

**Board of Trustees Meeting Minutes**  
**May 14, 2026**  
**12:30 p.m., MTC 102/Boardroom**

The Board of Trustees of Wor-Wic Community College held a regular meeting on April 16, 2026. Board Chair Morgan Hazel presided.

PRESIDENT

Dr. Deborah Casey

TRUSTEES

Chair Morgan Hazel  
Vice Chair Anna Newton  
Mr. Russell Blake  
Mrs. Kim Gillis  
Mr. Marty Neat  
Ms. Lorraine Purnell-Ayres  
Mr. Bill Turner

VICE PRESIDENTS

Dr. Michael Hutmaker  
Dr. Deirdra Johnson  
Mrs. Jennifer Sandt  
Dr. Karie Solembrino

ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCES

Ms. Karen Berkheimer

EXECUTIVE DIRECTOR OF THE FOUNDATION AND DEVELOPMENT

Ms. Stefanie Rider

CHIEF INFORMATION OFFICER

Mr. Ayman Idress

EXECUTIVE ASSISTANT TO THE PRESIDENT

Ms. Katrina Terrell

PRESIDENT, WORCESTER COUNTY COMMISSIONERS, LIAISON

Mr. Chip Bertino

WICOMICO COUNTY EXECUTIVE, LIAISON

Ms. Julie Giordano - absent

ATTENDEES

Dr. Charles Dolan, Dr. Kelly Carey

ROLL CALL

Ms. Katrina Terrell took roll and recorded minutes.

BOARD OF TRUSTEES

Russell W. Blake

Kimberly C. Gillis

Morgan Hazel

Martin T. Neat

Anna G. Newton

Lorraine Purnell-Ayres

Bill Turner

PRESIDENT

Deborah Casey, Ph.D.

## CELEBRATING SUCCESS

Dr. Solembrino introduced Dr. Kelly Carey to celebrate the success of her doctoral degree. Dr. Carey gave a brief synopsis of her thesis on truck driving. A qualitative study was conducted involving truck drivers to examine factors influencing their intentions to leave the profession. The study utilized a novel approach by directly engaging truck drivers to gather their perspectives and experiences, marking the first time drivers themselves were asked these questions in this manner. The study also included interactions with leadership personnel. Findings indicated that the majority of resignations were attributed to issues related to dispatchers, with communication challenges identified as a primary contributing factor.

Dr. Carey was provided with accolades as an avid, brilliant and highly effective leader whose expertise and contributions were noted as exceptional. Wor-Wic is fortunate to benefit from her knowledge and leadership.

Dr. Hutmaker, in his absence, introduced Dr. Jason Capobianco, who is the Esports Director. Dr. Capobianco is also being celebrated for completing his doctoral degree. His thesis involved onboarding initiatives for special education, as well as providing professional development opportunities and support services.

Dr. Casey provided recognition to many faculty members who have earned doctoral degrees, highlighting the institution's continued commitment to supporting faculty achievement and professional advancement. Congratulations were extended in acknowledgment of their & Dr. Carey's accomplishments and dedication.

Dr. Casey introduced the newest member to the trustee board, who will replace Morgan Hazel at the end of his term June 30, 2026, Dr. Charles Dolan. Dr. Dolan is Vice President of Clinical Operations at TidalHealth Peninsula Regional. Dr. Dolan holds two doctoral degrees, was an adjunct professor and paramedic.

## REPORT ON COMMITTEE

Morgan Hazel reported the following...

A committee was established to review the Vice Chair position, with Anna becoming Chair beginning in July. The committee, consisting of Russ Blake and Marty Neat, will present its report at the June meeting, at which time a vote will be conducted.

### *Evaluations for President and Board*

Dr. Casey reported that electronic materials will be distributed on May 15, with the completion period extending through June 1. The End-of-Year (EOY) report (provided today) and monthly presidential reports will serve as guidance throughout the process. Appreciation was extended to the Vice Presidents and the Executive Assistant for their contributions and support. A summary of the full year will also be distributed electronically.

Board members were asked to complete the survey between now and June 1. While individual survey responses will remain confidential and will not be shared, information regarding survey completion status will be provided. Survey results will be submitted to Morgan.

## STUDENT SUCCESS REFORMS

### **Student Success Reform 1: Transfer**

### **Student Success Reform 2: Dual Enrollment**

### **Student Success Reform 3: Workforce Pathways**

Dr. Johnson reported continued progress with Career and Technical Education (CTE) programs across the three counties. In Somerset County, discussions have focused on opportunities to better utilize the TAWES Center, which is currently underused. One proposed initiative is the development of twilight courses that would serve both students and community members. For example, students enrolled in welding courses during the day could have the opportunity to take construction-related courses in the evening, providing greater versatility and expanded workforce training opportunities. Dr. Johnson expressed hope that a pilot program could be launched in the fall, although additional planning and development are still needed. She also noted ongoing discussions regarding transportation and the potential to offer credit-bearing courses to further enhance access for students.

