

**CARROLL COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES**

**June 21, 2023  
Approved**

**BOARD MEMBERS PRESENT**

Dave Bollinger  
Sherri-Le Bream  
Diane Foster (via conference phone)  
Greg Kahlert  
Mary Kay Nevius-Maurer, Chair  
Dave O'Callaghan, Vice Chair  
Dr. James D. Ball, Secretary/Treasurer

**BOARD MEMBERS ABSENT (EXCUSED)**

Kelly Frager

**COMMISSIONER LIAISON**

The Honorable Kenny Kiler

**STUDENT GOVERNMENT**

Liz Salmond, SGO Representative to the Board

**STAFF PRESENT**

Gregg Bricca  
Rob Brown  
Patti Davis  
Clyde Johnson  
Dr. Michelle Kloss  
Dr. Kelly Koerner  
Dr. Rose Mince  
Emily Salyards  
Lisa Slappy  
Lauren Walker  
Steve Wantz

Trustee Foster attended the meeting via conference phone.

Board of Trustee Chair, Mary Kay Nevius-Maurer called the meeting to order at 5:54 P.M. and led the opening exercises.

Trustee Nevius-Maurer indicated that the Personnel, Instruction and Related Policies Committee added one exhibit item to the June 21, 2023, Agenda to include exhibit V.B.12. Trustee O'Callaghan moved for approval of the meeting Agenda; Trustee Bream seconded. The June Agenda was unanimously approved.

Trustee Foster moved that the minutes of May 17, 2023, be approved; Trustee Kahlert seconded. The May minutes were unanimously approved.

**IV.A. President's Report**

Dr. James Ball, President, reported:

1. Dr. Ball circulated the Carroll County Times highlighting the front-page news communicating notable events that occurred recently on the College campus to include the Adult Education Graduation and the Juneteenth Event.
2. Dr. Ball presented the FY2024 President's Strategic Initiatives associated with each of the five Compass 2025 priorities: Student Success, Career and Economic Development, Diversity and Global Citizenship, Institutional Excellence, and Resource Management. Dr. Ball highlighted each priority and stated the related institutional initiatives will direct the work of staff as we work to complete the plan. Staff will develop related task statements with intended outcomes to accomplish each initiative.
3. Dr. Ball invited Mr. Clyde Johnson, Executive Director, Diversity, Equity, and Inclusion, to provide his monthly report to the Board.

Mr. Johnson reported:

The Carroll Citizens for Racial Equity (CCRE), Annual Conference on June 9, 2023, at Carroll Community College was a well-attended, engaging event. Mr. Johnson expressed appreciation to the keynote speaker Dr. Erin Watley, Associate Professor at McDaniel College, and several individuals who worked hard to make this conference a success.

In addition, Mr. Johnson reported on the second annual Juneteenth Celebration that took place at Carroll Community College on Saturday, June 17, 2023, was a successful community event. The occasion emphasized history, art, and entertainment from the African Diaspora.

Mr. Johnson stated that The Carroll Community College Board of Trustees must review and approve the College's Annual Diversity, Equity, and Inclusion Action/Improvement Plan Report. In accordance with §11-406 of the Education Article, the governing body of each Maryland public college and university is required to develop and implement a plan for a program of cultural diversity. These plans must be submitted to each institution's board by July 1, 2023.

Thus, since the Carroll Community College's Board of Trustees does not meet in July, the Annual Diversity, Equity, and Inclusion Action/Improvement Plan for FY2022-2023 is submitted for The Board of Trustees review and approval in June for submission in September along with the Annual Diversity Report.

**Recommended Action:** Trustee Nevius-Mauer moved that the Board of Trustees approve the Diversity, Equity, and Inclusion Annual Plan for FY2022-2023. Trustee Bream seconded.

**Motion status:** Motion carried unanimously.

4. Dr. Ball distributed a flyer and acknowledged Dr. DaVida Anderson as being named one of The Daily Record's Leading Women Under 40 Honorees. Dr. Anderson was selected by previous nominees for her professional achievement, community service and commitment to inspiring change. Dr. Mince added that Dr. Anderson was recognized this year as Carroll Community College's Mentor of the Year.
5. Dr. Ball acknowledged the Nursing Pinning and Commencement Ceremonies that were held on May 24, 2023. He thanked the Board for their participation in both of these events. Dr. Ball also thanked our outstanding guest speaker Mr. Garrett Hoover, President, and CEO of Carroll Hospital, for his optimistic and sincere speech to our 2023 graduates.
6. Dr. Ball invited Mr. Steve Wantz, Executive Director of Institutional Advancement & College Foundation, to give the Board an update on the Foundation's activities.

