

GARRETT COLLEGE BOARD OF TRUSTEES
OPEN SESSION MEETING MINUTES
August 18, 2026
McHenry, Maryland

A. COMMUNICATION ITEMS:

1. **Call to Order and Attendance:** Chair Jason Rush called the meeting to order at 5:31 p.m. Other Board Members in attendance included: Ms. Karen Myers-Vice-Chair, Ms. Madeleine Collins, Mr. Kurt Heckman, Mr. Gary Ruddell, and Mr. Duane Yoder. Retired Maryland State Senator George C. Edwards was absent. College Administrators in attendance included: Dr. Richard Midcap-President, Ms. Christa Bowser-Dean of Academic Affairs, Dr. Robert "JR" Kerns-Dean of Student Affairs, Ms. Cherie Krug-Executive Director of the Garrett College Foundation/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. Guests present included: Mr. Rich Lewis, Co-Chair of Faculty Senate; and Co-Chairs of Staff Senate-Ms. Erica Hook and Ms. Tasha Mongold.

2. **Communication from the Public:** None

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

CAAB: No report.

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

- Faculty return to campus on Monday, August 24th.
- Faculty Senate is planning a College Appreciation Dinner/Picnic and extends the invitation to the Board of Trustees. The picnic will be held on Wednesday, August 26th in the PAC and Lot B in front of the PAC beginning at 3:30 p.m. Ms. Knepp will forward the calendar invitation to Board Members.
- The next Faculty Senate meeting will be held on August 25th.

Staff Senate: Ms. Erica Hook and Ms. Tasha Mongold, Staff Senate Co-Chairs, shared the following report:

- The last Staff Senate meeting was held on July 31st with coffee by Casselman Café and mini donuts from the Rolling Pin Bakery in Accident, MD. Associate Dean Zach Krisher was the guest speaker.
- Staff Senate tabled the Award of Emeritus Policy until Faculty Senate could meet and discuss.
- The next Staff Senate Meeting is scheduled for Friday, August 28th with Dean Kerns as the guest speaker.

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

B. CONSENT AGENDA: On a motion by Trustee Ruddell, seconded by Trustee Collins, the Board unanimously approved the Consent Agenda as distributed and listed below (Vote=6-0-0).

1. *Approval of the minutes from the June 16, 2026 Board Meeting*
2. *Athletic Campaign Namings*

C. ACTION ITEMS:

1. **MHEC Performance Accountability Report:** The Board originally received the updated MHEC Performance Accountability Report (PAR) via email on August 7, 2026 to review. Dr. Sisler explained that the College had to reestablish benchmarks this year based on updated criteria. She further noted that this report helps the College review assessment data wholistically. On a motion by Trustee Heckman, seconded by Trustee Collins, the Board unanimously approved the August 2026 Garrett College MHEC Performance Accountability Report as distributed (Vote=6-0-0).
2. **FUBT Investment Policy Review and Update:** Dean Nichols explained that the College uses First United Bank & Trust (FUBT) to manage its investment accounts consistent with the College's Investment Policy established in 2019. FUBT is required to get updated signatures every three years to confirm that we are still comfortable with the investment policy. The policy with updated signatures is also support documentation for their audit. After reviewing the policy with our Director of Fiscal Operations and our FUBT Wealth Manager, no changes are recommended to the target portfolio mix or the guidelines directing our investment strategy. The College's final FY26 investment report provides documentation of FUBT's adherence to the College's investment policy and favorable returns on investments. On a motion by Trustee Collins, seconded by Vice-Chair Myers, the Board unanimously reaffirmed the use of the Retiree Health Plan Trust Policy of the Board of Trustees of Garrett College Retiree Health Plan, effective 10/15/2019, to be used in the management of assets in the College's account with First United Wealth Management as distributed for review and noted above (Vote=5-0-1). Due to a personal conflict, Trustee Rush abstained from the discussion and vote. Vice-Chair Myers then signed the approved agreement on behalf of the Board.

