

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**April 13, 2022
Regular Meeting**

The Board of Trustees of Frederick Community College met in regular session on Wednesday, April 13, 2022 in the Student Center (H202/203). A virtual option to participate was provided. Participating in person were: Trustees Tom Lynch, Chair; Carolyn Kimberlin, Vice Chair; Ellis Barber; Gary Fearnow; Theodore Luck; and Dr. John Molesworth. Trustee Dr. April Miller was unable to attend. Also attending in person were Interim President Dr. Thomas Powell, Secretary/Treasurer of the Board; Adam Konstas, PK Law, College legal counsel; Jerry Boyd, Special Assistant to the President for Institutional Effectiveness; Lewis Godwin, Chief of Operations (COO); Dr. Tony Hawkins, Provost/Executive Vice President (EVP) for Academic Affairs, Continuing Education, and Workforce Development (AACEWD); Adam Reno, Interim Director of Technology/Chief Information Officer (CIO); Amy Stake, Interim Vice President (VP) for Finance; Fred Hockenberry, Executive Director of Auxiliaries; Diana Oliver, Director of Human Resources; Deborah Powell, Executive Director for the Office of Institutional Advancement and the FCC Foundation; Larry Johnston, Director of Athletics; and Kari Melvin, Recording Secretary.

Participating virtually were Janice Spiegel, Director of Education and Special Initiatives; Dr. Nora Clark, VP for Student Affairs; Caroline Cole, Director of Communications to the President; Frank Seidel, Vice Chair, Faculty Association (FA); Laura Cordova, Treasurer, FA; Evan Evans, Chair, College Senate; Robin Shusko, Vice Chair, College Senate; Karen Santelli, Support Staff Association (SSA) Executive and

College Senate Secretary; Katie Miller, Administrative Staff Association (ASA) Executive; Alan Whelan, President, Student Government Association (SGA); Lauren Dods, Office Manager, Mid-Atlantic Center for Emergency Management & Public Safety; Brian Holt, Construction & Applied Technologies Institute Lab Coordinator; Mary Rolle, Assistant Professor, Police Science & Criminal Justice; Dr. Nicole Baird, Associate Vice President (AVP), Center for Teaching and Learning; Dr. Candice Baldwin, AVP for Student Success; Dr. Benita Rashaw, AVP for Student Affairs;. Dr. Kevin Martin, Senior Researcher for Institutional Effectiveness; Peter Lee, Dining Business Manager; Elizabeth DeRose, Institute Manager, Hospitality, Culinary & Tourism Institute; and Randi Gibson, Transfer Evaluator.

CALL TO ORDER

The meeting was called to order by Board Chair Lynch at 5:34 p.m.

ESTABLISHMENT OF QUORUM

Interim President Powell confirmed the presence of a quorum of the Board.

APPROVAL OF MINUTES

The Chair called for approval of the minutes of the March 9, 2022 board conversation and regular meeting.

On a motion made by Trustee Molesworth and seconded by Trustee Luck, the Board approved the March 9, 2022 board conversation and regular meeting minutes 6-0-1, as presented, with Trustee Miller absent.

CHAIR'S REPORT

Chair Lynch commented on the recent Association of Community College Trustees conference he attended with Vice Chair Kimberlin and President-Elect Dr. Annesa Cheek

in Philadelphia at the end of March. Chair Lynch noted that the conference which focused on strengthening Board and Presidential relationships was very relevant and an excellent way to begin their work with President Cheek. Chair Lynch provided each Trustee with a book, entitled *Trusteeship in Community Colleges: A Guide for Effective Governance*, with the recommendation that all Trustees use this resource as a guide in their important work as Trustees.

Chair Lynch mentioned that the Trustees and President Cheek will hold their annual retreat on July 22 and 23, 2022. One or more consultants may be involved to facilitate discussions during the retreat.

