

GARRETT COLLEGE BOARD OF TRUSTEES
MEETING MINUTES
July 21, 2015
McHenry, Maryland 21541

A. COMMUNICATION ITEMS

1. **Call to Order!** Chair Bell called the meeting to order at 5:40 p.m. Board Members in attendance included: Mr. Don Morin-Vice-Chair, Ms. Madeleine Collins, Mr. Albert Coviello, Ms. Linda Sherbin, and Mr. Duane Yoder. Member absent: Ms. Ruth Seib. College Administrative Staff Members present included: Dr. Richard MacLennan-President, Ms. Linda Fike, Dr. Kelly Hall, Ms. Cherie Krug, and Ms. Julie Yoder.
2. **Communication from the Public:** None at this time.
3. **Approval of the Agenda:** On a motion by Trustee Sherbin, seconded by Trustee Coviello, the Board unanimously approved the agenda as distributed (Vote-6-0-0).
4. **Approval of the Draft Minutes from the June 22, 2015 Meeting:** A correction was noted on page one of the minutes under item #4- Approval of the draft minutes from May 19, 2015. The approval vote should be 5-0-1 instead of 6-0-0 as one member abstained from the vote. On a motion by Trustee Sherbin, seconded by Trustee Collins, the minutes were approved as amended (Vote=6-0-0).
5. **Report of the Chair of the Board:**
 - a. **Upcoming Events:** Chair Bell reminded members that there will not be a board meeting held in August. The next regularly scheduled meeting is Tuesday, September 15, 2015.
 - b. **Election of Board Officers for FY2016:** The FY2016 Board Officer Nominating Committee consisted of the following members: Trustee Collins, Trustee Seib, and Trustee Yoder. Trustee Collins served as the chair for the committee. She reported that the committee voted to nominate Ms. Vianne Bell to continue in her role as Chair of the Board of Trustees and for Mr. Don Morin to continue in his role as Vice-Chair for FY2016. On a motion by Trustee Coviello, seconded by Trustee Yoder, the Board unanimously approved the board officer nominations for FY2016 (Vote=6-0-0).
6. **Report of Board Members:** Trustee Yoder reported that the summer camps being held at the CARC have been a delightful experience for his grandson. Chair Bell reported that she has received much positive feedback regarding these "adventure campus" as well.

7. **Report of the President of the College:** Dr. MacLennan congratulated Chair Bell and Vice-Chair Morin on their reappointments. He then introduced Dr. Kelly Hall, Interim Dean of Student Services, to the Board and noted that she began her new duties with the College on July 6th.

He also reported on the Chamber of Commerce Business Before Hours Event held this morning featuring the “State of the County” by the Garrett County Commissioners. The Commissioners thanked the College for their collaborative efforts with other County agencies and Board of Education during this public forum. Dr. MacLennan further reported that the Executive Council Team would be meeting next week to formalize a timeline for fall planning activities and that the College’s enrollment is currently up. We are seeing very good work and successes from our new student advising and placement days.

- a. **Executive Council Monthly Reports:** The Board asked a few clarifying questions related to enrollment numbers and areas of recruitment. An email update will be sent to Board Members soon to answer the questions in which answers were not readily available this evening.
- b. **Presentation of Board Gifts:** Dr. MacLennan presented a Garrett College stadium blanket and portfolio notebooks to each board member and thanked them for the dedicated service to the College.

B. ACTION ITEMS

1. **Cultural Diversity Report:** The Board briefly discussed this report that was presented to them during the June 2015 Board Meeting for review. On a motion by Trustee Coviello, seconded by Trustee Morin, the Board unanimously approved the Garrett College Cultural Diversity Plan 2015 Update and Progress Report dated July 21, 2015 (Vote=6-0-0).

C. INFORMATION ITEMS

1. **MHEC CC5 Report:** The MHEC CC5 Report was presented to the Board as an information item only as it is essentially the College budget in an annual budget report format as required by the Maryland Higher Education Commission. The Board previously approved the FY2016 Budget during the June 2015 meeting.
2. **Strategic Plan – 2015 Final Report:** Dr. MacLennan passed out copies of a 12-page Garrett College FY2014 Strategic Plan - FY2015 End of Year Progress Report to members. Board Members were asked to review the document and plan to discuss in terms of our next planning cycle during the September 2015 meeting.

- D. EXECUTIVE SESSION:** On a motion by Trustee Coviello, seconded by Trustee Sherbin, the board unanimously recessed the Open Session Meeting at 6:08 p.m. for the purpose of convening an executive session to discuss the following matters and related exceptions covered under the Maryland Open Meetings Act (Vote=6-0-0). Members then took a break for dinner before convening the executive session.

TOPICS TO BE DISCUSSED	REASON FOR CLOSING <i>(see Statutory Authority to close session on next page)</i>
Personnel Issues Update	1
President's Life Insurance Status	2

- E. ADJOURNMENT:** The Board did not reconvene the open session meeting and the Executive Session adjourned at 7:30 p.m.

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

Vianne Bell
 Chair
 Garrett College Board of Trustees