

**GARRETT COLLEGE**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**July 16, 2013**  
**Oakland, Maryland**

**A. COMMUNICATION ITEMS**

1. **Call to Order:** Mr. Albert Coviello, Board chair called the meeting to order at 3:58 p.m. Other Board Members present included: Ms. Madeleine Collins, Mr. Don Morin, Ms. Ruth Seib, and Mr. Duane Yoder. College Administrative Staff Members present included: Dr. Richard MacLennan-President, Mr. James Allen, Dr. George Brelsford, Ms. Linda Fike, Ms. Josephine Gilman, Ms. Cherie Krug, Ms. Ann Wellham, and Ms. Julie Yoder. Guest present: Mr. Michael White, Program Director of CAEL (Center for Adventure and Experiential Learning).
2. **Communication from the Public:** None at this time.
3. **Approval of the Agenda:** On a motion by Trustee Seib and Trustee Morin the agenda was approved as distributed by acclamation.
4. **Approval of the Draft Minutes from the June 18, 2013 meeting:** On a motion by Trustee Morin, seconded by Trustee Collins, the minutes of the June 18, 2013 meeting were unanimously approved as distributed.
5. **Report of the Chair of the Board:** Chair Coviello thanked Board Members for participating in a half-day Board Retreat held earlier in the day to discuss board goals, president goals, accreditation, strategic plan, institutional effectiveness, teaching and learning, completion, program development/sustainability, and capital project funding. The Board also heard a presentation by Mr. Michael White, Program Director for the CAEL (Center for Adventure and Experiential Learning).
  - a. **Upcoming Events:** Chair Coviello reported that there is no regular meeting scheduled in August. Dean Wellham updated everyone on two adult student information nights that will be held on July 24<sup>th</sup> and August 16<sup>th</sup> from 4-6 p.m. Dr. MacLennan stated that an All-College "Welcome to the Fall Semester" event is being planned for Monday, August 19<sup>th</sup>. Additional details will be sent to Board Members once finalized.
  - b. **Election of Board Officers for FY2014:** Committee members Trustee Sherbin, Trustee Seib, and Trustee Collins recommended that Mr. Coviello continue as the Board Chair and that Ms. Bell continue as the Vice-Chair for FY2014. No other nominations or recommendations were made. On a motion by Trustee Seib,



Higher Education Commission and is due by July 1, 2013. This item is presented as an information item only to the Board as the FY2014 Budget was approved during the June 2013 Board Meeting.

- C. EXECUTIVE SESSION:** The Garrett College Board of Trustees did not convene an executive session meeting this month.
- D. ADJOURNMENT:** On a motion by Trustee Seib, seconded by Trustee Collins, the Board adjourned the meeting at 4:47 p.m. by acclamation.

Respectfully submitted by:

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Richard L. MacLennan  
President, Garrett College  
Secretary/Treasurer, Board of Trustees

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Albert Coviello  
Chair  
Garrett College Board of Trustees