Chair Lynch will be appointing a nominating committee for the election of new officers for the Board. He mentioned that for personal reasons he will not seek reappointment as Board Chair. However, he re-committed to continue his active work as a Trustee and emphasized his continued dedication to the success of FCC and working with his colleagues on the Board.

INTERIM PRESIDENT'S MONTHLY REPORT

Interim President Powell reported that Dr. Candice Baldwin was selected as one of the top 100 women leaders in Maryland. Trustees expressed their congratulations to Dr. Baldwin.

Interim President Powell thanked the Trustees for attending Spring Convocation on April 8, 2022. He noted that Commencement has been scheduled for May 19, 2022.

Athletic Director Larry Johnston made a brief presentation to the Trustees on accomplishments of our athletic teams, improvements that have been made, and the specific needs to ensure the ongoing success of athletics. Everyone participating

congratulated Coach Rodney Bennett on his milestone of 700 wins as FCC baseball coach. Director Johnston noted that through athletics we are able to enroll more students and provide services to children and teens in our Frederick community. Director Johnston also shared the many press reports on the success of our athletic programs and student athletes.

INFORMATION/DISCUSSION ITEMS

Quarterly Financial Report for the Period Ending March 31, 2022 – Interim VP

Stake presented this item and went through the report in detail with the Board. A copy of the report is available from the President's Office.

This item was presented for information only – no action was taken or requested.

Revisions to the Sick Leave Bank Policy and Procedures – Board members received a mark-up of the proposed revisions to the Sick Leave Bank Policy and Procedures in their meeting packet. Interim President Powell and the Trustees discussed the current Sick Leave Bank Policy and the history of revisions since 2018. Interim President Powell noted that except for one incident, there is no record of abuse with the use of the policy. Currently, only two employees are using the Sick Leave Bank. Interim President Powell commented that the intent of having this policy is to take care of employees who are experiencing catastrophic illness or accidents. Currently, the first 30 consecutive workdays of illness or injury must be covered by the employee's own accumulated sick, personal, and annual leave. If all accumulated leave has been exhausted before reaching 30 consecutive workdays, the employee must use leave without pay. Interim President Powell said he is proposing to remove this 30-day requirement so employees who may not have 30 days of accumulated leave do not have to use leave without pay. Once an employee has used all of their leave, they would be eligible to use the Sick Leave Bank. He is also proposing to

eliminate the Sick Leave Bank Advisory Committee to maintain an objective process and employee confidentiality on medical issues; make the Director of Human Resources responsible for administering the Sick Leave Bank and approving all requests; change the cumulative maximum use of 60 days over a five-year period to 60 days over a two-year period; change the wait time after use of the cumulative maximum to two years instead of five years; provide that employees may donate up to seven hours of sick time to the Sick Leave Bank during open enrollment periods; and provide that the Director of Human Resources will provide the President with a detailed report on the use of the Sick Leave Bank and its balance annually in June.

Senate Chair, Professor Evan Evans, reviewed the process the Senate undertook to develop its recommendation for changes to the current policy. He noted that there is general enthusiasm for the proposed changes. Professor Evans invited Ms. Lauren Dods to make a presentation on the policy and the history of recommendations for changes. She noted that when the policy was revised in 2018, affinity leaders received over 28 pages of negative feedback, objections, and concerns during the policy review process. However, the Board approved the revisions without the endorsement by the Senate or College affinity groups. Ms. Dods said she has served on the annual policy review committee for the Sick Leave Bank since 2019 and each year, a request has been made to eliminate the 30-day requirement.

Chair Lynch thanked everyone who shared information. He continued that he is not opposed to revising the Sick Leave Bank, but wants to ensure that the proposed changes are compliant with the law. Chair Lynch said he would entertain a motion to approve the

revisions or table them until College legal counsel can review the proposed changes and provide guidance.

On a motion made by Trustee Fearnow and seconded by Trustee Barber, the Board voted to table this item until the May 25, 2022 regular meeting 6-0-1, with Trustee Miller absent.

