

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**March 19, 2025
Regular Meeting**

The Board of Trustees of Frederick Community College met in **regular session** on Wednesday, March 19, 2025 in the Conference Center (E126AB). A virtual option to participate was provided. Participating in person were: Trustees Theodore Luck, Chair; Tom Lynch, Vice Chair; Carolyn Kimberlin; Tracey McPherson; Dr. William Reid; and Myrna Whitworth. Former Trustee Dr. John Molesworth's position is currently vacant. Also attending in person were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; and Edmund O'Meally, PK Law, College legal counsel.

Participating virtually was Dr. Daniel Phelan, Consultant.

CALL TO ORDER

The meeting was called to order by Chair Luck at 4:30 p.m.

APPROVAL OF MINUTES

Chair Luck called for approval of the minutes of the February 3, 2025 special meeting.

On a motion made by Vice Chair Lynch, the Board unanimously approved the February 3, 2025 special meeting minutes, as presented.

Chair Luck called for approval of the minutes of the February 19, 2025 regular meeting.

On a motion made by Trustee Kimberlin, the Board unanimously approved the February 19, 2025 regular meeting minutes, as presented.

BOARD & CEO COMMENTS

Chair Luck commented on the recent visit by the Middle States Commission on Higher Education (MSCHE) Self-Study Evaluation Team and expressed appreciation to all involved in the self-study process.

President Cheek echoed Chair Luck's comments and noted the success of the visit based on the Team's oral report. She reported on several sessions she held with College employees after the visit to gather initial reactions and feedback about the self-study process, takeaways from the oral report, and the challenges and opportunities that lie ahead. President Cheek then shared she will be providing testimony in support of FCC's FY26 budget request at the County Executive's Hearing this evening after the Board meeting.

CONSENT AGENDA

There were no items.

INFORMATION/DISCUSSION ITEMS

Ownership Linkage – Dr. Phelan provided a primer on the six purposes of an ownership linkage engagement and answered questions from Trustees. Chair Luck then shared the results of the survey for the Board's bank of questions to pull from for ownership linkage engagements. Trustees were asked to submit the top three organizations they feel should be included in the Ownership Linkage Plan for FY26. The Board will discuss this list to narrow it down to four organizations at the next meeting, as well as how to structure the engagements.

MONITORING CEO PERFORMANCE:

Review of Draft Interpretation of EL-3 Communication & Support to the Board –

The Board reviewed this interpretation. There were no comments.

Review of Draft Interpretation of E-1 Ends – The Board reviewed this interpretation. Trustees provided comments and asked clarifying questions on items 1.1, 1.3, and 2.3.

MONITORING BOARD PERFORMANCE:

Board Policy Survey Review: GP-0 Global Governance Commitment – Chair Luck reported on the results of this survey.

Board Policy Survey Review: GP-8 Governing Style – Chair Luck reported on the results of this survey.

Board Policy Survey Review: BCD-6 President Compensation – Chair Luck reported on the results of this survey.

Board Policy Review: GP-4 Board Job Contributions – The Board reviewed this policy for currency. There were no suggested revisions.

Board Policy Review: GP-1 Role of the Board Chair – The Board reviewed this policy for currency. There were no suggested revisions.

Board Policy Review: GP-2 Role of the Vice Chair – The Board reviewed this policy for currency. There were no suggested revisions.

ACTION ITEMS

MONITORING CEO PERFORMANCE:

Approval of Interpretation for EL-8 Access to Education – The Board considered this interpretation, which was reviewed at the meeting last month.

On a motion made by Trustee Kimberlin, the Board unanimously approved the Interpretation for EL-8 Access to Education, as presented.

Approval of Interpretation for EL-11 Compensation and Benefits – The Board considered this interpretation, which was reviewed at the meeting last month.

On a motion made by Trustee Reid, the Board unanimously approved the Interpretation for EL-11 Compensation and Benefits, as presented.

Acceptance of Baseline Insight Report for EL-0 General Executive Constraint – Chair Luck provided a reminder that the Board agreed to receive baseline insight reports in lieu of monitoring reports as part of the transition to full deployment of the Policy Governance® Model. Areas of compliance will be expected to be maintained and areas of non-compliance will be expected to be addressed prior to the submission of the formal monitoring report next year. President Cheek reported full compliance.

On a motion made by Trustee Whitworth, the Board unanimously approved to accept the Baseline Insight Report for EL-0 General Executive Constraint, as presented.

Acceptance of Baseline Insight Report for EL-5 Organization Culture – President Cheek reported full compliance with the exception of item 2.b.

On a motion made by Trustee Reid, the Board unanimously approved to accept the Baseline Insight Report for EL-5 Organization Culture, as presented.

MEETING CONTENT REVIEW

Chair Luck led a discussion for the consideration of areas for meeting content improvement and the effectiveness of the meeting as it adheres to the principles of Policy Governance®. Vice Chair Lynch expressed appreciation for the discussion led by Dr. Phelan on ownership linkage. Chair Luck encouraged Trustees to read a recent article regarding Policy Governance® in *Trustee Quarterly*.

CLOSED SESSION

At 5:50 p.m., the motion was made by Vice Chair Lynch to convene in closed session and unanimously approved by the Board.

This action was taken in accordance with Maryland's Open Meetings Act, Section 3-305(b)(7) to consult with counsel to obtain legal advice; Section 3-305(b)(9) to conduct collective bargaining negotiations or consider matters that relate to the negotiations; 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.

The Board convened in closed session in the Conference Center (E126AB) on March 19, 2025. A virtual option to participate was provided. Attending in person were: Trustees Theodore Luck, Chair; Tom Lynch, Vice Chair; Carolyn Kimberlin; Tracey McPherson; Dr. William Reid; and Myrna Whitworth. Former Trustee Dr. John Molesworth's position is currently vacant. Also attending in person were President Dr. Annesa Payne Cheek, Secretary/Treasurer of the Board; Avis Boyd, Chief of Staff to the President; Dr. Bridgette Cofield, Vice President (VP) for Talent and Culture; Dr. Anne Davis, Provost and VP for

Teaching, Learning and Student Success; Scott McVicker, Chief Financial Officer (CFO) and VP for Administration; Edmund O’Meally, PK Law, College legal counsel; and Kari Melvin, Recording Secretary.

Participating virtually was Pamela Murphy, Labor Relations Specialist.

The Board reviewed closed session minutes from February 3, 2025 and February 19, 2025.

On a motion made by Trustee Kimberlin, the Board unanimously approved the February 3, 2025 and February 19, 2025 closed session minutes, as presented.

The Board obtained legal advice on matters related to collective bargaining strategy and potential positions. No action was taken.

The meeting adjourned at 6:17 p.m.

NEXT MEETING

The next regular meeting of the Board will be held on Wednesday, April 23, 2025.

Dr. Annesa Payne Cheek
Secretary/Treasurer

Prepared by Kari Melvin
Office of the President
Frederick Community College