

**CHESAPEAKE COLLEGE**  
**Wye Mills, MD**  
**BOARD OF TRUSTEES**  
**August 28, 2025**

**CALL TO ORDER**

A meeting of the Chesapeake College Board of Trustees was held on Thursday, August 28, 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. Addie Eckardt, Mr. Brent Fuchs, Mr. Chris Garvey, Mr. Reza Jafari, Ms. Erica Osterhout, Ms. Shelly Gross-Wade and Ms. Brenda Shorter attended the meeting in-person. 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. Eckardt, seconded by Ms. Gross-Wade and carried unanimously, the Board approved the agenda.

**PUBLIC COMMENTS**

None.

**CONSENT AGENDA**

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

- Approval of Minutes - The minutes of the June 12, 2025 meeting.  
The minutes of the June 12, 2025 closed session meeting.

**STUDENT GOVERNMENT REPORT**

Ms. Sarah Crump, SGA Secretary, reported that one of the SGA's first priorities this semester was revising the SGA Constitution. The updated version clarifies language and streamlines the format: *"The Chesapeake College Student Government Association serves to grow the greater campus community by bridging the gap between students and college administration, connecting students of all paths, and creating opportunities for engagement."*

Ms. Crump noted that the semester has started strong. Orientation was attended by more than one hundred students, and Welcome Week, held August 20–21 in the quad, was also well attended. Feedback from SGA members has been very positive, with students showing strong engagement and open communication.

SGA members confirmed the meeting schedule for the semester, which will include weekly meetings and biweekly open meetings for the student body. Plans were finalized for an SGA Open House on September 23 with the purpose of connecting student groups and improving interorganizational communication. The SGA also confirmed participation in upcoming campus events, including the 9/11 Remembrance Ceremony, the Health Fair on September 11, and Constitution Day.

Additional discussion centered on goals for the semester. Topics included developing more effective communication strategies, such as a newsletter and expanded use of electronic outreach, exploring new fundraising and event opportunities, and increasing the visibility of student organizations and campus resources.

### **PRESIDENT'S REPORT**

Dr. Coppersmith welcomed the Board back from summer recess and noted that the College had a productive summer, hosting a town hall with Senator Chris Van Hollen, offering trainings and conferences, and engaging in community activities. The President shared highlights from the recent State of the College address and the Performance Accountability Report, which are available for review by Trustees. He also recognized Harrison Award Winner Cianni Phillips, who continues her education while mentoring Upward Bound students.

Dr. Coppersmith provided an overview of student success outcomes. 75% of students attempting 18 credits within their first two years continue their education or graduate, and 93% of transfer students maintain a GPA of 2.0 or higher. Health Professions students maintain licensure rates above 85%, with the Nursing program achieving a 100% NCLEX pass rate for the fourth consecutive year. Workforce initiatives include new construction, HVAC, electrical, and advanced manufacturing labs, as well as a mobile welding lab serving multiple counties. Fall 2025 enrollment shows a 6% increase in FTE and a 7% increase in headcount, with 34% of students dual-enrolled in high school programs. These are preliminary enrollment numbers, with final figures to be confirmed after the census in the second week of September. While increases are expected to hold, the final data will account for any drops or withdrawals before census. Current figures reflect credit enrollment only; noncredit enrollment numbers will be available later in the year.

It was noted that last year's improvement in for-credit FTE enrollment was offset by a decline in noncredit enrollment, resulting in essentially flat overall enrollment for the academic year. Ongoing efforts are expected to support real growth over time, moving closer to pre-pandemic levels seen in 2019–2020.

Chesapeake College continues to strengthen partnerships with local school districts, counties, and regional employers. The Upward Bound Summer Academy served approximately 90 students, with 90% completing college-level coursework. Dr. Coppersmith also acknowledged the contributions of IT, HR, Marketing, and Facilities teams for improving systems, processes, and campus infrastructure.

The Board reviewed the College's new Strategic Plan, emphasizing educational leadership, student empowerment, thriving partnerships, innovation, and inclusive excellence. Ongoing initiatives include compliance with ADA digital accessibility requirements and adaptation to emerging AI technologies. Dr. Coppersmith welcomed the new SGA leadership and emphasized continued support for student needs, including mental health, food insecurity, and transportation.

