GARRETT COLLEGE BOARD OF TRUSTEES
OPEN SESSION MEETING MINUTES
June 16, 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, Retired Maryland State Senator George C. Edwards, Mr. Kurt Heckman, Mr. Gary Ruddell, and Mr. Duane Yoder. College Administrators in attendance included: Dr. Richard Midcap-President, Ms. Shelley Menear-Director of Institutional Compliance, Ms. Lisa Nichols-Dean of Administrative Services, and Ms. Julie Yoder-Dean of Continuing Education and Workforce Development. Guests present included: Mr. Rich Lewis, Co-Chair of Faculty Senate; and Ms. Tasha Mongold-Co-Chair of Staff Senate.

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:
   - Approximately 14 faculty members will be teaching classes this summer.
   - Faculty return to campus on Monday, August 24th.
   - The next Faculty Senate meeting will be held in late August.

   Staff Senate: Ms. Tasha Mongold, Staff Senate Co-Chair, shared the following report:
   - The last Staff Senate meeting was held on May 29th. Dean Yoder was the guest speaker.
   - Staff Senate reviewed the Third-Party Provider Policy and Group Asset Policy. Staff Senate suggested changing the wording in the "purpose statement" of the Third-Party Provider Policy. The changes were then incorporated by College Compliance and Administration before taking to the Board for a final vote in June.
   - Staff Senate will not meet this month. The next meeting is scheduled on July 31st.

4. **Approval/Changes to the Agenda:** Chair Rush added the following items to the agenda:
   - Action Item C.5. Permanent ACH Increase
   - Action Item C.6. Board Officer Nominations
   - Information/Discussion Item D.3. Foundation Board of Directors Quarterly Meeting Update.

   On a motion by Vice-Chair Myers, seconded by Trustee Ruddell, the Board unanimously approved the agenda as amended (Vote=7-0-0).

B. CONSENT AGENDA: On a motion by Trustee Heckman, seconded by Trustee Collins, the Board unanimously approved the Consent Agenda as distributed and listed below (Vote=7-0-0).

1. Approval of the minutes from the May 19, 2026 Board Meeting

C. ACTION ITEMS:

1. **FY2027 Budget-Final:** President Midcap emailed an updated version of the final FY2027 Budget draft to Board Members on June 11th. He noted that the final version of the FY27 draft budget had been revised to reflect the lower-than-requested level of local funding, and included in his email a memo with additional details. President Midcap thanked Dean Lisa Nichols and Director Janis Bush, who collaborated on making the revisions necessary to align compensation expenses with projected revenue. Also, projection of credit hours was updated on page 2, updated tuition revenue projections on page 4, and the tables on pages 7 and 8 were updated to reflect the above changes from pages 2 and 4.

   There were no further questions or comments related to the updated budget. On a motion by Trustee Collins, seconded by Vice-Chair Myers, the Board unanimously approved the FY2027 Budget as distributed and discussed (Vote=7-0-0).

2. **Plan for Program of Cultural Diversity and Narrative/Progress:** Board Members reviewed and discussed the 2026 Garrett College Cultural Diversity Narrative Draft dated May 14, 2026 and the Garrett College 2026-2027 Cultural Diversity Plan Draft dated May 19, 2026 during the May Board Meeting. There were no questions and no further discussion. On a motion by Trustee Ruddell, seconded by Trustee Heckman, the Board unanimously approved both documents as distributed and noted above (Vote=7-0-0).

3. **Board Bylaw Review Committee Update:** Trustee Yoder and Trustee Collins served on the Board Bylaw Review Committee this spring. Suggested updates were discussed in detail during the May Board Meeting. Those updates are also noted on the final document that was distributed to the Board last week for final review and approval this month. On a motion by Vice-Chair Myers, seconded by Trustee Edwards, the Board unanimously approved the updates to the Board Bylaws as distributed (Vote=7-0-0).

4. **Policy Review and Approval:** Dean Nichols noted that the Group Asset Policy is a new policy that was drafted this spring by the Campus Operations & Resources Committee (CORC) after recommendation by our auditors. The Third-Party Providers Policy was also a new policy recently drafted by CORC per guidance from MSCHE and assistance from the College's Accreditation Liaison Officer, Compliance, and Self-Study Steering Committee Co-chairs. Both policies were reviewed through governance. The highlighted section was updated after the May Board Meeting based on Governance feedback. Campus-wide training will be conducted once the policy is approved. On a motion by Trustee Heckman, seconded by Vice-Chair Myers, the Board unanimously approved both policies as distributed (Vote=7-0-0).

5. **Permanent ACH Increase:** Dean Nichols reported that First United Bank & Trust asked the College to update the documentation for the daily ACH limit from $340,000 to $750,000 to facilitate payment of larger expenses via the ACH process. Details are included in the Board Resolution #2026-1 that was distributed to the Board to review in advance of this meeting. On a motion by Trustee Ruddell, seconded by Trustee Heckman, the Board unanimously approved Board Resolution #2026-1 as distributed and noted above (Vote=7-0-0).

6. **Board Officer Nominations:** Chair Rush noted that this is the time of the year that the Board nominates board officers for the upcoming fiscal year. Trustee Yoder nominated Mr. Jason Rush to serve as Board Chair and Ms. Karen Myers to serve as Board Vice-Chair for FY2027. On a motion by Trustee Collins, seconded by Trustee Heckman, the Board unanimously approved the board officer nominations as noted above (Vote=7-0-0).

