

CHESAPEAKE COLLEGE
Wye Mills, MD
BOARD OF TRUSTEES
April 24, 2025

CALL TO ORDER

A meeting of the Chesapeake College Board of Trustees was held on Thursday, April 24, 2025, 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. Reza Jafari, Ms. Erica Osterhout, and Ms. Shelly Gross-Wade attended the meeting in-person. Ms. Addie Eckardt, Mr. Brent Fuchs, Mr. Chris Garvey, and Ms. Brenda Shorter attended the meeting by Zoom. Absent was Mr. Milton Nagel. Dr. Clifford Coppersmith and Ms. Latellya Stewart were also present.

ADDITIONS/CHANGES TO THE AGENDA

There were no additions to the agenda.

PUBLIC COMMENTS

None.

CONSENT AGENDA

On a **MOTION** by Ms. Gross-Wade, seconded by Ms. Dennard-Turner and carried unanimously, the Board approved the following consent agenda items:

- Approval of Minutes - The minutes of the March 27, 2025 meeting.
The minutes of the March 27, 2025 closed session meeting.

On a **MOTION** by Mr. Garvey, seconded by Ms. Shorter and carried unanimously, the board approved the Conferral of Degrees and Certificates.

The data included in the board packet regarding the graduate candidates is important and should be discussed in greater detail at a future board meeting.

SGA Report

Ms. Wondrash, SGA President, delivered her final board report. She announced the launch of a new online suggestion box on campus, allowing students to share comments and feedback with SGA; submissions have already been received. She also reported that preparations are underway for the Spring Formal, scheduled for tomorrow night, with the theme "Masquerade in Paris." All are welcome to attend. In preparation for the transition to new leadership, SGA held an interest meeting for prospective members. Elections will take place next Monday and Tuesday. Ms. Wondrash shared that she will be graduating in May and plans to attend Salisbury University. She expressed her gratitude to everyone for their support. Mr. Jafari encouraged Ms. Wondrash to never forget Chesapeake.

PRESIDENT'S REPORT

Dr. Coppersmith reported today is a great day for Chesapeake College. Our busy schedule shows how active and committed we are, even as we approach commencement season. A few weeks ago, the college hosted Governor Wes Moore and his cabinet for one of their regular meetings held outside of Annapolis. Sponsored by Queen Anne's County, Chesapeake was chosen because of space, safety, event management, and food service capabilities. Mr. Jafari and Dr. Coppersmith welcomed the Governor and shared highlights about the College. Later that day, Lt. Governor Aruna Miller and the Secretaries of Labor, Commerce, and Higher Education toured the skilled trades facilities, including the Mobile Welding Lab, Higher Ebb, and the Queen Anne's Tech Building labs. They were impressed by our programs, our students, and our partnerships with local businesses and industries. Today, the college is holding a showcase event for community members, school leaders, and the public, highlighting our new skilled trades labs and equipment. At 1:30 p.m., the Higher Ebb was christened and a ribbon-cutting ceremony was held for the Mobile Welding Lab with local dignitaries. Student activities are in full swing, with Unity Fest, last week, and the Spring Formal, taking place tomorrow. Special thanks to Ms. Hall for her leadership. In athletics, the Women's Softball Team finished their season last night, and the Men's Baseball Team is having a strong season. Enrollment is up 4.4% compared to last year, making this the best spring semester since 2017. We also received great news: the state approved funding for the Queen Anne's Tech Building project. Last week, during the annual meeting with our five counties, the college's FY2026 budget—including a 5% increase, fund balance request, and Phase 1 of the capital project—was unanimously approved. We are very grateful for the counties' support. Tonight, we will meet with our Program Advisory Committees to keep our programs current with industry needs. Finally, our Op-Ed celebrating Community College Month and the College's 60th Anniversary was published last weekend in the Star Democrat. We look forward to more events later this year, leading up to our Holiday Reception and the celebration of Chesapeake's founding.

FINANCE AND FACILITIES REPORT

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

Action Item: Award of Contract – LearningSpace Server Replacement

On a **MOTION** by Mr. Garvey, seconded by Ms. Shorter and carried unanimously, the Board approved the purchase of replacement servers and associated installation expenses for the LearningSpace healthcare simulation platform from Elevate Health at a cost not to exceed \$78,200.40.