Dr. Coppersmith thanked the Trustees for their service and reaffirmed the College's commitment to enrollment, retention, and student success as Chesapeake College celebrates its 60th anniversary.

Dr. Coppersmith introduced the new Director of Public Safety, Mr. Kerim Sarier, and the interim VP of Student Success and Enrollment Management, Dr. Miriam Osborne-Elliott.

Mr. Jafari thanked Dr. Coppersmith for his leadership and noted that students are at the center of the College team's efforts.

### **FINANCE AND FACILITIES REPORT**

Ms. Gross-Wade presented the following action items to the board for approval.

#### **Action Item: Award of Contract – Technical Educational Systems**

On a **MOTION** by Ms. Gross-Wade, seconded by Dr. Armistead and carried unanimously, the Board approved the award of contract to Technical Education Solutions for a new Tormach 8L CNC lathe and a new Tormach 770M CNC mill in an amount not to exceed \$61,150 for both machines.

#### **Action Item: Award of Contract – Athletic Team Transportation FY2026**

On a **MOTION** by Ms. Gross-Wade, seconded by Ms. Eckardt and carried unanimously, the Board approved the award of contract for the athletic team transportation for FY2026 to Blanchard Charter of Severn, Maryland in an amount not to exceed \$110,000. Changes to this contract as proposed in the RFP may be necessary to accommodate schedule changes, playoff games, etc. as the college progresses into the teams' respective seasons.

#### **Action Item: Award of Contract – Grounds Equipment Purchase**

On a **MOTION** by Ms. Gross-Wade, seconded by Ms. Shorter and carried unanimously, the Board approved the award of contract to AG-Industrial for the purchase of one New Holland tractor and one BEFCO mower offset by \$3,500 in equipment trade-ins for an amount not to exceed \$98,799.50.

#### **Action Item: Award of Contract – Food Service Contract Continuation**

On a **MOTION** by Ms. Gross-Wade, seconded by Ms. Eckardt and carried unanimously, the Board approved extending the Sodexo contract for FY2026 and FY2027 with no contract changes from operations in FY2025. No commissions will be paid to the college during FY2026 and FY2027 for Sodexo Food Service operations.

### **GOVERNANCE & HUMAN RESOURCES REPORT**

Ms. Dennard-Turner presented the following action items to the board for approval.

#### **Action Item: Cybersecurity Training Policy**

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

#### **Action Item: Board of Trustees Bylaws Update**

On a **MOTION** by Ms. Dennard-Turner and seconded by Dr. Armistead and carried unanimously, the Board approved Board of Trustees Bylaws.

### **PROGRAMS, PLANNING AND OUTREACH**

Ms. Shorter did not have any action items to present to the board.

**COLLEGE REPORTS**

Faculty Assembly

Mr. Crouse, Faculty Assembly Chair, reported that the faculty has been very busy. The Faculty Assembly is working to fulfill its mission by appointing a new committee to address early college issues, including dual enrollment, and gifted and talented programs. The faculty is also continuing its work on AI initiative as well as its regular ongoing responsibilities.

Staff Assembly (StARs)

Ms. Galan, StARs Chair, reported that July's staff member of the month was Debbie Schelhouse and August's was Brittany Jones. She also noted that the Staff Assembly bylaws are currently under review.

**TRUSTEES REPORT**

Mr. Jafari, Chair of the Board, reported that the next meeting will be held on September 25. He noted there will be no October meeting, as the Board will be attending the ACCT conference in New Orleans.

**CLOSED SESSION**

On a **MOTION** by Mr. Garvey, 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 Ms. Shorter, seconded by Dr. Armistead and carried unanimously, the Board adjourned closed session at 3:40 PM.

**ACTION FROM CLOSED SESSION**

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

**ADJOURNMENT**

On a **MOTION** by Ms. Eckardt seconded by Dr. Armistead and carried unanimously, the meeting was adjourned at 3:40 PM.

  
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Latellya Stewart, Staff Associate to the Board

APPROVED:  \_\_\_\_\_ DATE: 9/25/25  
Reza Jafari, Chair