CHESAPEAKE COLLEGE
Wye Mills, MD
BOARD OF TRUSTEES
June 11, 2026

CALL TO ORDER

A meeting of the Chesapeake College Board of Trustees was held on Thursday, June 11, 2026 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, Dr. Eric Cheezum, Ms. Addie Eckardt, Mr. Chris Garvey, Mr. Reza Jafari, and Ms. Erica Osterhout attended the meeting in-person. Mr. Brent Fuchs, Ms. Shelly Gross-Wade, and Ms. Brenda Shorter attended the meeting by Zoom. Absent was Ms. Mary Dennard-Turner.

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. Eckardt, seconded by Mr. Garvey and carried unanimously, the Board approved the following consent agenda items:

Approval of Minutes - The minutes of the April 23, 2026 meeting.
The minutes of the April 23, 2026 closed session meeting.

PRESIDENT'S REPORT

Dr. Coppersmith reported on key accomplishments and priorities for May and June 2026. He highlighted the success of Commencement 2026, recognizing commencement speaker Ms. Kesha Haythe, Ms. Zoe Markovic as the recipient of the John T. Harrison Award, and Mr. Jon Longest as the 2026-2028 Bounds Distinguished Teaching Chair. A total of 243 students earned degrees during the academic year, with approximately 144 graduates participating in commencement ceremonies. Summer classes were scheduled to begin on June 16, with enrollment remaining stable and supported by strong dual-enrollment partnerships throughout the region.

Dr. Coppersmith also reported continued momentum in workforce development initiatives, including virtual orientation sessions for health careers and skilled trades programs. He provided an update on the College's $48 million skilled trades expansion project, noting that design concepts have been approved and that the project remains on track for groundbreaking in late 2026 or early 2027.

Additionally, he shared that all five service-area counties unanimously approved Chesapeake College's FY2027 operating budget, including support for the Queen Anne's County Technical Building project. He noted ongoing engagement with county leaders and announced upcoming campus closures in observance of Juneteenth and Independence Day. Looking ahead, the College's focus will be on FY2027 strategic planning, campus readiness for the fall semester, and onboarding summer cohorts. Dr. Coppersmith concluded by thanking faculty, staff, and the Board for their continued support of the College's mission.

FINANCE AND FACILITIES REPORT

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

Action Item: Award of Contract for NEOED Human Resources Software
On a **MOTION** by Mr. Garvey, seconded by Ms. Eckardt and carried unanimously, the Board approved the FY2027 contract renewal for NEOGOV/NEOED in the amount of $54,268.69.

Action Item: Award of Three-Year Contract Nuventive Improvement Platform
On a **MOTION** by Ms. Gross-Wade, seconded by Ms. Eckardt and carried unanimously, the Board approved to award the FY2027-FY2029 contract to Nuventive for $26,250 annually for three years (FY2027-FY2029). A total of $78,750.00. This contract covers software subscription and managed services.

Action Item: Establish spending authority FY2026 and FY2027 for Ed2go/Cengage
On a **MOTION** by Ms. Eckardt, seconded by Mr. Garvey and carried unanimously, the Board approved the spending authority for Ed2go/Cengage of $75,000 for FY2026 and $75,000 for FY2027.

Action Item: Award of Contract Fidelity Power Systems - 5 Year Generator Maintenance Agreement
On a **MOTION** by Ms. Gross-Wade and seconded by Ms. Osterhout and carried unanimously, the Board approved the contract with Fidelity Power Systems in an amount not to exceed $52,450.00 for the period of July 1, 2026 through June 30, 2031 for service and maintenance for six generators on the Wye Mills campus.

Mr. Garvey abstained from the vote.