Mr. Wantz shared the Carroll Community College Foundation dashboard data charts, indicating overall contributions exceeded the goal in FY23. He acknowledged the significant financial commitments from Mr. Martin K. P. Hill, and Trustee Kahlert and the Kahlert Foundation this year.

Mr. Wantz was pleased to report that Starry Night was very successful in 2022 with a 20% increase in net income.

Mr. Wantz announced that the Starry Night 2023 Planning Committee is scheduled to meet June 27, 2023. He also commented that the Foundation concluded the second wave of scholarships in the NextGen scholarship system. The new software system now has over 400 students in the scholarship process, which is higher than in previous years.

#### IV.B. Academic Council

Dr. Rose Mince reported for Jonathan Boyle, Academic Council President:

Academic Council met on Friday, June 2, 2023.

Dr. Mince reviewed the twelve proposals submitted and approved by the Academic Council with the Board.

The 2022/2023 Academic Council meeting adjourned and reconvened to orient new Council members and to conduct the 2023/2024 Election of Officers.

Election of Officers for the 2023/2024 academic year were held for Academic Council. Dr. Mince announced the results of the election:

- President – Mary Wallace, Assistant Professor, Communication Arts
- Vice President – Jennifer Dunn, Professor, Transitional Studies Academic Services
- Representative to the Senate – Dr. Raza Khan, Professor/Division Chair, Sciences

The next meeting will be held on Friday, September 1, 2023.

#### IV.C. Senate

Mrs. Emily Salyards, Senate President reported:

The Senate met virtually on Friday, June 9, 2023.

Mrs. Salyards thanked Kristen Maszarose, Elizabeth Lotz, Jacquie Brager, and Tracy Petry for their service on Senate as they conclude their terms. Nikki Myers, Karen Sorrell, Tracy Berends, and Jen Gertz were welcomed as new Senators.

The 2022/2023 Senate meeting was adjourned, and the 2023/2024 meeting reconvened to conduct the Election of Officers.

Mrs. Salyards announced the results of the election for the 2023/2024 academic year:

- President – Emily Salyards, Coordinator of Student Recruitment and Retention Initiatives
- Vice President – Joan Greer, Assistant Director, Courses and Scheduling, Records, Registration and Testing.

The next meeting will be held on Friday, September 8, 2023.

#### IV.D. Student Government Organization (SGO)

Ms. Liz Salmond

Ms. Salmond introduced herself to the Board as the SGO President, Student Ambassador and a Carroll Lynx Scholar Program member.

The SGO Retreat will be held the week ending June 23, 2023.

#### IV.E. Commissioner

The Honorable Kenny Kiler Commissioner Liaison to the Board reported:

The approved 2023-2024 County budget will go into effect on July 1, 2023.

Commissioner Kiler stated that the Commissioners will review the individual budget details of different departments beginning in July 2023.

Commission Kiler mentioned how much he enjoyed being a part of the recent retirement gathering on campus for Alan Schuman.

#### IV.F. Planning Advisory Council (PAC)

Mr. Gregg Bricca reported:

The Planning Advisory Council met on Monday, June 5, 2023.

Dr. Ball presented a draft of the annual Strategic Initiatives, which was well supported by those in attendance.

The PAC members engaged in a review and discussion of the FY23 Quality Improvement Cycle (QUIC) assessments.

Mr. Schuman presented a FY2023-2024 Operating Budget update to the Academic Council.

The next meeting will be held on September 11, 2023.

#### V.A. Finance, Facilities, and Related Policies Committee

Trustee Bollinger reported:

1. Monthly financial reports are provided to the Board of Trustees to keep the Board informed of the ongoing status of the College's financial activities. The May reports are not the audited final statement.

A review of the financial statements for the period ending May 31, 2023, reveals normal and reasonable receipts, disbursements, and encumbrances.

**Recommended Motion:** Trustee Bollinger moved that the Board acknowledge receipt of the May financial reports. Cumulative financial information will be annually audited, and appropriate responses provided by the external auditors during the annual audit process. Trustee Foster seconded.

**Motion status:** Motion carried unanimously.

2. Approval of Operating Budget for Fiscal Year 2023-2024. The Board of Trustees must approve the College's Operating Budget.