ACTION ITEMS

Approval of Renewal of FY 2023 Group Health, Prescription Drug, Dental, and Vision Insurance to Aetna and Employer/Employee Contributions – Director Oliver presented this item. An award to Aetna for the Group Health, Prescription Drug, Dental, and Vision insurance for eligible FCC employees was effective on July 1, 2021 based on RFP #21-HR-02. This award could be renewed annually for up to four additional years. This is the first renewal year and includes a slight increase to group health and prescription drug premiums. There is no change in the premiums for dental and vision.

Based on this award with Aetna, the College will continue to offer two health insurance plans, which include a high deductible plan and an in-network plan.

For the high deductible plan, the College will continue to contribute to a Health Savings Account (HSA) for each enrolled employee. Historically, since the high deductible plan went into effect, the College has contributed to both the HSA and the in-network plan.

The premiums for the renewal of the health, prescription drug, dental, and vision insurance plans with Aetna and the calculation for the employer and employee contributions were provided to Board members in their meeting packet.

The College also recommends the continuation of the opt-out incentive to employees who do not elect FCC health insurance coverage.

Director Oliver recommended approval to renew the group health, prescription drug, dental, and vision insurance plans with Aetna for FY 2023, approval to continue the opt-out incentive, and approval of the employer/employee contributions to the plans as provided.

Chair Lynch noted that the College was able to negotiate the increase down from 9% to 4%.

On a motion made by Trustee Molesworth and seconded by Trustee Luck, the Board approved the renewal with Aetna for FY 2023, the continued opt-out incentive, and employer/employee contributions 6-0-1, as presented, with Trustee Miller absent.

Approval of Piggyback Contract with Canteen, a subsidiary of Compass Group, USA, Inc. for College Dining Services in the amount of \$309,692; Piggyback of E&I Master Agreement Number CNR01404 – Executive Director Hockenberry presented this item. This request is for a piggyback with Canteen, a subsidiary of Compass Group USA, Inc., through the E&I Master Agreement Number CNR01404.

With a four-year plan to profitability including mobile ordering for quick pick up, as well as kiosk ordering, Canteen will enhance all aspects of dining on campus and catering request fulfillment. Offering a diverse menu for daily dining, Canteen provides the highest quality of food along with the highest quality of service. As a subsidiary of the larger Compass USA, Inc. Company, Canteen will draw upon years of experience, market research, and a nationwide network of suppliers to drive sales and customer satisfaction.

The cost of this purchase is \$309,692, which covers the initial term of three years. There are two one-year renewal options. Year four is projected to be a break-even/profit

share year. Any additional management fees beyond the initial three-year subsidy would require additional board approval. The contract begins on July 1, 2022.

Funds are available in the Operating budget through budget transfer to Dining Services.

Executive Director Hockenberry recommended approval of the use of the E&I Master Agreement Number CNR01404 with Canteen, a subsidiary of Compass Group USA, Inc., for College Dining Services in the amount of \$309,692 for July 1, 2022 through June 30, 2025.

On a motion made by Trustee Luck and seconded by Trustee Molesworth, the Board approved the piggyback with Canteen 6-0-1, as presented, with Trustee Miller absent.

Approval of Sole Source from Burlington English for Blended Learning Software in the amount of \$52,800 – Provost/EVP Hawkins presented this item. Burlington English offers a unique program for English language acquisition. It combines face-to-face classroom activities with any time/anywhere access to state-of-the-art online interactive courses. A unique “Speech Trainer” functionality supports English Language Learners in improving pronunciation and comprehensibility, giving them the confidence to communicate successfully. Burlington English offers a robust training schedule of both on-demand and face-to-face training opportunities for administrative staff and instructors free of charge to its clients.

