BOARD OF TRUSTEES
MINUTES

DATE: June 18, 2026, 3:30 p.m.
PLACE: Regional Hughesville Campus HS 106
PRESIDING CHAIR: **Christy Lombardi**

TRUSTEES PRESENT:
Kee Abell – via zoom
Cathy Allen
Shawn Coates – via zoom
Cordelia Postell- via zoom
Celeste Alexander-Frye – via zoom
Yolanda Wilson, President

TRUSTEES ABSENT:
Sonja Cox, Chair
Pamela Cousins
Diane Sandoval

I. CALL TO ORDER
The meeting was called to order at 3:30 p.m. by Christy Lombardi, Board Vice- Chair.

II. QUORUM ESTABLISHMENT
The board secretary confirmed the presence of a quorum.

III. APPROVAL OF MINUTES
The minutes of May 21, 2026, Board of Trustees meeting minutes were reviewed.
Trustee Allen made a motion to approve the May 21, 2026, meeting minutes.
Trustee Abell seconded the motion
- **All were in favor; Motion Passed**

IV. APPROVAL OF AGENDA
The agenda for the June 18, 2026, board meeting was reviewed and approved as presented.
Trustee Allen made a motion to approve the June 18, 2026, agenda.
Trustee Coates seconded the motion
- **All were in favor; Motion Passed**

V. STRATEGIC PLAN – ADULT LEARNERS
Molly O'Keefe, Associate Vice President of Strategy & Avis McMillon, Associate Vice President of Marketing, Communications & PIO presented the Strategic Plan Milestone 1.2.3 Adult Learners.

VI. AUDIT COMMITTEE REPORT
Audit Committee Chair, Christy Lombardi, presented the Audit Committee Report

VII. MONTHLY FINANCIAL REPORT
Patrick Shirdon, Vice President of the Division of Financial Services presented the Monthly Financial Report.

VIII. FY27 OPERATING BUDGET
Patrick Shirdon, Vice President of the Division of Financial Services, presented the following for board approval:

Credit Tuition rates, effective for the Fall 2026 semester

- In-County $140.00/credit hour (no increase)
- Out-of-County $245.00/credit hour (no increase)
- Out-of-State $335.00/credit hour (no increase)

2% market adjustment to salaries for all fully benefited staff effective July 1, 2026; the increase will apply to employees on staff as of January 1, 2026.

2% salary increase for all fully benefited faculty effective for the Fall 2026 semester; 2% rate increase for adjuncts effective for the Fall 2026 semester; the increase will apply to employees on staff as of January 1, 2026.

Compensation budget of $450,000 for the implementation of salary adjustments for benefited staff effective July 1, 2026, resulting from the compensation study conducted by Evergreen Solutions.

$1m budget from the fund balance for operating flexibility.

Fiscal Year 2027 operating budget including acknowledgement of the letters of support provided by Charles County and St Mary's County.

Trustee Postell made a motion to approve the FY27 Operating Budget.

Trustee Allen seconded the motion

- ➢ **All were in favor; Motion Passed**

IX. DOL PROMOTIONS

Dr. Bernice Brezina, Vice President of the Division of Learning, presented a request for Board approval of fourteen faculty members who were eligible for promotion:

1. Associate Professor - to Professor Christopher Gransberry, School of Health Sciences
2. Associate Professor - to Professor Petita Rentz, School of Health Sciences
3. Assistant Professor – to Associate Professor, Melissa King, School of Health Sciences
4. Associate Professor – to Professor, AnnMarie Saunders, School of Liberal Arts
5. Associate Professor - to Professor, Tamara Gibbs- Franklin, School of Liberal Arts
6. Associate Professor - to Professor, Christine Schuette, School of Liberal Arts
7. Assistant Professor – to Associate Professor, Kandace Foreman, School of Stem & Professional Studies
8. Assistant Professor – to Associate Professor, Jeffrey Hunt, School of Stem & Professional Studies
9. Assistant Professor – to Associate Professor, Stephen Simeone, School of Stem & Professional Studies
10. Assistant Professor – to Associate Professor, Judith Horne, School of Stem & Professional Studies
11. Associate Professor – to Professor, Ann Stine, School of Stem & Professional Studies
12. Associate Professor – to Professor, Amos Dike, School of Stem & Professional Studies
13. Associate Professor – to Professor, Rachel Bateman, School of Stem & Professional Studies

14. Associate Professor – to Professor, Carmen Cantemir-Stone, School of Stem & Professional Studies

Trustee Allen made a motion to approve the promotion of Associate Professor **Christopher Gransberry** of the School of Health Sciences **to Professor**.

Trustee Postell seconded the motion
- ➢ All were in favor; Motion Passed

Trustee Postell made a motion to approve the promotion of Associate Professor **Petita Rentz** of the School of Health Sciences **to Professor**.