The Board of County Commissioners of Carroll County has completed their budget review and has authorized the Fiscal Year 2023-2024 Operating Budget on behalf of the College.

**Recommended Motion:** Trustee Bollinger moved that the Board of Trustees approve the Fiscal Year 2023-2024 Operating Budget for Carroll Community College. Trustee Foster seconded.

**Motion status:** Motion carried unanimously.

3. Approval of Tuition and Fee Structure for FY2024. The Board must approve the Tuition and Fee Structure of the College pursuant to the Board of Trustees Policy.

There is no tuition increase being recommended for in-County rates. An increase of 4.2% is being recommended for out-of-county students and a 8.1% increase for out-of-state students in order to remain compliant with State Law, Title 16 Section 301 (7) (B1).

**Recommended Motion:** Trustee Bollinger moved that the Board of Trustees approve the revised Tuition and Fee Structure for the tuition increase, effective Summer Session 1 – 2023 for Credit Students and Fall Session 2023 for Continuing Education and Training. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

4. The Board of Trustees must approve the College's Table of Organization pursuant to the Board of Trustees Policy. The Table of Organization for the College reflects all approved positions and their operational structure.

**Recommended Motion:** Trustee Bollinger moved that the proposed FY2024 Table of Organization Chart be adopted. Trustee Bream seconded.

**Motion status:** Motion carried unanimously.

5. Approval of Capital Budget for Fiscal Year 2023-2024. The Board must approve the College's Capital Budget. The Board of County Commissioners of Carroll County has completed their budget review and has authorized the Fiscal Year 2023-2024 Capital Budget on behalf of the College.

The County Commissioners have approved the Distributed Antenna System – Wireless Services project in Fiscal Year 2024 which provides funding for the replacement of the distributed antenna system (DAS). The DAS is a network of antennas connected to a common source and distributed throughout the building to extend public cellular wireless network coverage.

The County has also approved funds to match the College Foundation's efforts to raise private funds to support technology requirements. The County funds will serve as a dollar-for-dollar challenge matching grant, which would match funds raised by the College Foundation to support needs for technology replacement and enhancement. This matching grant has the County committing \$350,000 of additional funds in FY24 and a new challenge grant beginning in FY28.

**Recommended Motion:** Trustee Bollinger moved that the Board approve the Fiscal Year 2023-2024 Capital Budget for Carroll Community College. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

6. The Board of Trustees Policy Item requires approval of all Purchase Requisitions amounting to over \$25,000. The College needs to replace the current distributed antenna system (DAS). The DAS is a network of antennas connected to a common source and distributed throughout the buildings to extend public cellular wireless network coverage and public safety signals.

Carroll County Government FY24 capital budget includes \$500,000 to support the project. The College will fund the difference. These items will be purchased from the existing Maryland State Department of Information Technology (DoIT).

**Recommended Motion** – Trustee Bollinger moved that the Board authorize the College to award the purchase of DAS equipment and services in an amount not to exceed \$540,000 to Communications Electronics, Timonium, Maryland using the Maryland State Department of Information Technology (DoIT) Radio Communications 2018 Contract. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

7. The Board of Trustees Policy Item requires approval of all Purchase Requisitions amounting to over \$25,000. The College Maintenance department currently uses the software School Dude Maintenance

Direct and PM Direct to manage work orders and the maintenance, upkeep, and repair of 313 assets including, but not limited to, Café cooking and refrigeration equipment, aerial lifts, eye wash stations, deluge showers, classroom furniture, ES cleaning equipment, and vehicles. This School Dude software is no longer supported and is scheduled for sunset at an undetermined future date.

The contract proposal from Brightly outlines an initial first-year cost of \$15,216.72 (including consultative implementation), second-year cost of \$8,320.41, and third-year cost of \$8,570.02 for a total anticipated cost over three years of \$32,107.15.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees authorize the College to award a contract for Asset Essentials software to Brightly, at a cost of \$33,000 over three years. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

8. The Board of Trustees Policy Item requires approval of all Purchase Requisitions amounting to over \$25,000. Continuing Education and Training requests the purchase of a Steering and Suspension System Trainer. This trainer will be used for students preparing to sit for the ASE A4 certification, Steering and Suspension test. This system assists students with practical learning applications of inspection and reassembly of rack and pinion steering gear, diagnosing power steering fluid levels and condition, and removal, inspection, and installing of suspension and steering related parts. This equipment will significantly enhance student learning and provide training for real-world applications with students receiving an industry-recognized certification upon course completion.