D. INFORMATION/DISCUSSION ITEMS:

1. **Capital Project Overview (#600/#700 Buildings):** Dean Nichols provided an update on the completion of Phases 1 and 2 of the 700 Building renovation. The College received a full occupancy certificate on July 20th after the project passed all required inspections. Move-in began the week of July 27th. Phases 1 and 2 included the athletic training and weight room, coaches' offices, laundry room, and locker rooms for the four teams that use the adjacent turf field (women's and men's soccer, baseball, and softball). It also includes a wrestling center that includes a wrestling room, locker area, and an office for the wrestling coach. Phase 3 (conference room and two additional offices) and Phase 4 (entryway on the turf field side of the building) will be completed this fall once the state funding for those phases (\$307,000) is officially released. Costs for Phases 1 and 2, along with the art suite relocation and creation of a radiologic technology classroom in the 600 Building, totaled \$6,233,019 through FY26. Approximately \$60,000 in additional expenses are expected in FY27 to close out the project. The County allocated \$3.5 million for the project and the College will contribute \$2,793,019 (including the approximately \$60,000 in FY27 costs) from the College fund balance. The fund balance allocation will be partially offset by the Garrett College Foundation (GCF) Athletics Capital Campaign, which is discussed below.
2. **Athletics Capital Campaign Presentation:** Garrett College Foundation Executive Director Cherie Krug provided an update on the Athletics Capital Campaign, which has raised nearly \$900,000 in

gifts and pledges on a \$500,000 initial goal. All 25 major naming gifts were closed, with smaller donor wall and locker namings currently in progress. Donors will be thanked, and tours offered, during the October 6th President's Circle event sponsored by the GCF. Board Members asked some clarifying questions, including where the Donor Archway would be constructed. President Midcap and Dean Nichols explained that it would be across the sidewalk on the "D-Lot" entrance for the main lobby area of the #700 Building.

3. **MSCHE Self-Study Steering Committee Update:** Dr. Sisler reported that work continues on the overall document draft and review drafts of Standards III and VI. We are on schedule and plan to have a complete working draft of the Self-Study by the end of August. This draft will serve as the foundation for updating data, evidence, and institutional policies throughout the fall as we continue refining the document in preparation for our Middle States review.
4. **MHEC CC-5 Report:** President Midcap reported that this report is being provided as an information item only since it is essentially the College's FY2027 budget (which was approved by the Board in June 2026) in a format required by MHEC for annual submission prior to July 1st.
5. **Policy Review-Emeritus Status Policy Update:** The Award of Emeritus Status Policy and related procedures were updated to include the following:
 - To update some language in general for clarification purposes;
 - To replace gendered Latin labels with a gender-neutral option (Emerit) of the Emeritus/Emerita title;
 - To add a section on Board of Trustees in addition to Faculty and Administrator nominations; and
 - To update when a nominee will be honored – instead of only offering to be honored during a commencement ceremony.

The updated policy document is in the process of being reviewed by Faculty Senate and Staff Senate and will go to College Council on September 4th for review and discussion.

6. **Report of the Chair of the Board:** Chair Rush reported:
 - a. **Upcoming Events:** Upcoming events were included in the previously distributed Board Agenda file. Chair Rush reminded Board Members of the upcoming All-College Forum and lunch on Monday, August 24th and also the Faculty Appreciation Dinner on Wednesday, August 26th. He then asked for some additional information regarding the Athletic Alumni Weekend that is being planned for Friday, September 18th and Saturday, September 19th. Dean Kerns explained that some of the details were still being finalized and that an email and social media content would be sent out soon.
 - b. **FY27 Board Stipends:** Chair Rush reminded Board Members to complete their FY27 Board Stipend paperwork and return the completed form to Ms. Knepp in the President's Office.
7. **Report of Board Members:** Members discussed the possibility of reaching out to the local, recently renovated hotel in case we still need additional options for student housing this fall.

- 8. Report of the President of the College:** In addition to his previously distributed August President's Report, President Midcap provided an enrollment update with final summer data and current trend data for fall, as well as summer/fall combined with the Board. He also thanked Dean Nichols and Director Bush for organizing a nice group outing for approximately 25 College employees and their families at the West Virginia Black Bears on August 14th.
- 9. College Administrative & Financial Reports:** Board Members asked a few clarifying questions regarding High School Dual Enrollment (HSDE) numbers and County Scholarship Funds.

