

GARRETT COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
November 18, 2025
McHenry, Maryland

A. COMMUNICATION ITEMS:

1. Call to Order and Attendance: Chair Jason Rush called the meeting to order at 5:30 p.m. Other Board Members in attendance included: Ms. Karen Myers-Vice-Chair, Ms. Madeleine Collins, Retired Maryland State Senator George C. Edwards, Mr. Kurt Heckman, and Mr. Duane Yoder. Mr. Gary Ruddell was not able to attend. College Administrators in attendance included: Ms. Christa Bowser-Dean of Academic Affairs, Ms. Janis Bush-Director of Human Resources, Dr. Robert "JR" Kerns-Dean of Student Affairs (via Zoom), Ms. Cherie Krug-Executive Director of the Garrett College Foundation/GC Director of Development, Ms. Lisa Nichols-Dean of Administrative Services, Dr. Kelli Sisler-Director of Institutional Effectiveness, and Ms. Julie Yoder-Dean of Continuing Education and Workforce Development (*Serving in the President's Role for this Board Meeting*). Other College representatives present included: Mr. Richard Lewis, Co-Chair of Faculty Senate; and Ms. Erica Hook, Co-Chair of Staff Senate

2. Communication from the Public: None

3. Faculty Senate, Staff Senate, and Campus Advisory & Activities Board (Student) Updates:

CAAB: Dean Julie Yoder provided the following report:

- November 5th- Stress Awareness Day. Students in Attendance=24 (8 in-county/commuters and 16 residence hall).
- November 10th – Vanilla Cupcake Day. Students in Attendance=60 (24 in-county/commuters and 36 residence hall).

Faculty Senate: Co-Chair Richard Lewis provided the following update:

- No meeting has been held since the last Board Meeting.
- The next meeting is scheduled this Friday after the High School Junior Preview Day.

Staff Senate: Ms. Erica Hook, Staff Senate Co-Chair shared the following report:

- The last meeting was held on Friday, November 14, 2025.
- Feedback from the recent employee survey indicated that many were unhappy with the variety of menu options-including healthier options and also hours of operation for the Laker Café. She thanked Dean Nichols for her prompt response to the survey, for meeting with Staff Senate Leadership, and for following-up with all Faculty and Staff.
- The next Staff Senate Meeting is scheduled for Friday, December 19th.

4. Approval/Changes to the Agenda: On a motion by Trustee Heckman, seconded by Trustee Collins, the Board unanimously approved the agenda as distributed (Vote=6-0-0).

B. CONSENT AGENDA: There was only one item on the Consent Agenda this month: Approval of the minutes from the October 29, 2025 Board Meeting. Trustee Yoder noted a correction in section A.1. of the minutes - The name Mr. Gary Yoder is incorrect and needs to be changed to Mr. Gary Ruddell. On a motion by Trustee Heckman, seconded by Vice-Chair Myers, the Board unanimously approved the Consent Agenda as corrected and noted above (6-0-0).

C. ACTION ITEMS:

1. **Alcohol, Cannabis, Tobacco, Opioids, and Other Drugs Policy (ACTOOD):** Dean Yoder reported that this policy was recently reviewed and updated by Compliance and the SL&SC before moving through Governance. Board Members asked some clarifying questions. On a motion by Trustee Heckman, seconded by Vice-Chair Myers, the Board approved the ACTOOD Policy as distributed and discussed (Vote=6-0-0).
2. **Student Code of Conduct-October 2025 Update:** Dean Yoder reported that recent updates to this policy were necessary after the ACTOOD Policy was updated. On a motion by Trustee Heckman, seconded by Vice-Chair Myers, the Board approved the October 2025 Update to the Student Code of Conduct as distributed (Vote=6-0-0).
3. **Governance Charter – October 8, 2025 Update:** Dean Yoder reported that recent updates to the Governance Charter were necessary due to a vote at the October 3, 2025 Facilities, Finance, Safety & Technology Governance Committee Meeting (FFS&TC) to change the committee’s name to the Campus Operations & Resources Committee (CORC). On a motion by Trustee Collins, seconded by Trustee Heckman, the Board unanimously approved the Governance Charter-October 8, 2025 Update as distributed (Vote=6-0-0).
4. **Religious Accommodations Policy:** Dean Yoder reported that this policy was recently reviewed by the Human Resources Committee since the current policy does not have any specific guidance for employees seeking accommodations – only students. The policy was then vetted through Governance. Board Members asked some clarifying questions. On a motion by Vice-Chair Myers, seconded by Trustee Edwards, the Board unanimously approved the Religious Accommodations Policy as distributed and discussed (Vote=6-0-0).
5. **Tuition, Fees, and Residence Hall Rates-Recommendations:** Dean Yoder reported that in 2024, the Board agreed to set the tuition and fee rates for FY26 at the November Board Meeting to allow the Admissions team, and Records and Registration, to be proactive in recruiting and preparing for prospective students. This strategy worked well, and the administration is following the same timeline for FY27 with a November Board Meeting rates decision. Deans Nichols and Kerns, along with Associate Dean Kim DeGiovanni and Director Melissa Wass, worked collaboratively to analyze budgeted versus actual credit hours, with respect to the “mix” of student enrollment scenarios. This evaluation, which also considered changes to the state-mandated formula for tuition rates and the requirement to maintain a border rate, led to a recommendation to reduce rates in specific enrollment categories while still projecting an increase of revenue of \$200,000 for FY27. Deans Nichols and Kerns then provided a short presentation that highlighted the proposal. On a motion by Trustee Heckman, seconded by Vice-Chair Myers, the Board unanimously approved the Tuition, Fees, and Residence Hall Rates for FY27 as distributed and discussed (Vote=6-0-0).
6. **Soccer and Softball/Baseball Scoreboard Namings:** The College administration recommended the Board accept naming gifts for the baseball/softball scoreboard (gifted by Rush Services) and for the women’s and men’s soccer scoreboard (gifted by Ms. Karen Myers) as follows:
 - **Baseball/Softball Scoreboard:** Rush Services

- **Women’s and Men’s Soccer Scoreboard:** In Recognition of the Legends of White Rock

On a motion by Trustee Heckman, seconded by Trustee Collins, the Board unanimously approved the namings as discussed and listed above (Vote=4-0-2).