Action Item: Award of Contract Johnson Controls with Recommendation for a M&R Budget Transfer
On a **MOTION** by Ms. Gross-Wade and seconded by Ms. Shorter and carried unanimously, the Board approved the contract to Johnson Controls in the amount not to exceed $396,700 for the Building Automation Upgrade project and the budget transfers from seven Maintenance and Repair budget lines in the amount of $69,450 to the Building Automation Upgrade project to supplement the State allocated FRG funding of $327,250.

Action Item: Award of Contract – Boardroom Furniture Replacement
On a **MOTION** by Mr. Fuchs and seconded by Ms. Shorter and carried unanimously, the Board approved the contract for board room furniture replacement to SML Interiors of Annapolis, Maryland in an amount not to exceed $76,281.10 and a budget transfer from the LRC Furniture replacement project to the new Board Room Furniture Refresh project in the amount of $83,281.10.

Given the extensive use of the Board Room, the College selected high-quality furniture designed to provide long-term durability and functionality. The existing furnishings have been in service for more than 20 years, and the replacement furniture is expected to support continued use by the Board and various county partners who regularly utilize the space. The quoted cost includes delivery, assembly, and installation.

Action Item: Award of Copier Lease Contract – Wye Mills/Cambridge

On a **MOTION** by Ms. Gross-Wade and seconded by Ms. Eckardt and carried unanimously, the Board approved the award of contract for a 60-month lease arrangement not to exceed $51,101.40 annually for copier equipment, monthly copier service and supplies to UBEO Business Systems of Owings Mills, Maryland. The lease will be issued via US Bank, a banking partner of UBEO Business Services.

Action Item: Microsoft Renewal Through Bell Techlogix

On a **MOTION** by Ms. Gross-Wade and seconded by Ms. Shorter and carried unanimously, the Board approved the purchase of Microsoft 365 and other Microsoft product licensing through Bell Techlogix at a cost not to exceed $56,548.08.

Action Item: MDREN – USM Annual Contract Renewal

On a **MOTION** by Ms. Gross-Wade and seconded by Ms. Eckardt and carried unanimously, the Board approved the annual contract renewal (FY2027) for the continuation of the membership to MDREN, associated Internet usage, and point to point connection to the Cambridge Center at a cost not to exceed $85,000.15.

Action Item: Data Privacy Program Consulting Through Zaviant

On a **MOTION** by Ms. Gross-Wade and seconded by Mr. Garvey and carried unanimously, the Board approved the transfer of $22,800 from the Nutanix environment replacement project (FY25) and the NetApp backup appliance project (FY26) to a new project supporting compliance with data security and privacy governance program requirements.

Action Item: Revised FY2027 Budget

The Budget Committee reallocated money in the functional areas to support a salary increase for all employees. The total budget of $30,521,458 did not change, only the functional area buckets changed. The budget has been approved by the counties. Ms. Smith expressed her appreciation to the Budget Committee for its diligence and contributions throughout the budget development process.

On a **MOTION** by Ms. Gross-Wade and seconded by Ms. Eckardt and carried unanimously, the Board approved the revised FY2027 Operating and Auxiliary budgets and the FY2027 salary scales as presented.

Ms. Gross-Wade expressed her appreciation to the College staff for their work in preparing and presenting the materials for the Board's review. Mr. Jafari also thanked Ms. Gross-Wade for her exceptional leadership and dedicated service as Chair of the Finance and Facilities Committee.

GOVERNANCE & HUMAN RESOURCES REPORT

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

Action Item: FY27 Board Committee Meeting Schedule and Board Meeting Schedule

On a **MOTION** by Ms. Osterhout and seconded by Ms. Eckardt and carried unanimously, the Board approved FY27 Board Committee Meeting Schedule and the FY27 Board Meeting Schedule.

Action Item: Initial Evaluation Period Policy and Staff and Administrator Evaluation Guidelines & Procedures

On a **MOTION** by Ms. Osterhout and seconded by Mr. Garvey and carried unanimously, the Board approved Initial Evaluation Period Policy and the Staff and Administrator Evaluation Guidelines & Procedures.