FCC has utilized this learning management tool since fiscal year 2019. Initial use was for smaller satellite locations like Family Partnership and Rock Creek Family Literacy, but since the pandemic, it has become the main curriculum for the on-campus program as well. It was the clear solution for structured remote and online ESL learning

due to its mobile-friendly nature, integration with Zoom, its ability to track exact student time outside of class (a Department of Labor requirement), and its alignment with both the College and Career Readiness and English Language Proficiency Standards in Adult Education. The reporting functionality of Burlington English is a key feature; it breaks down both student and teacher use to the second and shows details like which curriculums are used and log in/log out times. Burlington English conscientiously works with the Department of Labor to ensure its reporting is in compliance for WIOA Title-II programs.

Burlington English is able to be used at every ESL Level in our Program and offers four different curriculum that are used in specific classes. *Burlington Core* is the main ESL curriculum used at all six Educational Functioning Levels alongside the *Prepare for CASAS* lessons which align exactly with the placement and progress tests used in Adult Education. *English in America* is an English Language Civics curriculum that we use in Workshop classes that introduce students to life in the United States and orients them to be prepared to navigate the systems in place both at our institution and in our society. *English for Specific Careers* courses are used in our Bridge and Integrated Education and Training Programs to help ESL students improve their work readiness and job skills to enter the workforce. In addition to in-class use, Burlington English has also been utilized in our student intake process and allows for a remote Provisional Assessment to be administered, which increases the number of students we are able to intake and place into classes in a given session.

For the proposed award amount of \$52,800, existing funding has been identified from the Maryland Department of Labor Consolidated Adult and Family Literacy Services Grant.

Provost/EVP Hawkins recommended approval of the sole source procurement from Burlington English for blended learning software in the amount of \$52,800.

On a motion made by Trustee Barber and seconded by Vice Chair Kimberlin, the Board approved the sole source procurement from Burlington English 6-0-1, as presented, with Trustee Miller absent.

Approval of Piggyback Contract with Daly for Network Switches to support the IT infrastructure replacement within the Linganore Hall Renovation and Construction Project in the amount of \$26,350; Piggyback of the Maryland Education Enterprise Consortium (MEEC) Contract #UMD-972016 – Interim Director/CIO Reno presented this item. One of the IT objectives is to continually evaluate our core IT infrastructure and acquire replacements when equipment reaches end of life or to accommodate additional growth. As part of the current renovation project in Linganore Hall, IT will be replacing switching equipment in order to accommodate the reconfiguration with workspaces and the connectivity to the new data center.

As part of the MEEC contract, Daly provides up to a 47% discount off of list price when MEEC members purchase directly from Daly. The cost of this purchase is \$26,350 and funds are available in the CIP/CSF budget (85-800125-8000300).

Interim Director/CIO Reno recommended approval of the use of the Maryland Education Enterprise Consortium (MEEC) Contract# UMD-972016, with Daly for IT HP Network switches in the amount of \$26,350.

On a motion made by Trustee Fearnow and seconded by Vice Chair Kimberlin, the Board approved the piggyback with Daly 6-0-1, as presented, with Trustee Miller absent.

Approval of Piggyback Contract with Sierra-Cedar for IT Professional Consulting Services – PeopleSoft not to exceed \$103,775; Piggyback of the Maryland Education Enterprise Consortium (MEEC) Contract #91372 – Interim Director/CIO Reno presented this item. The College would like to utilize the consulting services of Sierra-Cedar Inc. to help further develop and automate the transfer evaluation process within our PeopleSoft Campus Solutions application. Our PeopleSoft Campus Solutions application has the capability to store and manage course equivalencies. Using the automated processes within the application, instead of relying on manual processes and spreadsheets, has the potential to affect the enrollment process in a positive way. This setup and functionality in PeopleSoft are part of the transfer credit rules processes. Setting up the transfer credit rules is a complex process, and we seek Sierra-Cedar’s help with this implementation.

This is a request for a Piggyback of the Maryland Education Enterprise Consortium (MEEC) contract #91372 for IT Professional Consulting Services - PeopleSoft, not to exceed \$103,775.00, and funds are available in the CIP budget 85-800050-8000140.

