

**GARRETT COLLEGE**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**September 17, 2013**

**A. COMMUNICATION ITEMS**

1. **Call to Order:** Ms. Vianne Bell, Vice-Chair called the meeting to order at 5:31 p.m. Other Board Members present included: Ms. Madeleine Collins, Mr. Don Morin, Ms. Ruth Seib, Ms. Linda Sherbin, 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. Guests present included: Dr. Bernard Sadusky, Executive Director, Maryland Association of Community Colleges (MACC) and Ms. Jody Kallis, Legislative Liaison, MACC.
2. **Communication from the Public:** None at this time.
3. **Approval of the Agenda:** Vice-Chair Bell noted that Agenda Item B.3 – Challenges of the 2014 Legislative Agenda would be discussed first to allow our guests to travel back to Annapolis this evening. On a motion by Trustee Collins, seconded by Trustee Sherbin, the agenda was approved as amended.
4. **Approval of the Draft Minutes from the July 16, 2013 meeting:** On a motion by Trustee Seib, seconded by Trustee Collins the minutes of the July 16, 2013 Board Meeting were unanimously approved as distributed.
5. **Report of the Chair of the Board:** Vice-Chair Bell passed around a thank you note from a Board Scholarship recipient for members to read. She then reported that there was not enough interest for the Summer Bridge Program classes to be held. Discussion ensued regarding efforts being made to assist students who fall below the floor score and are having problems taking the placement tests.
  - a. **Upcoming Events:** The next All-College Forum is to be held on Monday, September 30, 2013 at 10:30 a.m. in CE 205. The October Board Meeting will be held on Tuesday, October 15, 2013.
6. **Report of Board Members:** Vice-Chair Bell reported that the Art & Wine Festival was a huge success this year thanks to the Garrett College Student Athletes who assisted. Mr. Dennis Gibson, Interim Athletic Director and Head Men's Basketball Coach was very instrumental in these efforts.

Vice-Chair Bell reported on the Development Corporation Meeting that she attended in July where the group discussed the updates to the

Garrett County Economic Development Plan. She expressed concern with how the plan and local organizational support of the plan was presented at the meeting. She further noted that the Garrett College Board of Trustees only endorsed the College's role in the plan and not the entire plan.

7. **Report of the President of the College:** Dr. MacLennan reported that the Fall 2013 semester has gotten off to a great start. The students are engaged and are happy with the faculty and staff who are committed to their success.
  - a. **Executive Council Monthly Reports:** Dr. Brelsford read a thank you letter from a representative of the Savage Man Competition recently held in Garrett County. Many College faculty, staff, and students, volunteered their time to assist with this successful event.
8. **Report of the Garrett College Foundation:** Ms. Krug reported that the Foundation's annual fundraiser will be held at The Herrington in April 2014.

## B. ACTION and/or INFORMATION ITEMS

1. **Action Item - MHEC Performance Accountability Report:** This report was sent out to Board Members electronically and distributed in the hard-copy agenda packets. Mr. Allen summarized the performance measures and noted that the overall data looked good. On a motion by Trustee Seib, seconded by Trustee Morin, the Board unanimously approved the 2013 MHEC Performance Accountability Report as presented.
2. **Action Item - Board Scholarship Criteria and Award Update:** Dr. MacLennan and Ms. Krug summarized the current board criteria: Award 12 annual scholarships at \$500 each; the scholarship can currently be used for tuition, fees, textbooks, supplies, and on-campus housing. On a motion by Trustee Morin, seconded by Trustee Collins, the Board unanimously approved the following update to the Board Scholarship criteria: Award as many \$500 annual scholarships as the balance in the account allows. The remaining criteria did not change (i.e. the scholarship can currently be used for tuition, fees, textbooks, supplies, and on-campus housing).
3. **Information Item - Challenges of the 2014 Legislative Agenda:** Dr. Sadusky thanked Dr. MacLennan and the College Deans for their consistent participation and leadership at the State level. In particular, he noted that Dr. MacLennan's efforts to promote dual enrollment statewide were largely responsible for key aspects of Senate Bill 740

(College and Career Readiness and College Completion Act of 2013). He then shared a proposed legislative agenda that was drafted during the summer State Community College President's Retreat. Board Members asked clarifying questions and then thanked Dr. Sadusky and Ms. Kallis for taking the time to visit Garrett College and provide updates during the Board Meeting.

- 4. Information Item - Garrett College Financial Reports to August 31, 2013:** Dean Gilman passed out two handouts: Working Budget 2014 and Garrett College Unrestricted Funds Actual Budget to August 31<sup>st</sup>. She then explained the figures and noted the actual versus projected numbers. She then explained the efforts being made to evaluate the best and worst case scenarios for spring enrollment numbers since the fall enrollment numbers are down.

- C. EXECUTIVE SESSION:** The Garrett College Board of Trustees recessed the open session meeting for the purpose of convening an executive session to discuss matters covered under the Maryland Open Meetings Act. The titles of the items as well as the related exceptions are noted below. On a motion by Trustee Sherbin, seconded by Trustee Morin, the Board recessed the open session meeting by unanimous vote at 7:46 p.m.

TOPICS TO BE DISCUSSED	REASON FOR CLOSING
Residence Hall Student Issues	2

- D. ADJOURNMENT:** The meeting adjourned at 7:58 by acclamation.

Respectfully submitted by:

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

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Vianne Bell  
Vice-Chair  
Garrett College Board of Trustees