Mr. Jafari expressed his appreciation to Ms. Osterhout for her dedicated service and contributions as Co-Chair of the Governance and Human Resources Committee.

PROGRAMS, PLANNING AND OUTREACH

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

Action Item: 2026 Cultural Diversity Report

On a **MOTION** by Ms. Shorter, seconded by Ms. Eckardt and carried unanimously, the Board approved the 2026 Cultural Diversity Report.

During the discussion of the 2026 Cultural Diversity Report, Ms. Shorter raised concerns regarding the use of the terms "Black" and "White" in the report and suggested that alternative language be considered. Trustees expressed support for Ms. Shorter's recommendation and agreed that the language should be reviewed and revised as appropriate. Ms. Meisami indicated that she would gather additional information and provide further guidance on the matter.

COLLEGE REPORTS

Staff Assembly (StARs)

Ms. Freeman, Staff Assembly Representative, reported on Staff Assembly activities and introduced the organization's new leadership for the upcoming year. She also shared that 117 employees attended the recent Ice Cream Social. In addition, Tyler Henry was recognized as Staff Member of the Month for May, and Lyndy Galan was recognized as Staff Member of the Month for June.

TRUSTEES REPORT

Mr. Jafari, Chair of the Board of Trustees, reminded trustees of the Annual Board Retreat scheduled for August 27 at 11:30 a.m. The retreat will include CCS governance training, discussion of the Board self-evaluation process, and the President's evaluation. Mr. Jafari emphasized the importance of full participation and encouraged all trustees to complete both the Board of Trustees self-evaluation and the President's evaluation to achieve 100 percent participation.

In recognition of Dr. Armistead's final Board meeting before her retirement, trustees and College leadership expressed their appreciation for her years of dedicated service to Chesapeake College. Mr. Jafari thanked Dr. Armistead for her support and contributions during her tenure. Dr. Coppersmith expressed his gratitude for the opportunity to work alongside her and acknowledged her commitment to the College. Ms. Shorter shared that she would miss working with Dr. Armistead and thanked her for her friendship and service. Ms. Eckardt also expressed appreciation for the many years they worked together, while Mr. Garvey thanked her for her collaboration and support. Ms. Gross-Wade noted that although Dr. Armistead would be retiring, she would always remain a valued member of the Chesapeake College community and would be welcomed back often.

Mr. Jafari marked the conclusion of his service as Chair of the Board of Trustees and expressed his confidence in the Board's leadership moving forward. Trustees congratulated Ms. Gross-Wade on her selection as Board Chair and Ms. Osterhout on her election as Vice Chair. Ms. Gross-Wade thanked Mr. Jafari for his leadership, guidance, and support during her tenure on the Board. She noted that he had helped her better understand the College and Board governance processes and expressed her appreciation for his patience, mentorship, and the knowledge he shared as she grew into her leadership role.

Trustees recognized Mr. Jafari for his outstanding service as Chair of the Board of Trustees over the past three years. They expressed their appreciation for his leadership, dedication, and commitment to Chesapeake College, noting that he had served as an exceptional Chair and provided steady guidance during his tenure. Board members thanked Mr. Jafari for his contributions and acknowledged the lasting impact of his service to the College and the Board.

CLOSED SESSION

On a **MOTION** by Mr. Garvey, 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. Eckardt, seconded by Dr. Armistead and carried unanimously, the Board adjourned closed session at 4:33 PM.

ACTION FROM CLOSED SESSION

In closed session, the Board of Trustees approved faculty appointments, faculty emeritus and the Provost/Executive Vice President position.

ADJOURNMENT

On a **MOTION** by Dr. Armistead seconded by Ms. Gross-Wade and carried unanimously, the meeting was adjourned at 4:33 PM.

[redacted]
Latellya Stewart, Staff Associate to the Board

APPROVED: [redacted] DATE: August 27, 26
Reza Jafari, Chair