Information Item: IT Update

Mr. Moore provided the monthly IT update as part of the Finance & Facilities Committee report. He shared ongoing efforts to improve audiovisual (AV) systems and enhance the overall learning experience. The IT department is actively addressing technology needs identified in the recent employee survey and is working closely with faculty and staff to better serve students. While progress has been made, some gaps remain. A major priority is to first standardize the College's IT environment. Discussions are underway regarding cloud-based strategies to modernize systems. An improvement has already been made where computers no longer need to be physically brought to the IT department for service, reflecting growing trust in IT support services. Mr. Moore emphasized that the College community needs a strong IT department to support student success.

Other key initiatives include:

- Establishing formal processes for document management.
- Replacing outdated hardware and upgrading NextCloud.
- Promoting data-driven decision-making across campus.
- Shifting the culture to prioritize the use of real-time data and access to information.
- Expanding access to Microsoft apps for students at no cost.

Mr. Garvey expressed appreciation for Mr. Moore and the entire IT team for their dedication.

GOVERNANCE & HUMAN RESOURCES REPORT

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

Action Item: Use of Force Policy

This Public Safety policy is currently in process, and thanks were extended to the board for their guidance. Training requirements include 88 hours of initial training, with renewal every three years. The new policy will also allow for additional training opportunities. Public Safety officers are authorized to carry firearms and are required to complete firearms training at the range once a year. Emergency phones are installed in all campus buildings and connect directly to Public Safety. Desk phones are also available inside all offices; however, there are no emergency phones located outside the buildings.

On a **MOTION** by Ms. Osterhout and seconded by Ms. Garvey and carried unanimously, the Board approved the Use of Force Policy.

Action Item: Digital Content Accessibility Policy

On a **MOTION** by Ms. Osterhout and seconded by Ms. Dennard-Turner and carried unanimously, the Board approved the Digital Content Accessibility Policy.

PROGRAMS, PLANNING AND OUTREACH

No report.

COLLEGE REPORTS

Faculty Assembly

Mr. Crouse, Faculty Assembly Chair, reported that the faculty union bylaws are being voted on today. He noted that it has been a long and complicated process, with bylaws being voted on both locally and across the state. Mr. Crouse and Ms. Reinard will continue to serve as Chair and Vice Chair, respectively. New officers have also been elected.

Staff Assembly (StARs)

Mr. Zafarullah, StARs Representative, reported that StARs is currently seeking new members. The last day to apply is April 30, and all are welcome to apply. The next Staff Assembly Social will be held on May 8 at Ten Eyck. An ice cream truck event is also planned for June 10.

TRUSTEES REPORT

Mr. Jafari, Chair of the Board, thanked Dr. Coppersmith for his leadership and the hard work behind his monthly reports. He acknowledged the President's efforts in meeting with the Governor, the Cabinet,

and community members, as well as attending the county budget meeting. Mr. Jafari also expressed his appreciation for all the College's support staff, noting that everyone is working together toward a common goal. He specifically thanked senior leadership, maintenance staff, and custodial teams, noting the consistent high marks received from counties regarding the College's well-maintained grounds.

Reminders:

- ACCT Conference Registration: Information will be sent out soon.
- Commencement on May 21:
 - Speaker: Senator Ben Cardin
 - Harrison Award Winner: Cianni Phillips
 - Community Service Award Winner: Senator Ben Cardin
 - Trustees Reception: 12:00 PM
 - Commencement Ceremony: 2:00 PM

CLOSED SESSION

On a **MOTION** by Dr. Armistead, seconded by Ms. Gross-Wade 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 Ms. Dennard-Turner, seconded by Ms. Gross-Wade and carried unanimously, the Board adjourned closed session at 4:32 PM.

ACTION FROM CLOSED SESSION

In closed session, the Board of Trustees discussed personnel matters.

ADJOURNMENT

On a **MOTION** by Ms. Gross-Wade seconded by Dr. Armistead and carried unanimously, the meeting was adjourned at 4:32 PM.



Latellya Stéwart, Staff Associate to the Board

APPROVED:  _____ DATE: 6/12/25

Reza Jafari, Chair