Trustee Allen seconded the motion
- ➢ All were in favor; Motion Passed

Trustee Postell made a motion to approve the promotion of Assistant Professor **Melissa King** of the School of Health Sciences **to Associate Professor**.

Trustee Abell seconded the motion
- ➢ All were in favor; Motion Passed

Trustee Postell made a motion to approve the promotion of Associate Professor **AnnMarie Saunders** of the School of Liberal Arts **to Professor**.

Trustee Alexander- Frye seconded the motion
- ➢ All were in favor; Motion Passed

Trustee Allen made a motion to approve the promotion of Associate Professor **Tamara Gibbs-Franklin** of the School of Liberal Arts **to Professor**.

Trustee Postell seconded the motion
- ➢ All were in favor; Motion Passed

Trustee Coates made a motion to approve the promotion of Associate Professor **Christine Schuette** of the School of Liberal Arts **to Professor**.

Trustee Postell seconded the motion
- ➢ All were in favor; Motion Passed

Trustee Abell made a motion to approve the promotion of Assistant Professor **Kandace Foreman** of the School of Stem & Professional Studies **to Associate Professor**.

Trustee Postell seconded the motion
- ➢ All were in favor; Motion Passed

Trustee Allen made a motion to approve the promotion of Associate Professor **Jeffrey Hunt** of the School of Stem & Professional Studies **to Professor**.

Trustee Abell seconded the motion
- All were in favor; Motion Passed

Trustee Postell made a motion to approve the promotion of Associate Professor **Stephen Simeone** of the School of Stem & Professional Studies **to Professor**.

Trustee Coates seconded the motion
- All were in favor; Motion Passed

Trustee Abell made a motion to approve the promotion of Assistant Professor **Judith Horn** of the School of Stem & Professional Studies **to Associate Professor**.

Trustee Alexander- Frye seconded the motion
- All were in favor; Motion Passed

Trustee Abell made a motion to approve the promotion of Associate Professor **Anne Stine** of the School of Stem & Professional Studies **to Professor**.

Trustee Postell seconded the motion
- All were in favor; Motion Passed

Trustee Alexander-Frye made a motion to approve the promotion of Assistant Professor **Amos Dike** of the School of Stem & Professional Studies **to Associate Professor**.

Trustee Postell seconded the motion
- All were in favor; Motion Passed

Trustee Allen made a motion to approve the promotion of Associate Professor **Rachel Bateman** of the School of Stem & Professional Studies **to Professor**.

Trustee Postell seconded the motion
- All were in favor; Motion Passed

Trustee Abell made a motion to approve the promotion of Associate Professor **Carmen Cantemir-Stone** of the School of Stem & Professional Studies **to Professor**.

Trustee Postell seconded the motion
- All were in favor; Motion Passed

X. BLACKBOX UNIFY OPENSCAPE SOLE SOURCE CONTRACT/MODERN CAMPUS LIFELONG LEARNING WORKFORCE (LLW&C)

Stacie Aubel, Coordinator IMT Business Operations, presented two (2) requests for board approval.

1. Approval of a Sole Source contract with Blackbox in the amount of $76,727.38 to upgrade the Unify OpenScape Phone Voice software application to the latest versions.

2. Approval of a 2-year Sole Source contract renewal with Modern Campus Lifelong Learning Workforce & Community (LL W&C) Saas Solutions in the amount of $193,208.40.

Trustee Allen made a motion to approve a Sole Source contract with Blackbox in the amount of $76,727.38 to upgrade the Unify OpenScape Phone Voice software application to the latest versions.

Trustee Alexander-Frye seconded the motion

- **All were in favor; Motion Passed**

Trustee Coates made a motion to approve the 2-year Sole Source contract renewal with Modern Campus for the Lifelong Learning Workforce & Community (LLL W&C) SaaS Solutions in the amount of $193,208.40.

Trustee Abell seconded the motion.

- **All were in favor; Motion Passed**

XI. PRESIDENTS REPORT

Dr. Wilson, CSM President: shared the following updates:

- NISOD
- Equity in Education/Dr. Murphy visit
- Naturefest
- Ribbon Cutting – LR Building
- TPP – Patuxent Partnership Dinner
- AAWCC in Seattle
- Meeting with Asst Secretary Henry Mack – Registered Apprenticeship

XII. VICE CHAIRS REPORT

Christy Lombardi - Board Vice Chair: shared the following:

- No Board meeting in August
- 7/16 Board Retreat 8:30a – 3:30p

ADJOURNMENT

There being no further business, Trustee Alexander-Frye motioned to adjourn the meeting. With the motion seconded by Trustee Postell, all were in favor; Motion Passed and the meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Christy Lombardi

Christy Lombardi, Board Vice Chair

Yolanda S Wilson

Yolanda Wilson, Ed. D, President