In Worcester County, Dr. Hall and Joe Roche are working to implement twilight welding courses that will be available to both community members and students. Plans are also underway to offer a Marine Mechanics program as a year-long course due to the required number of instructional hours. Staff members have expressed confidence in their ability to successfully launch and sustain the program. Current projections indicate an anticipated enrollment of approximately 30 students.

In Wicomico County, Dr. Johnson participated in the first-ever Career and Technical Education (CTE) Graduation Ceremony alongside the Maryland State Department of Education (MSDE) Credentialing Coordinator, Pamela Clay, and Brian Ashby. The event recognized the achievements of 245 graduating CTE students. Dr. Johnson also acknowledged the support of Michael Hutmaker and his team, who assisted in preparing swag bags for the graduates. During the ceremony, students were asked about their postsecondary plans, and approximately 70% indicated by a show of hands that they intended to attend Wor-Wic Community College. Dr. Johnson emphasized the importance of maintaining engagement with these students and expressed enthusiasm about the strong interest they demonstrated in continuing their education at Wor-Wic.

Dr. Johnson reported that work is ongoing to finalize a Memorandum of Understanding (MOU) with Worcester Technical High School. Under the proposed arrangement, Wor-Wic Community College would purchase the necessary supplies and have them delivered directly to the school's location to support program operations. Enrollment opportunities would be offered to high school students first, with any remaining openings made available to community members. The primary goal is to maximize participation and ensure all available training spaces are filled.

Dr. Johnson reported on a meeting held in Pocomoke that she and Dr. Casey attended where the Pocomoke community has expressed interest in expanding workforce training opportunities, including programs such as welding and Commercial Driver's License (CDL) training. The initial focus will be on programs that are easier to implement and relocate, while also identifying and utilizing available community locations for instruction. She noted that these efforts present a significant opportunity for expansion of the College's workforce development offerings.

Program planning is being approached thoughtfully, with an emphasis on offering training that is cost-effective for students and leads to strong employment opportunities upon completion. Dr. Johnson emphasized the importance of balancing community workforce needs with the College's available resources and capacity. One of the primary challenges identified is recruiting qualified instructors. Faculty credential requirements, combined with the travel demands associated with teaching in more remote communities, can make staffing these programs difficult.

Dr. Johnson also shared an example of community engagement led by the mayor, who posted a photograph of Wor-Wic and Pocomoke officials in front of a local government building and asked residents what programs or services they would like to see offered there from Wor-Wic. The post generated more than 200 responses, demonstrating strong community interest and providing valuable feedback regarding local workforce and educational needs.

#### **Student Success Reform 4: Shortened Academic Terms**

##### PRESIDENT'S REPORT

Dr. Casey reported the following...

The College has completed its strategic plan a year early and will prepare an end-of-year report summarizing outcomes and progress over that period. In the fall, work will begin on a new three-year strategic plan covering 2027–2029, shifting from the previous five-year cycle. The new plan will be structured around three major goals, including enrollment growth, with an initial benchmark of 7,400 students, current enrollment at approximately 8,400, and a target goal of 10,000 students.

The College continues to see an increase in FTE, with approximately 84% of students enrolled part-time. The institution was identified as having the highest proportion of part-time students among community colleges, which highlights both a strength and an area for continued focus. Additional efforts are needed to increase full-time enrollment and ensure students are not overextending financial aid resources. The College is also exploring an “ASAP to College” model, identified as a best practice from New York, to support student momentum and completion.

Dr. Casey highlighted all the great work that has been done over the last year which is documented in the EOY report presented to the board today.

A new grant and funding opportunity was discussed that would support faculty exchange between India and Wor-Wic, allowing faculty to both host international colleagues and travel abroad. This initiative is associated with the National Trustee Association and is intended to expand global academic collaboration.

Additionally, Dr. Casey shared an update regarding an international partnership with the University of Normandy. The College was contacted approximately three weeks ago regarding a program focused on research related to port cities and sustainability. The opportunity is offered at no cost for students, aside from travel expenses. A total of 22 students applied, which was narrowed down to five finalists, and ultimately two students were selected to participate. These students will travel to Normandy on June 15th. This reflects continued growth in the College's global education opportunities and international engagement.