D. INFORMATION/DISCUSSION ITEMS:

1. **GCIT WiFi Project Update:** Dean Nichols reported that she wanted to provide an update to the Board regarding the GCIT WiFi Project that the Board approved during the August 2025 meeting. The College's Integrated Wi-Fi Proposal supports the College's Strategic Plan (Goal 3, Objective 3 to upgrade the College's technology infrastructure) and:
   - provides the College with one new and well-supported system;
   - addresses current Wi-Fi challenges: Garrett/Laker halls, gym, CARC, Center for Adventure & Outdoor Studies (CAOS), CTTC main building, and Cybersecurity 107 B & C;
   - provides for needed coverage expansion: CTTC back building, Cybersecurity Lab, 750 Facilities space, and turf field;
   - ensures 700 Building Wi-Fi is addressed as part of the athletics capital project; and
   - helps define a replacement strategy to keep the College relevant and current with technology as part of a manageable budget cycle.

2. **MSCHE Self-Study Steering Committee Update:** President Midcap noted that the Self-Study Steering Committee continues to make progress on the College Self-Study Draft. As of today, at least five of the seven chapters have been drafted and thoroughly reviewed. He further noted that he was happy with progress to date.

3. **Foundation Quarterly Board of Directors Meeting Update:** Trustee Collins serves as the Board of Trustees liaison to the Foundation Board of Directors. Trustee Collins then provided the following updates from the quarterly meeting that was held on Friday, June 12, 2026:
   - The meeting began with a tour of the #700 Building since the Foundation Board of Directors played a large role in securing donors and other funding to renovate that building as an additional athletic facility for the field sports and wrestling.
   - She passed out a rack card titled "Locker Naming Opportunities" where donors have an opportunity to have their names placed on lockers for the athletes to help defray equipment costs.
   - Chair Carissa Rodeheaver plans to step down and Vice-Chair Dr. Rosie Versteegen will take over as Chair.
   - An updated fundraising report was also provided to members that included the possibility of acquiring a new scoreboard for the CARC pool that will include updated timing features for swim meets.
   - A review of daily Foundation operations was presented for new members.

4. **Report of the Chair of the Board**: Chair Rush reported that the Board would not meet in July. The next meeting is scheduled for Tuesday, August 18, 2026. Also, a notification went out to members regarding pushing the October 20th meeting to the following Tuesday (October 27th) to allow sufficient time for the auditors to finalize the College audit.

a. **Upcoming Events:** Upcoming events were included in the previously distributed Board Agenda file.

5. **Report of Board Members:** Trustee Edwards clarified comments that were made during the May Board Meeting in relation to member residency requirements within the updated Board Bylaws. He also invited everyone to attend Grantsville Days on June 26th-June 28th. He noted that there would not be fireworks this year, but many good bands will perform.

   Vice-Chair Myers reminded Board Members that on July 18th Garrett County will celebrate the 250th Anniversary of the United States at the Garrett County Fairgrounds starting at Noon.

6. **Report of the President of the College:** In addition to his previously distributed June President's Report, President Midcap provided the following updates:
   - The College will also celebrate America's 250th with guest speaker Chris Nichols in the Performing Arts Center on July 22nd at 6 p.m.
   - He then distributed an enrollment report where summer and fall numbers are trending higher than last year at this time even though many athletes have not registered to date.
   - He also shared results/summarized the recent PAC Patron Satisfaction Survey.

7. **College Administrative & Financial Reports:** There were no additional comments or questions in relation to the previously distributed College Administrative and Financial Reports.

E. **RECESS OPEN SESSION TO GO INTO AN EXECUTIVE/CLOSED SESSION OF THE BOARD:** On a motion by Trustee Heckman, seconded by Vice-Chair Myers, the Board unanimously recessed the Open Session at 5:55 p.m. for the purpose of convening an Executive Session to discuss the following matters 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=7-0-0):

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

Citation *(Insert # from above)*	**Topic** *(We expect to discuss these matters)*	**Reason for closed-session discussion of topic** *(We are closing the meeting to discuss this topic because)*
§ 3-305(b)(1)	Board Self-Evaluation	Evaluations are confidential.
§ 3-305(b)(1)	President Evaluation	Evaluations are confidential.
§ 3-305(b)(2)	Student Housing	Preliminary discussions are confidential.
§ 3-305(b)(2)	Legal Services-FY27	Confidential discussion.

F. **NEXT REGULARLY SCHEDULED MEETING:** The next regularly scheduled meeting of the Garrett College Board of Trustees is August 18, 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 6:08 p.m. on a motion by Trustee Heckman, seconded by Trustee Edwards (Vote=7-0-0).

Summary of the June 16, 2026 Board Executive/Closed Session Meeting: A closed session of the Garrett College Board of Trustees was held on Tuesday, June 16, 2026 in the Board Room #102 in the GIEC #100 Building at Garrett College. The purpose of this session was to discuss confidential matters regarding the upcoming Board Evaluation, Evaluation of the President, Student Housing, and Legal Services-FY27. Each Board member voted to close the session pursuant to the Maryland State General Provisions Article, Title 3-Open Meetings Act. All board members were present for this closed session. 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:

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

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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: June 16, 2026 **Time:** 6:27 p.m.

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

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 *(Insert # from above)*	**Topic** *(We expect to discuss these matters)*	**Reason for closed-session discussion of topic** *(We are closing the meeting to discuss this topic because)*
§ 3-305(b)(1)	Board Self-Evaluation	Evaluations are confidential.
§ 3-305(b)(1)	President Evaluation	Evaluations are confidential.
§ 3-305(b)(2)	Student Housing	Preliminary discussions are confidential.
§ 3-305(b)(2)	Legal Services-FY27	Confidential discussion.

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

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