

WESTMORELAND COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
May 22, 2024

MINUTES

The Board of Trustees of Westmoreland County Community College held a scheduled Board meeting on Wednesday, May 22, 2024 at the Student Achievement Center, Youngwood, PA and also via video conference. Attendance was taken following the Pledge of Allegiance. With a quorum present, Dr. William H. Kerr, Chair called the meeting to order at 5:30 pm.

Present:

Tyler Baum  
Julie Benson  
Tom Ceraso  
Ashley Frederick  
Christina Gongaware  
Bridget Johnston  
Larry J. Larese  
Shujuane Martin  
Charles Nevins  
Leia Shilobod  
Ben Steinmeyer  
Doug Weimer  
John Wright

Absent:

Jess Stairs

Also, Present:

Dr. Tuesday L. Stanley, President  
Daniel B. Pagliari, Solicitor  
Dr. Sydney S. Beeler, VP/Enrollment Management  
Dr. Kristy A. Bishop, VP/Academic Affairs  
Janet Corrinne-Harvey, Executive Director/Marketing & Communications  
Kimberly R. Bush, Executive Director/Human Resources  
Suzanne C. Barron, Recording Secretary  
Faculty: Brian Dunst, Cheryl Miller, Dr. Cindy Komarinski, Stephanie Turin, Lorrie Douglas,  
Rob Velella, Adam Woodrow, Julie Zappone, Joan Kasa, Michael Caglia, Vicki Krug  
Staff:

Students: Erica Dix, Jonathan Kiggins, Laylo Tukhtamurodova, Bodie DuBreucq, Angelina Maman

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the April 24, 2024 meeting were approved as presented.

Comments from the Public

Student Government Association presented a certificate of appreciation/thank you to Dr. Stanley. The certificate was presented by outgoing SGA President, Laylo Tukhtamurodova. She stated that on behalf of SGA and the students of Westmoreland County Community College, they wanted to thank her for everything she has done for the students and the College.

Old Business

New Business

Consent Agenda

Upon a motion duly made by Ashley Frederick, seconded by Chuck Nevins and unanimously carried by voice vote, the following Consent Agenda was approved:

55.111 Declaration of Salvage Material

TAG#	FIXED ASSET NAME	ACQUISITION DATE	ACQUISITION COST	DEPRECIATION
37112	Kavo Diagnodent	5/23/2006	1802.56	1802.56

55.112 Approval of additional funds for Fiscal Year 2023-2024 Park Police Contract

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Westmoreland County Treasurer's Office Greensburg, PA	Park Police	\$22,000.00

55.113 Approval of a five-month contract with Clarus Corporation for Digital Marketing Services

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Clarus, A Carnegie Company Westford, MA	Digital Marketing Services	\$54,340.00

55.114 Ratification of the Agreement with Brightly Software for Event Management Enterprise and Asset Essentials Software

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Brightly Software, Inc. Cary, NC	Software development hours	\$700.00
	Reorganization of the Event Management Enterprise	\$6,500.00
	Total	\$7,200.00

55.115 Approval of purchase of Brightly Software for Asset Essentials and Event Management

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Term</u>
Brightly Software, Inc. Cary, NC	Asset Essentials software for facilities requests	\$12,362.62	05/01/2024 – 04/30/2025
	Event Management Enterprise for event requests/booking	\$10,629.96	
	Total	\$22,992.58	

55.116 Approval of Purchase of Computers for Labs

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Quote</u>
Dell Technologies Roundrock, TX	(17) Dell OptiPlex 7010 Plus	\$14,573.42	5530
CDWG	(8) Apple iMac 4.5	\$14,160.88	
Shelton, CT	(8) Apple Care (4-Year program)	\$1,540.32	
	Total	\$30,274.62	

### Finance Committee

Upon a motion duly made by Bridget Johnston, seconded by Shujuane Martin and unanimously carried by voice vote, it was: (55.117)

MOVED: That the Board of Trustees hereby approves for fiscal year 2024-2025, the attached proposed operating budget with revenues of \$33,955,969, expenditures of \$36,628,907, and reserve transfers of \$2,672,938 and the attached proposed capital fund budget with revenues of \$6,984,650 expenditures of \$7,619,819 and total transfers of \$635,169.