The college continues to have ongoing partnerships with Salisbury University (SU) and the University of Maryland Eastern Shore (UMES), including continued participation in the SU Maryland Transfer Project, which allows students to transfer and enter as juniors. These collaborations were noted as important pathways to support seamless transfer opportunities for students.

Dr. Casey gave a shoutout to the Business Office and Jen's team achieved a clean audit, reflecting strong fiscal management and effective internal controls across the institution. In addition, recognition to Stefanie and the Foundation for all their support to the college this year.

The college completed its first full year of representation under the union, which was described as a great success. Appreciation was expressed for the collaborative partnership between Alketa and Mel Reddish in supporting this work. Progress made over the year and extended thanks for the guidance and direction provided throughout the process.

Dr. Casey thanked the current board members that have completed one on ones – and for those who have not they can be completed virtually or in person.

The annual board retreat has been scheduled for August 24th, from 10:00 a.m. to 4:00 p.m. One risk management presentation will be included as part of the Board retreat agenda, focusing on two topic areas. Board members were encouraged to consider areas of interest and include them in their self-report submissions to help inform the presentation content. Appreciation was also expressed to those who attended commencement, with recognition of the significant effort and teamwork that contributed to the success of the event.

A ribbon cutting ceremony is scheduled for May 28 at 4:00 p.m. at the ORGC. Board members were encouraged to review their schedules to determine availability to attend.

Dr. Hutmaker reported that, after 51 years, the College has officially received approval to establish athletics, which has been met with very positive feedback. Competitive athletic activities are now in the works. Men's and women's golf and cross-country programs are scheduled to launch in Fall 2027. In the interim, the College is working collaboratively with the counties to utilize and extend access to existing facilities until on-campus athletic spaces are fully developed. Efforts are also underway to coordinate field usage to support program needs. The initiative was highlighted under the renewed athletic branding, "Fear the Fin."

## REPORTS TO THE BOARD

### TREASURERS REPORT

Tuition and fee revenue received is approximately \$500,000 lower than the prior year at this time, primarily due to timing of payments and courses. Summer/Fall registration began in early April. Total revenues to date are more than \$1.0 million higher than last March and represent 86% of budgeted FY 2026 revenues, primarily due to state and county appropriations.

Expenses to date are approximately \$1.3 million higher than the prior year, with an additional \$841,000 in open encumbrances (approved purchase orders not yet paid). The college is executing planned year-end purchases, including supplies and equipment, AV technology upgrades, and laptop replacements. Total expenditures are 68% of budgeted FY 2026 expenditures.

### Award Recommendation – Banking Services

On February 13, 2026, proposals were requested for a 5-year banking services contract, with the option to renew for an additional 5-years. The Request for Proposals was advertised on eMaryland Marketplace and the college's website. It was also sent directly to ten banks with locations near the campus. A branch location in the college's service area of the three lower counties was a requirement to meet the needs of students who do not have their own bank account and need to cash financial aid refund checks.

On March 13, 2026, I received five proposals. One was disqualified because it was a financial advising consultant, not a bank. The RFP evaluation committee scored the remaining four proposals and then invited all four banks for oral presentations on April 8-10, 2026. After scoring the oral presentations, I requested pricing from all four banks. Below is a summary of the annual price quotes.

Link Bank, formerly named Bank of Delmarva, has been the college's banking provider for 16 years. The RFP evaluation committee is confident in their abilities and process controls. Link Bank is in the process of merging with Burke & Herbert Bank, which has committed to honoring this contract.

Firm	Price
Link Bank	\$0.00
Taylor Bank	\$12,180.20
Hebron Savings Bank	\$13,670.00
M&T Bank	\$14,490.00

A technology-related issue that occurred in November was attributed to a third-party vendor. Representatives from Link met directly with College personnel to address the situation, offering a formal apology and providing direct contact information to ensure prompt resolution of any future concerns. Link also agreed to assume responsibility for any fees incurred by employees as a result of the issue. Only two employees were affected, and the bank promptly delivered reimbursement checks directly to the College. Administration noted that Link was highly responsive and accommodating throughout the process.

Sole Source Recommendation Ellucian Elevate Maintenance & Support

Mrs. Jen Sandt presented:

The information technology department has requested that we renew our agreement for Ellucian Elevate maintenance and support. Attached is the sole source justification form. Because Ellucian will be transitioning to a new product called Journey, they will only offer a one-year agreement. The fee for fiscal year 2027 is \$52,117.

PURCHASES GREATER THAN \$50,000

Ms. Jennifer Sandt presented the below...