In addition, Continuing Education and Training requests the purchase of EVAP Trainer and Courseware. This trainer will be used for students preparing for the ASE L8 certification, Engine Performance. This will also be a required certification for students who are trying to obtain the ASE L3 certification, Light Duty Hybrid/ Electric Vehicle Specialist Certification Test. This equipment will significantly enhance student learning and provide training for safe, real-world applications related to the installation and repair of evaporative emissions systems.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees authorize the College to award the purchase of a Steering and Suspension System Trainer and an EVAP Trainer/Courseware in an amount not to exceed \$26,500 to Amtek Company, Inc., Arnold, Maryland, using the Howard County Public School System Contract #039.20.B5 – Career and Technology Education Supplies and Equipment. Trustee Bream seconded.

**Motion status:** Motion carried unanimously.

9. The Board of Trustees Policy Item requires approval of all Purchase Requisitions amounting to over \$25,000. Remote telehealth consultations for Carroll Community College students have been provided by Business Health Services. The use of the services has increased to the point beyond our contracted uses per year, therefore the College has incurred increasing overage costs. As the mental health crisis has grown, more providers have entered the higher education field. A review of providers was conducted by the Senior Director of Advising and the Director of Student Care and Integrity. Timelycare offers a TalkNow, on demand counseling service that includes chat, phone, or video options. The services are available 24 hours per day, 365 days a year. The service also provides access to Basic Needs Assistance to help students connect to local resources. Timelycare integrates with Carroll's Learning Management System, Canvas, which allows easy access for students. The cost includes unlimited, on demand TalkNow consultations and six (6) Scheduled Consultations for each academic year that the student is at Carroll. This is a noncompetitive negotiation procurement for physical and mental health services with a total per year cost of twenty-two thousand five hundred dollars (\$22,500) for an estimated enrollee population of 700 FTE. The initial contract term is for five (5) years.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees authorize the College to contract with Timely Telehealth, LLC of Fort Worth, Texas at a total contract amount of \$112,500.00. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

10. The Board of Trustees Policy Item requires approval of all Purchase Requisitions amounting to over \$25,000. To help Carroll grow awareness/market share and eliminate waste through targeted advertising strategies MACS needs assistance with the direction and implementation of college-wide paid media research, planning, buying, management, execution of all digital platforms, and reporting campaign analytics.

A Request for Proposal (RFP) was written to solicit proposals for Digital Marketing Management Services. The evaluation committee recommended that the contract be awarded to Mosaic Media of Anchorage, Alaska. Based on the number of strategic initiatives, audiences MACS needs to reach and overall demand/digital inventory availability, the expected annual digital media expenses (already allocated in the marketing budget) to be \$60,000 - \$100,000.

The initial contract term will be for one year. The contract may be renewed annually for up to four (4) additional one-year terms based on the agency's performance and return on investment.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees authorize the College to hire Mosaic Media as the agency of record for its Digital Marketing Management needs and authorize expenses not to exceed \$30,000 for FY2024. Trustee Foster seconded.

**Motion status:** Motion carried unanimously.

11. Board policy requires the Board of Trustees to approve the acceptance of all grants. Notice of Grant Award to the Carroll County Community Mediation Center, (CCCMC) Carroll Community College for FY2024 from Maryland Mediation and Conflict Resolution Office (MACRO) and Maryland Judiciary, Juvenile and Family Services (JFS).

Carroll Community College began administering the Carroll County Community Mediation Center on October 1, 2008. The CCCMC provides conflict resolution education and services to Carroll County residents and the College community. Carroll Community College is the program grant recipient and administrator of the CCCMC program. With the support of this grant the CCCMC will provide case management, volunteer coordination, conflict coaching and mediation services to the Carroll County and College communities. Additionally, the CCCMC provides mediation services to low-income families ordered by the Circuit Court to mediate issues around child custody and visitation.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees accept the grants from the Maryland Mediation and Conflict Resolution Office in the amount of \$91,000 and from the Maryland Judiciary, Juvenile and Family Services in the amount of \$55,000 for FY2024. Trustee Foster seconded.

