTION** by Mr. Garvey, seconded by Ms. Gross-Wade and carried unanimously, the Board approved the FY2026 budget proposal.

- FY2026 Operation Budget by Function
 - Total Authorization 29,584,372
 - County Contribution \$ 7,678,179
- FY2026 Maintenance and Repair Fund
 - Total Authorization \$589,500
 - County Contribution \$397,800
 - Transfer from Unrestricted fund \$191,700
- FY2026 Auxiliary Services Operation Budget
 - Total Authorization \$1,164,862
- FY2026 Tuition and Fees Schedule
- FY2026 Course Specific Fees
- Fund Balance Request – 5 Projects
 - Total Authorization \$978,340
 - Fund Balance Request from Unrestricted Fund Balance \$978,340
- New Position Authorization – 1 Position
- Capital Project – Queen Anne’s Technical Building (QAT)
 - Total State Funding \$42,328,680 (75%)
 - Total Local Funding \$14,109,560 (25%)

Mr. Nagel noted that last year's approved budget required modifications and that while the current budget is being approved today, further changes may be necessary. He emphasized the need for continued county support, highlighting the college's unique position. Mr. Jafari thanked Ms. Smith and her team. He acknowledged that the budget committee dedicated personal time to complete the budget, even with Monday being a holiday, and stated that the budget will remain a working document.

GOVERNANCE & HUMAN RESOURCES REPORT

Ms. Osterhout presented the following action items to the board for approval.

Action Item: Cultural Regalia at Commencement Policy

Dr. MOE recognized the students at the board meeting for their research that was conducted across the sixteen community colleges in Maryland. The policy positions Chesapeake as a leader in this area. Dr. Coppersmith also expressed gratitude to SGA for their efforts in shaping the policy.

On a **MOTION** by Ms. Osterhout and seconded by Ms. Gross-Wade and carried unanimously, the Board approved the Cultural Regalia Commencement Policy.

Action Item: GLBA Information Security Program Policy

Mr. Moore explained that the policy will cover students, employees and other entities that conduct business with the College. The policy also states that violation of this policy may result in immediate revocation of access to IT resources and disciplinary measures up to and including termination of employment or contract.

On a **MOTION** by Ms. Osterhout and seconded by Ms. Gross Wade and carried unanimously, the Board approved GLBA Information Security Program Policy.

PROGRAMS, PLANNING AND OUTREACH

No Report.

COLLEGE REPORTS

Faculty Assembly

Mr. Crouse, Faculty Assembly Chair, reported that faculty have begun classes and are working on syllabus improvements to support students, a process they undertook over winter break. He emphasized the essential role of IT and instructional staff, noting that IT resolved a computer issue by the end of the day and informed him via email. Mr. Crouse also acknowledged Mr. Jerry LaLone for his efforts in fixing the computer. Mr. Jafari expressed gratitude to Mr. Moore and the IT staff for their support.

Staff Assembly (StARs)

Ms. Wefelmeyer, Staff Assembly Representative, announced a series of spring events, including a social event after work, a Super Bowl party, bowling, and an ice cream social. Additionally, professional development sessions are planned, with a Microsoft Teams session on March 13. The next Staff Assembly meeting is scheduled for April 17.

TRUSTEES REPORT

Mr. Jafari, Chair of the Board, announced that the next board meeting will be held at the Cambridge Center in February. He also noted key upcoming events, including the MACC Legislative Reception on January 27 and the ACCT Leadership Congress, with early registration beginning in February for the event scheduled from October 22–26, 2025. Ms. Gross-Wade shared her appreciation for seeing students at the Holiday Reception that was held in December.

ADJOURNMENT

On a **MOTION** by Mr. Nagel, seconded by Ms. Osterhout and carried unanimously, the meeting was adjourned at 3:46 PM.



Latellya Stewart, Staff Associate to the Board

APPROVED:  _____ DATE: Feb. 27, 25
Reza Jafari, Chair 