Date	Vendor	Item	Order Total	Cooperative / Contract Used	PO#
4/13/2025	Visual Sound	GH and BI classroom audio visual upgrades	\$ 104,672.07	A	448522
4/13/2025	Visual Sound	FOH classroom audio visual upgrades	\$ 78,805.02	A	448521

STUDENT SUCCESS POLICY

Dr. Casey presented the first draft of the proposed Student Success Policy and encouraged Board members to review the document in advance of future discussions. She noted that the leadership team will continue refining the policy, with the goal of presenting a final draft for consideration at the June meeting. Dr. Casey emphasized that the policy is intended to be a Board-level policy that establishes the College's commitment to student success at a high level. Once adopted, the College will be responsible for operationalizing the policy through its programs, services, and day-to-day practices. Board members were encouraged to review the draft and provide any suggestions, feedback, or additional considerations to Dr. Casey prior to the next meeting.

Bill spoke on how from the Aspen Model – this is a great source to have.

FY27 Endowment Expenditure

Mrs. Stefanie Rider reported the following:

In April, the Senior Director of Finance calculates the amount available for expenditure from the Foundation's large endowments based on financial statements as of March 31.

The Executive Leadership Team reviews institutional priorities and determines recommended allocations, ensuring alignment with the college's unmet needs and the intended purpose of the funds.

These recommendations were presented for consideration to the full Board during the April

meeting. The Foundation Board voted and approved the FY27 expenditure of income generated from the Foundation's large endowments on April 27, 2026

FY27 Endowment Expenditure Recommendations Approved by Foundation Board of Directors on April 27, 2026		\$780,791.00
<b>General Endowment:</b>		\$480,000.00
1. \$275,000 Credit Scholarship	<ul style="list-style-type: none"> <li>\$134,000 for unrestricted credit scholarships</li> <li>\$1,000.00 Delegate Charles J. Otto scholarship (approved 10.27.2025 by Foundation)</li> <li>\$10,000 to nursing scholarships</li> <li>\$30,000 for near completor scholarships</li> <li>\$100,000 ASAP scholarships (approved 08.12.2025 by Foundation)</li> </ul>	
2. \$155,000 CE/WD Scholarships	<ul style="list-style-type: none"> <li>\$150,000 CE career starter / workforce scholarships</li> <li>\$5,000 CE Books</li> </ul>	
3. \$50,000 Emergency Assistance		
<b>Nursing:</b>		\$9,000.00
	<ul style="list-style-type: none"> <li>The recommendation is to take all available which is \$9,000.00 from the endowment</li> </ul>	
<b>Child Development:</b>		\$221,091.00
	<ul style="list-style-type: none"> <li>The recommendation is to fund \$221,091 which was requested to cover the FY27 Child Development Budget.</li> </ul>	
<b>Food for Students:</b>		\$10,700
	<ul style="list-style-type: none"> <li>The recommendation is to take all that is available to spend from the endowment.</li> </ul>	
<b>Henson Fund for Tomorrow:</b>		\$60,000
	<ul style="list-style-type: none"> <li>\$50,000 Emergency Assistance</li> <li>\$10,000 Campus Food Pantry</li> <li>Carryover as of 3/31/26: \$572,524</li> </ul>	
<b>Technology (College):</b>		TBD
	<ul style="list-style-type: none"> <li>\$232,000 is available without touching carryover</li> <li>Carryover as of 3/31/26: \$1,790,494</li> </ul>	

Stefanie shared that she recently welcomed a visit from the grandson of the Kennerly family, whose family-owned canning business was based in Nanticoke and whose generous gift established a trust benefiting the College. The grandson is a musical prodigy who was accepted to the prestigious Juilliard School at the age of eight. He toured the campus and learned more about the College's mission and impact. The visit was highly positive, and Stefanie expressed hope that it would lead to a continued relationship with the family. The family indicated an interest in returning to campus in the future, and Dr. Casey extended an invitation for him to possibly perform at the opening of the Student Success Building.

Stefanie noted that the Kennerly family strongly believed in growth within communities and deeply valued the role of community colleges and skilled trades in creating educational and economic opportunities. Their continued interest in the College reflects a shared commitment to student success, workforce development, and community advancement.

