

GARRETT COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
January 17, 2017
McHenry, Maryland 21541

A. COMMUNICATION ITEMS

1. **Call to Order and Attendance:** Chair Bell called the meeting to order at 5:32 p.m. Other Board Members present included: Mr. Don Morin-Vice-Chair, Ms. Madeleine Collins (via phone), Dr. Brenda McCartney, Mr. Jason Rush (via phone), Ms. Linda Sherbin, and Mr. Duane Yoder (via phone). College Administrative Staff Members present included: Dr. Richard Midcap-President, Mr. James Allen, Ms. Janis Bush, Ms. Linda Fike, Dr. Sarah Garrett, Mr. Randall Bittinger, Ms. Cherie Krug, Ms. Julie Yoder, and Dr. Qing Yuan. Guests present included: Mr. Michael Logsdon, Garrett College Director of Adventure Sports, and Ms. Shauna McQuade, Garrett College Director of Enrollment Management.

Chair Bell then welcomed the College's new President, Dr. Richard Midcap and the new Director of Human Resources, Ms. Janis Bush to their first board meeting. Mr. Randy Bittinger, Vice President of Administrative and Financial Services, presented a Garrett College jacket and dress shirt to Dr. Midcap that had his name embroidered on them.

2. **Communication from the Public:** None at this time.
3. **Approval/Changes to the Agenda:**
4. **CONSENT AGENDA:** Dr. McCartney noted a correction to the December 1, 2016 Board Minutes on page 1 under Action Item B.1. The Board unanimously accepted (not approved) the Garrett College Financial Report and Single Audit Report. The Board was not required to approve the reports. On a motion by Vice-Chair Morin, seconded by Trustee Collins, the consent agenda was unanimously approved with the above noted correction to the December 1, 2016 minutes (Vote=7-0-0).
 - a. Approval of the minutes from the November 15, 2016 regular meeting and December 1, 2016 Special Meeting
 - b. Garrett College Financial Reports through December 31, 2016
5. **Report of the Chair of the Board**

Upcoming Events: Chair Bell summarized upcoming events, highlighted by the Trustee Leadership Conference on January 23rd. She also noted that she was working to schedule a joint meeting with the Garrett County Board of Education sometime soon.
6. **Report of Board Members:** Chair Bell thanked and recognized Marcia Knepp for all her hard work and efforts on the "Thank You Al" event held on January 11, 2017.

7. **Report of the President of the College:** Dr. Midcap related how happy he was to be at the College and noted that he has been spending much time reading and becoming familiar with Garrett College, as well as meeting with various employees and the Board Chair. He also participated in the “Day On, Not a Day Off” student life activity that honored Dr. Martin Luther King, Jr’s legacy of service in the Laker Café yesterday afternoon.
 - a. **Presidential Transition and President’s Goals:** Dr. Midcap included presidential transition preliminary Garrett College Priorities and Draft FY17 Goals in the previously submitted board agenda packets. He further noted that he would be increasing transparency campus-wide and has made a commitment to send out a summary communication after each bi-weekly Executive Council meeting within two days if not before.
 - b. **College Administrative Reports:** Board Members asked clarifying questions related to the previously submitted administrative reports. Some additional information will be provided to the board tomorrow.

B. DISCUSSION ITEMS/ACTION ITEMS

1. **Presentation on STEM Academy:** Mr. Mike Logsdon, Director of Adventure Sports, discussed a draft plan of a Garrett College STEM Academy. He presented preliminary information to the board regarding eligibility, curriculum, staffing, marketing, recruitment, budget, and schedule. Additional discussion ensued regarding a similar program in Tennessee, seeking additional funding sources, and upcoming planning meetings.

C. EXECUTIVE SESSION: The Board of Trustees did not convene an Executive Session meeting.

D. ADJOURNMENT: On a motion by Trustee Sherbin, seconded by Vice-Chair Morin, the Board unanimously adjourned the meeting at 6:40 p.m. (Vote=7-0-0).

Respectfully submitted by:

Richard Midcap, Ed.D.
President, Garrett College
Secretary/Treasurer, Board of Trustees

Vianne Bell
Chair
GC Board of Trustees