- E. RECESS OPEN SESSION TO GO INTO AN EXECUTIVE/CLOSED SESSION OF THE BOARD:** On a motion by Vice-Chair Myers, seconded by Trustee Ruddell, the Board unanimously recessed the Open Session at 6:27 p.m. for the purpose of convening an Executive Session to discuss the following matter listed in the chart below (*see also the attached Exclusionary Basis for Closing a Meeting Sheet* and related exceptions covered under the Maryland Open Meetings Act) (Vote=6-0-0):

**For each citation checked on the attached, the reasons for closing and topics to be discussed include:*

Citation <i>(Insert # from above)</i>	Topic <i>(We expect to discuss these matters)</i>	Reason for closed-session discussion of topic <i>(We are closing the meeting to discuss this topic because)</i>
§ 3-305(b)(2)	Naming in the Morin Family Gymnasium	Confidential until reviewed and approved by the Board of Trustees

- F. NEXT REGULARLY SCHEDULED MEETING:** The next regularly scheduled meeting of the Garrett College Board of Trustees is September 15, 2026 at 5:30 p.m. in the College's #100 Building, Board Room #102.
- G. ADJOURNMENT:** The Board did not reconvene an Open Session and adjourned the Executive Session at 6:54 p.m. on a motion by Vice-Chair Myers, seconded by Trustee Heckman (Vote=6-0-0).

Summary of the August 18, 2026 Board Executive/Closed Session Meeting: A closed session of the Garrett College Board of Trustees was held on Tuesday, August 18, 2026 in the Board Room #102 in the GIEC #100 Building at Garrett College. The purpose of this session was to discuss a confidential matter regarding a naming in the Morin Family Gymnasium. Each Board member voted to close the session pursuant to the Maryland State General Provisions Article, Title 3-Open Meetings Act. Six board members were present for this closed session as they were during the Open Session. The College Administrative Staff Member present included: President Richard Midcap. (See the "Call to Order and Attendance" section of the minutes for additional details.)

Respectfully submitted by:

Dr. Richard Midcap
President of Garrett College
Secretary/Treasurer, GC Board of Trustees

Mr. Jason Rush
Chair
Garrett College Board of Trustees

EXECUTIVE SESSION - PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT- EXCLUSIONARY BASIS FOR CLOSING A MEETING") UNDER THE MARYLAND OPEN MEETINGS ACT (General Provisions Article § 3-305): The Board of Trustees of Garrett College adheres to the Open Meetings Act of the State of Maryland. The topics discussed and the exclusions permitting the Board to meet in closed session are stated below:

Date: August 18, 2026 **Time:** 6:27 p.m.

Location: Board Room #102 & Zoom **Motion By:** Vice-Chair Myers **Seconded By:** Trustee Ruddell

Recorded Vote to Close the Meeting:

BOARD MEMBER	AYE	NAY	ABSTAIN	ABSENT
Mr. Jason Rush, Chair	√			
Ms. Karen Myers, Vice-Chair	√			
Ms. Madeleine Collins	√			
Mr. George C. Edwards				√
Mr. Kurt Heckman	√			
Mr. Gary Ruddell	√			
Mr. Duane Yoder	√			

STATUTORY AUTHORITY TO CLOSE MEETING/SESSION (Check all provisions that apply): The meeting will only be closed under the provision or provisions checked below, all from the Maryland General Provisions Article § 3-305(b):

- ☐ (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- ☒ (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- ☐ (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- ☐ (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- ☐ (5) To consider the investment of public funds.
- ☐ (6) To consider the marketing of public securities;
- ☐ (7) To consult with counsel to obtain legal advice;
- ☐ (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- ☐ (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- ☐ (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- ☐ (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- ☐ (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct.
- ☐ (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- ☐ (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process; and
- ☐ (15) To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to" (i) "security assessments or deployments relating to information resources technology"; (ii) "network security information," such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) "deployments or implementation of security personnel, critical infrastructure, or security devices.

For EACH provision checked above, the corresponding topic to be discussed and the public body's reason for placing that topic in closed session, in as much detail as possible without disclosing the information that may be discussed behind closed doors:

Citation <i>(Insert # from above)</i>	Topic <i>(We expect to discuss these matters)</i>	Reason for closed-session discussion of topic <i>(We are closing the meeting to discuss this topic because)</i>
§ 3-305(b)(2)	Naming in the Morin Family Gymnasium	Confidential until reviewed and approved by the Board of Trustees

This statement is made by: Mr. Jason Rush, Board Chair

Signature of Presiding Officer: On file in the Garrett College President's Office