Interim Director/CIO Reno recommended approval of the use of the Maryland Education Enterprise Consortium (MEEC) Contract #91372, with Sierra-Cedar Inc., for IT Professional Consulting Services - PeopleSoft, not to exceed \$103,775.

On a motion made by Trustee Fearnow and seconded by Trustee Barber, the Board approved the piggyback with Sierra-Cedar 6-0-1, as presented, with Trustee Miller absent.

Approval of Piggyback Contract with Audio Video Group for Installation Services of College-provided Equipment in Catoctin Hall in the amount of \$34,909.00 as part of the Audio Video Technology Refresh Plan; Piggyback of the Maryland Education Enterprise Consortium (MEEC) Contract #TU-1901 – Interim Director/CIO Reno presented this item.

This request is for a piggyback with Audio Video Group through the Maryland Education Enterprise Consortium (MEEC). As part of this contract, Audio Video Group provides a negotiated discount on installation services.

The cost of this purchase is \$34,909.00 and funds are available in the Classroom Technology Upgrades budget (85-800004-8000004).

Interim Director/CIO Reno recommended approval of the use of the Maryland Education Enterprise Consortium (MEEC) #TU-1901 with Audio Video Group for installation of audio video equipment provided by the College in the amount of \$34,909.00.

On a motion made by Trustee Luck and seconded by Vice Chair Kimberlin, the Board approved the piggyback with Audio Video Group 6-0-1, as presented, with Trustee Miller absent.

Approval of Sole Source Procurement from PeopleAdmin for PeopleSoft Applicant Tracking Software Renewal in the amount of \$25,969.59 – Director Oliver presented this item. PeopleAdmin is our Applicant Tracking System. It holds all of our hiring data for past applicants and current employees. This software also tracks our diversity and demographic information, posts all of our job openings, and search committees need access for screening. The College has used PeopleAdmin for years, and it would be disruptive, time consuming, and costly to switch to another source.

The proposed award amount of \$25,969.59 for this project is available from IT budget 16-302251-61510.

Director Oliver recommended approval of the sole source procurement from PeopleAdmin for PeopleSoft Applicant Tracking Software Renewal in the amount of \$25,969.59.

On a motion made by Trustee Barber and seconded by Trustee Molesworth, the Board approved the sole source procurement from PeopleAdmin 6-0-1, as presented, with Trustee Miller absent.

Approval of Award Recommendation – RFB #22-OPS-04 Purchase of Two Mini Trucks for Plant Operations to Amperage LLC in the amount of \$35,400 – COO Godwin presented this item. In recent years, the Plant Operations department has been adding to their inventory of electric utility vehicles. We currently do not have enough vehicles to meet the needs of all of our trades and they are forced to share, which is inefficient. Last year we purchased our first electric Pickman mini truck, which was a good test of concept.

Plant Operations would like to add two more electric mini trucks to their fleet. Bids were recently requested for two electric plug in LSV vehicles for use in Plant Operations. The RFB included a request for an add alternate quote for substitution of a 72V/100Ah lithium battery system for the AGM lead acid system. The add alternate is recommended because the lithium batteries perform better in cold weather and do not lose power as the battery discharges.

It is the intent to accept delivery of the mini trucks by June 23, 2022.

A formal request for bids (RFB) was advertised on eMaryland Marketplace Advantage and posted to the College Bid Board on February 24, 2022. A pre-bid conference was not held and no addenda were posted. Sealed bids were due by 10:30 a.m. on March 16, 2022, and a public bid opening followed. One responsive bid was received.

Amperage LLC is the low responsive bidder with a total bid price of \$33,600. The College elected to award the add alternate, resulting in the final price of \$35,400.

Amperage LLC has provided the required information as outlined in the RFB document, and the College has checked references and confirmed pricing by Amperage LLC.

Funds for the proposed award amount of \$35,400 are available from account 15-302160-70350 (Chief of Operations/Equipment over \$2,500).

COO Godwin recommended approval to award of RFB #22-OPS-04 Purchase of Two Mini Trucks for Plant Operations to Amperage LLC for \$35,400.