## STANDING REPORTS

### ENROLLMENT REPORT

Dr. Michael Hutmaker shared the enrollment report listed below as of May 14, 2026

	FY26 FTE goal	Spring FTE projection	Spring 2026	Running (Fall25*+Spr26) Total	total % of FY26 FTE goal
<b>Credit Students</b>					
Credit FTE Total	1550.00	650	733.67	1481.34	95.57%
<b>CEWD (July 1 to April 30)</b>					
CEWD FTE	450.00			374.12	83.14%
ESCJA FTE	180.00			140.67	78.15%
ABE FTE	125.00			147.77	118.22%
Total CEWD FTE	755.00			662.56	87.76%
<b>Total FTE</b>	<b>2305.00</b>			<b>2143.90</b>	<b>93.01%</b>

\*Fall Credit FTE frozen - 747.67

<b>Enrollment 2025-2026 (Headcount)</b>			
Credit Students	Spring 2026	Fall 2025 FTE frozen	Running Total Registered students (Fall 25 + Spr 26)
Credit Headcount	3017	3029	6046
Wicomico = 56%; Worcester = 25%; Somerset = 8%; Other = 11%			
<b>CEWD (July 1 to April 30)</b>			
CEWD Headcount			3846
ESCJA Headcount			1544
ABE Headcount			1488
Total CEWD headcount			6878
<b>Total headcount*#</b>			<b>12,924</b>
<b>Dual Enrollment</b>			
	<b>Spring 2026</b>	<b>Spring 2025</b>	
Spring Credit Headcount	734	607	
Notes: Dual Enrollment is 24.7% of credit student headcount. Dual Enrollment breakdown = Wicomico = 53%; Worcester = 40%; Somerset = 7%			

Summer 2026 as of May 4, 2026

<b>Enrollment 2025-2026 (FTE)</b>					
Credit Students	FY26 FTE goal	Running (Fall25*+Spr26) Total	Summer 2026*	Running Total (Fall25*+Spr26+Summer26)	% FY26 FTE goal
Credit FTE Total	1550	1481.34	183.40	1664.74	107.4%
<b>Enrollment 2025-2026 (Headcount)</b>					
Credit Students	Summer 2026	Summer 2025	% (+/-) of Spring 2025 Frozen	Running Total (Fall25*+Spr26+Summer26)	
Credit Headcount	990*	966	2.5%	13,914	

\* Summer enrollment is still in progress for credit students and CEWD May-June courses.

Dr. Solebrino worked closely with faculty to expand course offerings for the summer session, with a significant number of classes delivered online. This effort was highlighted as a strong example of collaboration and partnership across academic departments, supporting increased access and flexibility for students.

#### APPROVAL OF MINUTES

A motion was made to approve the April 15, 2026, meeting minutes by Mr. Bill Turner and seconded by Mrs. Kim Gillis. The motion passed unanimously.

#### BOARD OF TRUSTEES ACTION ITEMS REQUEST FOR APPROVAL

1. Treasurer's Report
2. Sole Source Recommendation – Ellucian Elevate Maintenance Support

Ms. Kim Gillis made a motion to approve the board action items, with Mrs. Anna Newton seconding the motion. The Board of Trustees unanimously approved all meeting action items.

\*A separate vote was conducted regarding the award recommendation for banking services.

Mrs. Anna Newton, Mr. Bill Turner, and Mr. Marty Neat abstained from the vote.

Mr. Russ Blake made a motion to accept the award recommendation, which was seconded by Mrs. Kim Gillis, and the motion carried.

Mr. Russ Blake, Mrs. Kim Gillis, Ms. Lorraine Ayres-Purnell, and Mr. Morgan Hazel voted in favor of the recommendation. The motion passed unanimously.

#### TRUSTEES ANNOUNCEMENTS

Mrs. Kim Gillis noted that the commencement ceremony was very well executed and received positively. The event reflected a strong sense of community and an engaging, celebratory culture, which was clearly felt by those in attendance. The other members agreed.

#### OTHER BUSINESS/PUBLIC COMMENT

**The President's and Board Self Assessments will arrive electronically on May 15, 2026. The assessments are due by June 1, 2026.**

**The Annual Board Retreat will be held on Monday August 24, 2026. More details to follow.**

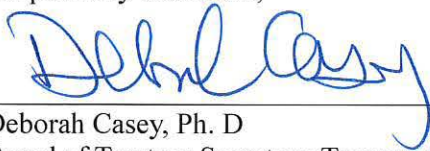
**Retiree Reception will take place in the Shockley Hall Lobby following today's board meeting. During the Retiree Reception, Mr. Morgan Hazel will be honored for his tenure as Board Chair.**

**The June board meeting will take place on June 11, 2026, at 12:30 p.m. in MTC 102 Boardroom.**

#### ADJOURNMENT

Ms. Kim Gillis made a motion to adjourn the meeting at 1:55PM and was seconded by Ms. Lorraine Purnell. The motion passed unanimously.

Respectfully submitted,



Deborah Casey, Ph. D  
Board of Trustees Secretary-Treasurer

Accepted



Morgan Hazel, Board Chair