**Motion status:** Motion carried unanimously.

12. Board policy requires the Board of Trustees to approve the acceptance of all grants. The University of Maryland has issued an increase in funding in an amount not to exceed \$20,000 to temporarily augment SBDC staff hours to provide temporary administrative support of the Mid-Atlantic Veterans Business Outreach Center (VBOC) partner program. Currently, the SBDC at CCC receives \$40,000 per year to support these efforts. The statewide director of VBOC will be on leave and has requested the assistance of Maura Van Syckle to support these efforts for up to 14 weeks, not to exceed \$5,500 in salary and salary expenses. VBOC has also requested Amy Yingling, SBDC Director for the Northern Region, to work on

this grant for 8 weeks not to exceed \$14,500 in salary expenses. This additional VBOC funding will enable the College to reallocate grant funds traditionally applied to the Director's salary toward other SBDC activities.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees accept the supplemental grant from the University of Maryland of \$20,000 spanning FY2023 to FY2024. Trustee Foster seconded.

**Motion status:** Motion carried unanimously.

13. Board policy requires the Board of Trustees to approve the acceptance of all grants. The College has received notice of a Sport Opportunity Grant for \$2,000. This award is to help add Women's Volleyball to the team sports offered at Carroll. The inaugural season is planned for the Fall of 2023 when the team joins the National Junior College Athletic Association (NJCAA) Division II program.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees accept the \$2,000 grant from the National Junior College Athletic Association (NJCAA) for FY2024. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

14. The Board must approve all policy changes. The College recommends modification to the Student Code of Integrity for Academic and Behavioral Standards. This policy revision outlines the commitment of Carroll Community College (CCC) to prohibit all forms of hazing, as required by law.

**Recommended Motion** – Trustee Bollinger moved that the Board of Trustees approve the modification of the Student Code of Integrity for Academic and Behavioral Standards to include the Anti-Hazing Policy. Trustee Foster seconded.

**Motion status:** Motion carried unanimously.

#### **V.B. Personnel, Instruction, and Related Policies Committee**

Trustee Bream reported:

1. The Board of Trustees must approve all policy changes. This policy will be included in the Employee Handbook - Wage Disclosure Protection.

The College is seeking to establish policy in accordance with Maryland's Equal Pay for Equal Work law which provides that an employer may not prohibit an employee from inquiring about, discussing, or disclosing the wages of an employee or another employee, or requesting that the employer provide a reason for why the employee's wages are a condition of employment. After a review of the Employee Handbook, the College recommends the addition of the Wage Disclosure Protection policy in compliance with State Law to the Employee Handbook.

**Recommended Motion:** Trustee Bream moved that the Board of Trustees approve the College Policy – Wage Disclosure Protection to be included in the Employee Handbook. Trustee O'Callaghan seconded.

**Motion status:** Motion carried unanimously.

2. Carroll Community College Credit Adjunct Faculty Salary Scales. The Board must approve modifications to the College's salary scales. The proposal reflects a 4.5% adjustment to the Credit Adjunct Faculty Scale and adds a new tier for those new hires with a terminal degree.

**Recommended Motion:** Trustee Bream moved that the Board approve the new Credit Adjunct Faculty Scale, effective August 28, 2023. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

3. Carroll Community College Non-Credit Adjunct Faculty Salary Scales. The Board must approve modifications to the College's salary scales. The proposal reflects a 4.5% adjustment to levels 1 through 5 of the Non-Credit Adjunct Faculty Scales.

**Recommended Motion:** Trustee Bream moved that the Board approve the new Non-Credit Adjunct Faculty Scales, effective July 1, 2023. Trustee Kahlert seconded. Trustee O'Callaghan recused himself from the vote.

**Motion status:** Motion carried unanimously.

4. 2023-2024 Salary Information. The Board must approve all pay increases. The Administration proposes that in Fiscal Year 2023-2024 salaries be increased equal to 4.5% of the midpoint of their applicable grade. This applies to all benefit-eligible employees. In addition, the College proposes that temporary hourly employees who are renewing receive a salary increase equal to 4.5% of the midpoint of their applicable grade in accordance with policy.

Salary data reflects approved promotions, reclassifications, and equity increases.

Details provided to the Board of Trustees only.

**Recommended Motion:** Trustee Bream moved that the proposed salary increases be approved effective July 1, 2023. Trustee O'Callaghan seconded.

**Motion status:** Motion carried unanimously.

5. The College proposed one new professional appointment to include Debra Baker, Registrar. Effective May 30, 2023.

**Recommended Motion:** Trustee Kahlert moved that the Board of Trustees approve the appointment of Debra Baker. Trustee Bream seconded.