On a motion made by Trustee Barber and seconded by Trustee Luck, the Board approved the award to Amperage LLC 6-0-1, as presented, with Trustee Miller absent.

Approval of Piggyback Contract with Henley Construction Company Inc. for Construction Services for the STEM Learning Center Renovations (Braddock Hall) in the amount of \$192,000 plus a 10% contingency of \$19,200; Piggyback of the Frederick County Public Schools (FCPS) Contract #RFP 21MISC3 – COO Godwin presented this item.

Capital Planning and Project Management prepared RFB 22-CPPM-04 seeking bids from qualified general contractors for construction services related to the STEM Learning Center Renovations project. Renovations to the Braddock Hall STEM Learning Center are meant to improve the functionality of the existing space by improving the data collection processes, improving access to power for student laptops, accommodating an anticipated increase in tutoring needs, and increasing overall visibility of the STEM Learning Center. The work includes, but is not limited to, the renovation of approximately 1,168 SF in Braddock Hall to combine two adjacent STEM Learning Center rooms on the second floor of Braddock Hall, increasing seating capacity and student computer stations, and creating a new check-in reception desk. Existing non-fixed furnishings will be removed, stored, and relocated by the College for use in the renovated spaces.

Three construction firms were invited to provide bids with the intent to enter into a piggyback contract with the selected offeror, utilizing the Frederick County Public Schools (FCPS) RFP 21 MISC3 for Qualifications of General Contractors for Minor Construction Projects.

Henley Construction Company Inc. was the low responsive bidder with a Total Base Bid price of \$192,000.

The Construction phase is scheduled to start on May 23, 2022, with final completion of the project scheduled for August 12, 2022.

Funds for this project are available in the Systemics/Miscellaneous Renovations CIP budget.

COO Godwin recommended approval of the use of the Frederick County Public Schools (FCPS) Contract #RFP 21MISC3 with Henley Construction Services Inc. for Construction Services for the STEM Learning Center Renovations (Braddock Hall) project in the amount of \$192,000, plus a 10% contingency of \$19,200 to cover any potential unforeseen or hidden conditions, at a total proposed cost of \$211,200.

On a motion made by Trustee Barber and seconded by Trustee Molesworth, the Board approved the piggyback with Henley Construction Services Inc. 6-0-1, as presented, with Trustee Miller absent.

Approval of Piggyback Contract with Hertrich Fleet Services, Inc. to Purchase a New 2021 Ford Escape SE Hybrid AWD Vehicle in the amount of \$29,644; Piggyback of the Howard County, Maryland Contract #4400003197 – COO Godwin presented this item.
In April of 2016, the Board of Trustees approved the purchase of a 2016 Ford F250 4-wheel drive pickup truck for \$30,212, utilizing the State Maryland contract BPO #001B6300314.

The truck was to be used by our Public Safety officers for responding to campus emergencies and conducting security checks throughout the campus. While this vehicle is useful for campus emergencies, inclement weather, and transporting security and safety equipment, it is ineffective as a patrol vehicle or shuttling between the main campus and the Monroe Center. Instead, a smaller hybrid AWD SUV would be more cost effective and provide additional benefits.

We were able to locate an in-stock 2021 Ford Escape SE Hybrid AWD vehicle from Hertrich Fleet Services, Inc. Their price quote includes delivery and is discounted utilizing pricing from their contract #4400003197 with Howard County, Maryland. We also checked several local dealers to compare pricing and none of them had this same make and model in-stock.

Hagerstown Ford had a 2021 (New) Ford Escape SEL SUV for \$32,412 and Lindsay Ford of Wheaton had a 2021 (New) Ford Escape SEL SUV for \$33,463. The SEL model is more expensive and has extra features and luxury that our Public Safety office does not need.

Funds for this purchase are available from account 15-302160-70350 (Chief of Operations/Equipment over \$2,500).