D. INFORMATION/DISCUSSION ITEMS:

1. **Academic Update:** Dean Bowser invited all Board Members to join her for a tour of the new Rad Tech Classroom and Art Gallery/Art Classroom immediately following the board meeting this evening. She also provided a summary on the upcoming High School Junior Preview Day where full-time and adjunct faculty will interact with the students in their respective areas of concentration.
2. **Self-Study Steering Committee Update:** Dean Yoder reported that the working groups are all in “self-study mode” and, based on her observations, individuals across campus are taking their work very seriously and actively engaged in the process. Director Sisler added that the working group members are learning a lot during this constantly evolving process. The groups continue to meet, ask questions across campus, collect documents for the evidence inventory, and discover many new facets of how Garrett College works. Also, she is in the process of adding and converting documents into the Planning and Self-Study Program based on MSCHE guidance to house all College planning documents into one repository.

Additionally, the Self-Study Steering Committee met on November 3, 2025 to discuss the progress of each working group, including identifying any information discovery difficulties, and gaps that may have been found so far in this process.

The draft reports from each working group will be submitted to the Steering Committee by December 15th.

3. **Wisp Student Housing Update:** Dean Yoder noted that since the College is anticipating a student housing shortage in FY27, Dr. Midcap and Dean Kerns have been working with Wisp leadership regarding an opportunity to provide alternative housing. Vice-Chair Myers has also been involved in this process and regular updates have been provided to the Board when available. Dean Kerns then reported that we are close to finalizing an agreement where some rooms can be rented as singles next fall at the approximate cost of a Laker Hall single room. Once finalized, we will begin marketing this option. Board Members then asked some clarifying questions regarding size of the rooms, amenities offered, and transportation.
4. **Report of the Chair of the Board:**
 - a. **Upcoming Events:** Chair Rush reminded Board Members that there is no meeting scheduled in December. The next meeting is scheduled for Tuesday, January 20, 2026.
5. **Report of Board Members:** Vice-Chair Myers reported that there would be a 250th (U.S.) Anniversary celebration on July 18, 2026 with a drone show. The Garrett County Chamber of

Commerce is working with the Commissioners and a variety of local organizations for this celebration. Please contact her if you would like to be involved.

Trustee Collins reminded everyone that the International Student Dinner Event would be held in the CARC gymnasium tomorrow evening. She also reported that both Northern and Southern high schools have swim teams now that are practicing in the CARC. They will travel together to swim events and there are 12 students currently involved.

6. **Report of the President of the College:** Dean Yoder noted that in addition to the previously distributed report on file, winter and spring early enrollment figures are trending in the College's favor. She then provided an update on recent men's basketball, women's basketball, and wrestling matches.
7. **College Administrative & Financial Reports:** Dean Nichols provided an update on the pre-construction meeting for the #700 Building that was recently held and noted that some demo work began yesterday in the old auditorium. Asbestos abatement will begin tomorrow. A target completion date is May 2026.

Dean Yoder then reported that one of the goals from the previous strategic plan was to identify new sources of non-tuition and fee revenue. Dr. Midcap approved the formation of a group to review opportunities to achieve that; the group, now informally called the "opportunity group," has been meeting for over a year to discuss innovative ideas that leverage existing human and physical resources. The original members of the group included herself, Dean Bowser, Andrew Hershey, Steve Putnam, Chantel Lowdermilk, Cherie Krug, and Kaitlyn Glotfelty. Then, Angela Luby from the CARC and Chad Yoder from Marketing and Creative Services were also added to the group. Three projects are currently being planned as a result of our work: bootcamp-style trainings, leading to certification, for both aquatics professionals (facilitated by the CARC), and outdoor recreation professionals (facilitated by OLA); these are planned for late spring 2026. We are also planning, longer term, to develop an executive leadership program which will pair leadership content with outdoor recreation experiences, which we hope to launch that in FY28. This is a great example of cross-divisional collaboration, and the group is excited about these initiatives.

A few other updates were provided regarding the recent memorial service held for Michael Logsdon in the Performing Arts Center, College involvement with the community centers that are being built in Oakland and Grantsville, and other community projects involving new businesses and related housing projects in the area.

- E. **EXECUTIVE SESSION:** The Board did not convene an Executive Session.
- F. **NEXT REGULARLY SCHEDULED MEETING:** The next regularly scheduled meeting of the Garrett College Board of Trustees is January 20, 2026 at 5:30 p.m. in the College's #100 Building, Board Room #102.
- G. **ADJOURNMENT:** On a motion by Trustee Heckman, seconded by Trustee Yoder, the Board adjourned the Open Session Meeting at 6:24 p.m. (Vote=6-0-0).

Respectfully submitted by:

Ms. Julie Yoder, Dean
Continuing Education and Workforce Development
*Serving in the role of President of Garrett College and
Secretary/Treasurer, GC Board of Trustees this month*

Mr. Jason Rush
Chair
Garrett College Board of Trustees