Upon a motion duly made by John Wright, seconded by Tyler Baum and unanimously carried by voice vote, it was: (55.118)

MOVED: That the purchase of equipment for the Makerspace District is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>RFP</u>
Allegheny Educational Systems Tarentum, PA	Equipment for the Makerspace District:		1021
	Ultimaker S5 R2	\$10,599.20	
	Stratasys F370CR 3D Printer	\$79,782.92	
	Ultimaker S7 Pro-Bundle	\$15,471.20	
	Epilog Fusion Pro	\$64,650.27	
	Forest HSR ATC 4X4 w/5HP & 8 POS ATC	\$54,391.15	
		\$500.00	
		Total - \$225,394.74	

Upon a motion duly made by Shujuane Martin, seconded by Christina Gongaware and unanimously carried by voice vote, it was: (55.119)

MOVED: That Vision Benefits of America will be the provider for vision insurance with a multi-year rate hold guarantee for the 2024-25, 2025-26 and 2026-27 fiscal years respectively is hereby approved by the Board of Trustees.

Projected Annualized Costs Based on 207 Enrolled Employees				
Provider	In-Force 2023-24	Year 1 2024-25	Year 2 2025-26	Year 3 2026-27
Vision – Vision Benefits of America <i>Incumbent</i> Rate hold of current fiscal year 2023-24 rates through fiscal year 2026-27	\$27,501	\$27,501	\$27,501	\$27,501
Variance from prior year		Rate Hold	Rate Hold	Rate Hold



% Variance from prior year		0%	0%	0%
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### Facilities Committee

Upon a motion duly made by Larry Larese, seconded by Doug Weimer and unanimously carried by voice vote, it was: (55.120)

**MOVED:** That the sale of the former Indiana campus property for \$260,000 AS IS to REA Energy Cooperative, Inc. with no additional price reduction due to the condition of the property is approved by the Board of Trustees subject to entering into an appropriate property sale agreement approved by the College Solicitor.

Upon a motion duly made by Julie Benson, seconded by Tom Ceraso and unanimously carried by voice vote, it was:

**MOVED:** That resolution 55.121 Amendment to Agile Additive Lease is hereby rescinded and approved by the Board of Trustees.

### Educational Affairs Committee

#### Personnel Committee

Upon a motion duly made by John Wright, seconded by Tom Ceraso and unanimously carried by voice vote, it was:

**MOVED:** That Resolution 55.122 Approval of President Temporary Employment/Consulting Contract was removed from the agenda.

Upon a motion duly made by Ashley Frederick, seconded by Julie Benson and unanimously carried by voice vote, it was: (55.123)

**MOVED:** The Status of Emeritus for the following faculty and staff members is hereby approved by the Board of Trustees.

<u>Name</u>	<u>Title</u>	<u>Years of Service</u>
Ms. Angela Rinchuse	Professor/Dental Hygiene & Director/Dental Hygiene Program	30
Mr. Thomas Soltis	Assistant Professor/Sociology	32

Ms. Cheryl Shipley	Assistant Professor/Culinary Arts & Hospitality Programs	32
Ms. Debra Williams	Director/Grants & Title III Project Director	35

Upon a motion duly made by Chuck Nevins, seconded by John Wright and unanimously carried by voice vote, it was: (55.124)

**MOVED:** That the revision to the Status of Emeritus – Retired Full-Time Administrators, Faculty and Staff Policy is hereby approved by the Board of Trustees.

### Chair's Report

Dr. Kerr called on the Nominating Committee for a report.

Larry Larese placed before the Board, per the College Bylaws and by unanimous declaration of the Nominating Committee, the following slate of officers to serve a one-year term on the Board of Trustees from July 1, 2024 – June 30, 2025:

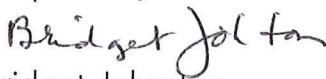
Chair	Bridget Johnston
Vice Chair	Charles Nevins
Secretary	Tom Ceraso
Treasurer	Ashley Frederick

Pursuant to the Bylaws, nominations will remain open until the actual voting at the June 26, 2024 Board of Trustees meeting.

### Adjournment

There being no further business, upon a motion duly made by Doug Weimer, seconded by John Wright and unanimously carried by voice vote, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

  
Bridget Johnston  
Secretary

  
Suzanne Barron  
Recording Secretary