COO Godwin recommended approval of the use of the Howard County, Maryland Contract #4400003197 with Hertrich Fleet Services, Inc. to purchase a new 2021 Ford Escape SE Hybrid AWD Vehicle in the amount of \$29,644.

On a motion made by Trustee Fearnow and seconded by Trustee Barber, the Board approved the piggyback with Hertrich Fleet Services, Inc. 6-0-1, as presented, with Trustee Miller absent.

Approval of Title IX Pregnant and Parenting Accommodations Policy and

Procedures – VP Clark presented this item. In an effort to maintain Title IX compliance, the College is proposing a new policy that was developed to be more uniform with the current Federal Title IX of the Education Amendments of 1972 enacted on May 19, 2020. The U.S. Department of Education requires the College to operate its education program or activity in a nondiscriminatory manner free of discrimination based on sex, including discrimination based on the basis of pregnancy, childbirth, false pregnancy, miscarriage, abortion, or related conditions, including recovery. This also includes all birth parents and non-birth parents. This policy applies to those seeking admission, currently admitted and those students enrolled at the College.

Under the direction of the Vice President for Student Affairs, a cross-functional workgroup was formed in September 2021 to review the Title IX Sexual Harassment Policy and Procedures to ensure the College complies with the May 19, 2020 legislation. At that time, the workgroup discovered that the policy did not address accommodations for pregnant and parenting students.

The workgroup met with the College Senate in October 2021 where Senators were appointed to the workgroup. The first draft of the policy was developed in February 2022. At that time, the workgroup reconvened and held a policy review meeting for the College. Consequently, the policy was reviewed by the College stakeholders. The workgroup received feedback regarding the incorporation of credit and noncredit students, inclusive language of gender identity and expression, and adding appropriate College titles to the policy. In April 2022, the Title IX convener presented the policy to the Cabinet. The Cabinet confirmed support for the policy.

VP Clark recommended approval of the Title IX Pregnant and Parenting Students Accommodations Policy and Procedures.

On a motion made by Trustee Luck and seconded by Vice Chair Kimberlin, the Board approved the Title IX Pregnant and Parenting Students Accommodations Policy and Procedures 6-0-1, as presented, with Trustee Miller absent.

TRUSTEE COMMENTS

There were no Trustee comments.

CLOSED SESSION

At 7:30 p.m., the motion was made by Vice Chair Kimberlin to convene in closed session. The motion was seconded by Trustee Molesworth and approved by the Board 6-0-1, with Trustee Miller absent.

This action was taken in accordance with Maryland’s Open Meetings Act, Section 3-305(b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; Section 3-305(b)(7) to consult with counsel to obtain legal advice; and Section 3-305(b)(13) to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter. Attending in person were: Trustees Tom Lynch, Chair; Carolyn Kimberlin, Vice Chair; Ellis Barber; Gary Fearnow; Theodore Luck; and Dr. John Molesworth. Trustee Dr. April Miller was unable to attend. Also attending in person were Adam Konstas, PK Law, College legal counsel; and Kari Melvin, Recording Secretary.

The Board reviewed closed session minutes from March 9, 2022 pursuant to Section 3-306(c)(3)(ii) of the General Provisions Article of the Maryland Annotated Code.

The Chair called for approval of the March 9, 2022 closed session minutes.

On a motion made by Trustee Fearnow and seconded by Trustee Luck, the Board approved the March 9, 2022 closed session minutes 6-0-1, as presented, with Trustee Miller absent.

The Board discussed the evaluation of President Powell. No action was taken.

The Board discussed the impact of contracted services on the employment of one or more specific individuals. No action was taken.

On a motion made by Trustee Fearnow and seconded by Trustee Barber, the Board approved to adjourn the closed session 6-0-1 at 7:50 p.m., with Trustee Miller absent.

NEXT MEETING

The next regular meeting of the Board will be held on Wednesday, May 25, 2022.

**Dr. Thomas Powell
Secretary/Treasurer**

Prepared by Kari Melvin
Office of the President
Frederick Community College