**Motion status:** Motion carried unanimously.

Trustee Kahlert reported:

Information Items:

6. Eight new support staff appointments, Heather Arrowood, Environmental Services Specialist; Brittany Hurley-Cranford, Environmental Services Specialist; Lori Keeney, Accounting Specialist; Stephen Launchi, Special Police Officer; Jessica Launder, Testing Center Specialist; Gina Lyon, Executive Associate - Provost; Barbry Williams, Facilities Scheduling Specialist; Donna Ziemski, Administrative Associate -Auxiliary Services and Campus Operations, were provided to the Board as an information item.
7. Several new temporary appointments were presented to the Board for information.
8. Temporary appointments are effective on a fiscal year basis. Therefore, current temporary employees must be renewed to continue employment into fiscal year 2024.

Trustee O'Callaghan reported:

9. The College informed the Board of three employee separations including Molly Dolan, Director, Major and Planned Giving; Jo Lynn Minnema, Nursing Faculty; and Julie Sivert, Environmental Services Specialist.
10. Approval of Curriculum Report, 2022-2023. In accordance with Board of Trustees Policy Manual, all new academic programs, after the Faculty, Chief Academic Officer and the President have approved them, shall be approved by the Board of Trustees. In addition, the Board is to be informed of all curricular changes. The 2022-2023 Curriculum Report provides information to the Board regarding all academic council deliberation regarding new courses, changes in curriculum, prerequisites, or other academic procedural changes, including new academic programs, in this comprehensive report.

**Recommended Motion:** Trustee O'Callaghan moved that the Board of Trustees approve the 2022-2023 Curriculum Report. Trustee Bream seconded.

**Motion status:** Motion carried unanimously.

11. New Academic Program: Transfer Studies Lower Division Certificate (L.D.C.)

The Board of Trustees must review and approve new academic programs. The Transfer Studies Lower Division Certificate program is intended for students interested in transferring to a four-year institution. This program will allow them to do so after their first year of full-time studies at Carroll. This certificate allows the College to credential students who choose to transfer before graduation with an associate degree. It is designed to articulate to four-year programs in the State of Maryland.

**Recommended Motion:** Trustee O'Callaghan moved that the Board approve the Transfer Studies Lower Division Certificate. Trustee Kahlert seconded.

**Motion status:** Motion carried unanimously.

12. The Board of Trustees must approve all policy changes. This policy is to modify the Attendance Policy for Religious/Faith-Based Accommodations. The College has an existing attendance policy in the catalog (Section One: Academic Regulations, XIV Attendance Policy), the language required an update because House Bill 923 was approved in the Maryland legislature in April 2023.

**Recommended Motion:** Trustee O'Callaghan moved that the Board of Trustees approve the modification to the College Policy regarding the Attendance Policy for Religious/Faith-Based Accommodations, in compliance with State law. Trustee Bream seconded.

**Motion status:** Motion carried unanimously.

#### **VI. Old Business/New Business**

Trustee Nevius-Maurer asked Trustee O'Callaghan to give the report on the Board of Trustees' Nominating Committee for the 2023/2024 Slate of Officers.

**Trustee O'Callaghan reported:**

- A. In accordance with the Board of Trustees Policy Manual, Article IV., the Chair and Vice-Chair shall be elected annually by the Board at its last public meeting for the fiscal year and may be reelected not to exceed two consecutive terms.

At the May 17, 2023, Board of Trustees Meeting, the nominating Committee nominated the following Board members for Officers for consideration for 2023-2024.

Chairperson: Mary Kay Nevius-Maurer

Vice Chairperson: Dave O'Callaghan

**Recommended Motion:** Trustee O'Callaghan moved that the Board of Trustees approve the election of Mary Kay Nevius-Maurer as Chairperson, and Dave O'Callaghan as Vice-Chairperson for the 2023-2024 Board calendar year. Trustee Bollinger seconded.

**Motion status:** Motion carried unanimously.

The Board applauded these well-deserved appointments.

#### **VII. Dates of Upcoming Meetings and Events**

Trustee Nevius-Maurer reviewed upcoming meeting and activity dates.

Trustee Nevius-Maurer asked for a motion to end the official June 21, 2023, Board of Trustees' meeting and meet in a closed Executive Session to discuss an issue of general administrative and legal consideration. Trustee Bream moved to end the official June 21, 2023, Board of Trustees' meeting and meet in a closed Executive Session.

**Motion status:** Motion carried unanimously.

#### **VIII. Adjournment**

Trustee Nevius-Maurer adjourned the meeting at 6:54 P.M.