

CHESAPEAKE COLLEGE
Wye Mills, MD
BOARD OF TRUSTEES
June 12, 2025

CALL TO ORDER

A meeting of the Chesapeake College Board of Trustees was held on Thursday, June 12, 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, Ms. Erica Osterhout, and Mr. Reza Jafari attended the meeting in-person. Ms. Addie Eckardt, Mr. Brent Fuchs, Mr. Chris Garvey, Ms. Shelly Gross-Wade, Mr. Milton Nagel, and Ms. Brenda Shorter attended the meeting by Zoom. 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.

On a **MOTION** by Ms. Osterhout, seconded by Ms. Eckardt and carried unanimously, the Board accepted the agenda as presented.

CONSENT AGENDA

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

- Approval of Minutes - The minutes of the April 24, 2025 meeting.
- The minutes of the April 24, 2025 closed session meeting.

PRESIDENT'S REPORT

Dr. Coppersmith welcomed Board members to campus and noted an active summer schedule, including the Upward Bound Pre-College Summer Academy (June 23–August 1) and Summer Bridge courses beginning June 16.

Enrollment continues to grow: FY2025 Funded FTE increased 4.4%, summer credit headcount is up 5% and FTE nearly 8%, and fall credit enrollment shows a 14% headcount and 17% FTE increase. Growth is attributed to recruitment, marketing, and faculty efforts, with notable increases in first-time and dual-enrolled students.

Two new initiatives contributed to enrollment growth:

Set Sail Days – Advisors visited local high schools to provide planning, registration, and financial aid guidance, resulting in 73 first-time registrations, a 230% increase from last fall.

Skipjack Days – High school seniors received personalized advising, campus tours, and support information.

On the national policy, the Senate Committee on Health, Education, Labor, and Pensions advanced a reconciliation proposal supporting student aid and Workforce Pell Grants, rejecting House Bill provisions unfavorable to community colleges.

Summer highlights include the mobile welding lab visiting multiple locations and progress on the Technology Building Project, with the RFP for design phase forthcoming.

The President thanked students, faculty, and staff for a successful 2025 academic year and noted optimism for the institution's next 60 years.

Commencement speaker and president did a great job at commencement.

Talbot County Council member, Keasha Haythe, was not acknowledged at commencement, the college would like to acknowledge her attendance and the graduates of the Foundation of HOPE.

FINANCE AND FACILITIES REPORT

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

Action Item: Award of Contract – Maternal/Fetal Training Simulation Manikan

On a **MOTION** by Mr. Garvey, seconded by Ms. Eckardt and carried unanimously, the Board approved the contract with Laerdal not to exceed \$101,212.20 for the purchase and technical coverage for a period of 36 months of the Mama Anne birthing simulator.

Action Item: Award of Contract – MDREN FY 2026

On a **MOTION** by Mr. Garvey, seconded by Dr. Armistead and carried unanimously, the Board approved the annual contract renewal for the continuation of the following MDREN services: internet, video and point to point access at a cost of \$75,385.69.

Action Item: Award of Contract – Microsoft 365 Renewal

On a **MOTION** by Mr. Garvey, seconded by Mr. Fuchs and carried unanimously, the Board approved the purchase of Microsoft 365, Windows, Office, SQL server, and Visio licensing through Bell Techlogix at a cost not to exceed \$53,279.16 for FY 2026.

Action Item: Award of Contract – First Floor Dorchester Renovations

Mr. Garvey recused himself from this vote.

On a **MOTION** by Dr. Armistead, seconded by Ms. Eckardt and carried unanimously, the Board approved the award of contract for the 1st Floor Dorchester Admin. Building Phase One Renovation in an amount not to exceed \$628,992 plus a 10% contingency (\$62,899) to Willow Construction LLC of Easton, Maryland. The contingency amount will be used only in the event of unforeseen circumstances that arise during the project that need to be addressed. Approval for use of any of the contingency will be made only with the approval of the Vice President for Administrative Services.

GOVERNANCE & HUMAN RESOURCES REPORT

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

Action Item: CC Student Code of Conduct

On a **MOTION** by Ms. Osterhout and seconded by Ms. Eckardt and carried unanimously, the Board approved the CC Student Code of Conduct.

Action Item: FY2026 Board Meeting and Committee Meeting Schedules

On a **MOTION** by Ms. Osterhout and seconded by Dr. Armistead and carried unanimously, the Board approved the FY26 Board Meeting Schedule and the FY26 Committee Meeting Schedule.

PROGRAMS, PLANNING AND OUTREACH

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

Action Item: 2025 Cultural Diversity Report

Mr. C. Hall stated that current goals will be linked to the current strategic plan. He reported that the Maryland Higher Education Commission (MHEC) requires a mandated report from all Maryland community colleges. This year, MHEC did not provide guided questions for the report, and the content is unspecified. The plan must be approved by July 1 and submitted by September 1. This will be the new report for the upcoming year and will include a list of items the College intends to measure.

On a **MOTION** by Ms. Shorter and seconded by Ms. Dennard-Turner and carried unanimously, the Board approved the 2025 Cultural Diversity Report.

COLLEGE REPORTS

Dr. Coppersmith reported that Dr. Collins has accepted a new position and thanked him for his leadership in restoring the division. He will oversee two college campuses in Connecticut. Congratulations and best wishes were extended. Dr. Collins expressed his appreciation for the support and well wishes. Mr. Jafari also thanked him for his outstanding work. A search for a replacement will be conducted, and an interim appointment will be made in the meantime.

Faculty Assembly

Dr. Reinard, Faculty Assembly Vice Chair, reported that the faculty will miss Dr. Collins. She noted that 67 sections are being taught during the summer session and expressed that she enjoyed the graduation ceremony.

Staff Assembly (StARs)

Ms. Hardin, StARs Chair, reported that this was her last meeting as StARs Chair and that new StARs members will be joining for the FY26 year. She noted that an ice cream truck will be on campus this week and that the end-of-year report is being finalized.

TRUSTEES REPORT

Mr. Jafari, Chair of the Board, reported that registration for the ACCT Congress Leadership event is approaching and asked members to notify Ms. Stewart if they plan to attend. He noted that the possible

date for the Board retreat is August 28, to be held prior to the Board meeting. Additional possible dates will be shared via a Doodle poll.

CLOSED SESSION

On a **MOTION** by Mr. Jafari, seconded by Dr. Armistead 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 Dr. Armistead, seconded by Mr. Garvey and carried unanimously, the Board adjourned closed session at 4:22 PM.

ACTION FROM CLOSED SESSION

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

Action item – Update to Board of Trustees Bylaws

On a **MOTION** by Ms. Dennard-Turner and seconded by Ms. Osterhout and carried unanimously, the Board approved the changes to the Board of Trustees Bylaws with amendments that were discussed.

Action item – Slate of Officers

On a **MOTION** by Ms. Eckardt and seconded by Dr. Armistead and carried unanimously, the Board approved the slate of officers:

- Chair – Mr. Reza Jafari
- Vice Chair – Ms. Shelly Gross-Wade

ADJOURNMENT

On a **MOTION** by Ms. Osterhout seconded by Dr. Armistead and carried unanimously, the meeting was adjourned at 4:30 PM.



Latellya Stewart, Staff Associate to the Board

APPROVED:  _____ DATE: 8/28/25

Reza Jafari, Chair