GARRETT COLLEGE BOARD OF TRUSTEES
OPEN SESSION MEETING MINUTES
September 15, 2026
McHenry, Maryland

A. COMMUNICATION ITEMS:

1. Call to Order and Attendance: Chair Jason Rush called the meeting to order at 5:27 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 absent. College Administrators in attendance included: Dr. Richard Midcap-President, 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 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: President Midcap read the following report that was submitted by Mr. Drew Catone-Student Activities Manager:

- Start of semester events:
  - New Student Orientation was held on September 8th with 240 participants.
  - Kona Ice Truck-on campus September 9th drew 133 participants.
  - Mechanical Bull on September 10th was postponed due to weather.
  - Chamber of Commerce Welcome Lunch at WISP scheduled for September 11th was cancelled due to weather.
  - Welcome Care Packages were distributed to 42 students.

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

- Faculty returned to campus on August 24th.
- Faculty Senate held a College Appreciation Dinner/Picnic that was well-attended and may turn into an annual event.
- During the last meeting on August 25th, Faculty Senate elected new governance representatives.
- Faculty Senate leadership met with the President and the Staff Senate leadership to discuss the College's Emeritus Policy.
- The next Faculty Senate meeting will be held on September 18th.

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 August 28th with Dean JR Kerns serving as the guest speaker.
- They thanked Faculty Senate Leadership for collaborating with them on the updates to the Emeritus Policy.
- Staff Senate recently voted on governance representatives.
- The next Staff Senate Meeting is scheduled for September 18th.

4. Approval/Changes to the Agenda: The following corrections to the agenda were made by Chair Rush: Move the current Action Item C.3-Electricity Contract to Information Item D.1. and add a new item C.3. titled Jenzabar 5-Year Contract. On a motion by Trustee Heckman, seconded by Vice-Chair Myers, the Board unanimously approved the agenda as amended (Vote=6-0-0).

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=6-0-0).

1. Approval of the minutes from the August 18, 2026 Board Meeting

C. ACTION ITEMS:

1. Emeritus Status Policy Update: Trustees reviewed updates to the Emeritus Policy that included expanded options on where/when to recognize honorees and minor policy wording changes. Faculty Senate and Staff Senate both suggested a separate policy to honor former Trustees, which the Administration will draft and move through the governance process. On a motion by Trustee Heckman, seconded by Trustee Collins, the Board unanimously approved the Award of Emeritus Status Policy Updates as distributed (Vote=6-0-0).

2. #100 Building Roof Replacement: Dean Nichols reported that the State of Maryland approved the replacement of the 100 Building's roof as part of the College's FY27 Facility Renewal Grant (FRG) project list. On August 28th, the College issued an Invitation to Bid for this project and posted to the College's Purchasing & Procurement page and the eMaryland Marketplace page. Based on preliminary market research, the final contract is expected to be between $150,000 and $200,000. Since the deadline for bid award occurs after the September Board meeting, the College requested approval from the Board to award the winning contract up to $200,000. On a motion by Trustee Heckman, seconded by Trustee Yoder, the Trustees authorized the College Administration to sign a contract for the 100 Building Roof Replacement up to an amount of $200,000 and noted that the replacement would be funded entirely through the State's Facility Renewal Grant (FRG) program (Vote=6-0-0).

3. Jenzabar 5-Year Contract: President Midcap and Dean Nichols reported that the College is ready to enter into a new, five-year contract with Jenzabar, the College's Enterprise Resource Planning (ERP) provider since 2017, on January 1, 2027. The new contract terms were recently received and reviewed in detail by College personnel that have been involved in this process. President Midcap and Dean Nichols asked for Board approval to permit the College to start the process to move to a "Software as a Service (SaaS) Solution" instead of an "a la carte customer", since Jenzabar is no longer entering into any la carte agreements. The Board previously received an email with more detailed explanation of the contract prior to this meeting. On a motion by Trustee Collins, seconded by Vice-Chair Myers, the Board approved the SaaS Solution five-year contract renewal with Jenzabar starting January 1, 2027 as distributed and discussed (Vote=6-0-0).

D. INFORMATION/DISCUSSION ITEMS:

1. Electricity Contract: President Midcap and Dean Nichols provided an overview of the College's pending electricity purchase power agreement to the Board in advance of this meeting. Since

Tradition Energy is a designated Cooperative Vendor with the State, the contract did not require Board approval per the College's Board-approved Procurement Policy.

2. **MSCHE Self-Study Steering Committee Update:** President Midcap reported that the Self-Study is currently in the editing process. As noted last month, the College needs to reduce the draft to the 100-page MSCHE limit. This will be accomplished by removing redundant wording throughout the standards and shifting tables in the narrative to appendices.

3. **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 Athletic Alumni Weekend (September 18-19) that includes an informal event for returning student athletes and coaches at The Greene Turtle Friday at 6 p.m. on the 18th. Activities on the 19th include a men's soccer match (12 noon), women's soccer match (2:30 p.m.), and a Student Development-sponsored cookout (between the soccer games) as well as tours of GC's athletic facilities. The weekend culminates with a 6 p.m. reunion dinner in the Morin Family Gymnasium. There are approximately 160 individuals who have RSVP'd for the dinner. Chair Rush also noted the upcoming Athletic Hall of Fame dinner (October 2nd) and GCF President's Circle (October 6th) events.

4. **Report of Board Members:** Trustee Collins reported that Saturday's women's soccer match against La Roche University brings back La Roche head coach Miguel Lozano, who has a second home in Deep Creek. Coach Lozano and his wife, Lisa Jepsen-Lozano, are donors to the Foundation's Athletics Capital Campaign.

5. **Report of the President of the College:** In addition to his previously distributed September President's Report, President Midcap provided an enrollment update with final summer/fall data comparisons, details of a StoreEase/Valley Storage recent tour and gift of a pediatric simulation manikin to the Garrett College Paramedic Program, and a Strategic Plan, Goal 1 update.

6. **College Administrative & Financial Reports:** There were no comments or questions related to the previously distributed administrative and financial reports for September 2026.

E. RECESS OPEN SESSION TO GO INTO AN EXECUTIVE/CLOSED SESSION OF THE BOARD: On a motion by Vice-Chair Myers, seconded by Trustee Heckman, the Board unanimously recessed the Open Session at 6:00 p.m. for the purpose of convening an Executive Session to discuss the matter listed in the chart that follows (*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 *(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)(2)	Scholarship Program Naming	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 will be held on Tuesday, October 27th instead of the normal third Tuesday of the month (October 20th) due to the financial statements audit. The meeting will begin 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 6:12 p.m. on a motion by Trustee Heckman, seconded by Vice-Chair Myers (Vote=6-0-0).

Summary of the September 15, 2026 Board Executive/Closed Session Meeting: A closed session of the Garrett College Board of Trustees was held on Tuesday, September 15, 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 scholarship program naming. 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. College Administrative Staff Members present included: President Richard Midcap and Dean Julie Yoder. (See the "Call to Order and Attendance" section of the minutes for additional details.)

Respectfully submitted by:

_____	_____
Dr. Richard Midcap	Mr. Jason Rush
President of Garrett College	Chair
Secretary/Treasurer, GC Board of Trustees	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: September 15, 2026 **Time:** 6:00 p.m.

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

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)(2)	Scholarship Program Naming	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