

WESTMORELAND COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
June 25, 2025

MINUTES

The Board of Trustees of Westmoreland County Community College held a scheduled Board meeting on Wednesday, June 25, 2025 at the Student Achievement Center, Youngwood, PA and also via video conference. Attendance was taken following the Pledge of Allegiance. With a quorum present, Bridget Johnston, Chair called the meeting to order at 5:30 pm.

Present:

Julie Benson  
Tom Ceraso  
Christina Gongaware  
Leia Kupris  
Jim Smith  
Jess Stairs  
Ben Steinmeyer  
Doug Weimer  
John Wright

Absent:

Tyler Baum  
Ashley Frederick  
Dr. William Kerr  
Shujuane Martin  
Charles Nevins

Also, Present:

Daniel B. Pagliari, Solicitor  
Dr. Matthew Reed, VP/Academic Affairs  
Dr. Anthony Underwood, VP/Enrollment Management  
Cynthia Sexton Proctor, Dean/School of Business, Math, Science & Engineering  
Janet Corrinne-Harvey, Executive Director/Marketing & Communications  
Kimberly R. Robertson, Executive Director/Human Resources  
Rocky Kremer, Executive Director/Information Technology  
Megan Sheesley, Executive Director/Educational Foundation  
Suzanne Barron, Recording Secretary  
Faculty: Dr. Brian Dunst  
Media: Quincey Reese, Reporter, TribLIVE.com and Tribune-Review  
Guests: Commissioner Douglas Chew

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the May 28, 2025 Board meeting were approved as presented.

Comments from the PublicOld BusinessNew BusinessConsent Agenda

Upon a motion duly made by Tom Ceraso, seconded by John Wright, and unanimously carried by voice vote, the following Consent Agenda was approved:

## Resolution 56.97 Approval of Vendor Budgets for Fiscal Year 2025-2026

Ford (US Bank Equipment Finance) St. Louis, MO	Lease-Copies	\$48,000.00
Quadient Carol Stream, IL	Postage Meter-Mailing Reimbursement Budget	\$40,000.00
RIDC Mt. Pleasant, PA	ATC Utilities	\$125,200.00
Anthology Boca Raton, FL	Professional Services Support Annual Contract (6/1/25-5/31/26)	\$175,000.00
Community Opportunities Uniontown, PA	Fayette Rent Budget for 12 months	\$85,000.00
REA Indiana, PA	Utilities-Gas and Electric	\$56,500.00

## Resolution 56.98 Approval of Purchase of Modern Campus Software for Management of Workforce/Community Engagement/Non-credit Classes/Trainings

<u>Vendor</u>	<u>Description</u>	<u>Term</u>	<u>Total</u>
Modern Campus Camarillo, CA	Software services of Management of Non-Credit Workforce and Community Engagement Classes	Nov. 1, 2025 – October 31, 2026	\$110,903.52

Resolution 56.99 Approval of 2025-2026 Fiscal Year Liability and Workers' Compensation Insurance

<u>Insurance</u>	<u>Premium</u>	<u>Agency</u>
Workers' Compensation	\$66,747	A.J. Gallagher
Liability Package	172,595	A.J. Gallagher
Umbrella	10,671	A.J. Gallagher
Educators Legal Liability	15,063	A.J. Gallagher
Sports Accident	9,700	A.J. Gallagher
Cyber Liability	35,288	A.J. Gallagher
Vocational Training Accident	2,329	A.J. Gallagher
Travel Accident	950	A.J. Gallagher
Liquor Liability	1,408	A.J. Gallagher
Law Enforcement Liability	1,380	A.J. Gallagher
Flood – Student Achievement Ctr	2,530	A.J. Gallagher
Flood – Business & Industry Ctr	1,663	A.J. Gallagher
Flood – Health & Culinary Ctr	1,636	A.J. Gallagher
Flood – Science Innovation Ctr	4,676	A.J. Gallagher
Total	<u>\$326,636</u>	A.J. Gallagher

Finance Committee

Upon a motion duly made by Jess Stairs, seconded by Ben Steinmeyer, and unanimously carried by voice vote, it was: (56.100)

**MOVED:** That the Board of Trustees hereby approves for fiscal year 2025-2026 the attached operating budget with revenues of \$33,138,777, expenditures of \$36,442,854, and reserve transfers of \$3,304,077 and the attached capital fund budget has revenues of \$8,387,423 expenditures of \$9,152,389 and total transfers of \$764,966.

Upon a motion duly made by John Wright, seconded by Julie Benson, and unanimously carried by voice vote, it was: (56.101)

**MOVED:** That the Catalyst MedTech's gift of \$465,000 to the College to establish a Nuclear Medicine Technology Program is hereby approved by the Board of Trustees on the following terms:

Catalyst MedTech contributions:

\$165,000 first year (includes one-time accreditation support contribution of \$15,000)

\$150,000 second year

\$150,000 third year

Provide marketing and recruitment support, clinical site placement and tuition support.



In recognition of these contributions the College will provide Catalyst MedTech the following:

Program naming rights for three years

Program founder recognition

An advisory committee role

Visibility opportunities

Upon a motion duly made by Leia Kupris, seconded by John Wright, and unanimously carried by voice vote, it was: (56.102)

**MOVED:** That the following purchase is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Term</u>	<u>Amount</u>	<u>RFP</u>
Genius Learning	Non-Credit	July 1, 2025 –	\$202,896.61	1040
Miramar, FL	Registration/Continuing Education Software System	June 30, 2028	See tally sheet for 3-year breakdown	

Upon a motion duly made by Jess Stairs, seconded by Leia Kupris, and unanimously carried by voice vote, it was: (56.103)

**MOVED:** That Reliance Standard as the provider for Life/AD&D and Long-Term Disability (LTD) insurances with a one-year rate hold guarantee renewal for the 2025-26 fiscal year is hereby approved by the Board of Trustees.

Projected Annualized Costs		
Provider	In-Force 2024-25	Year 1 2025-26
Life/AD&D Reliance Standard <i>Incumbent</i> Rate hold of current fiscal year 2024-25 One-year rate hold for fiscal year 2025-26	\$89,711	\$89,711
Long Term Disability Reliance Standard <i>Incumbent</i> Rate hold of current fiscal year 2024-25 One-year rate hold for fiscal year 2025-26	\$23,576	\$23,576
Life/AD&D and Long-Term Disability Total Fiscal Year Cost:	\$113,287	\$113,287
Variance from prior year		Rate Hold
% Variance from prior year		0%

Upon a motion duly made by Julie Benson, seconded by John Wright, and unanimously carried by voice vote, it was: (56.104)

**MOVED:** That MetLife as the provider for Dental insurance with a one-year rate hold guarantee renewal for the 2025-26 fiscal year is hereby approved by the Board of Trustees.

Projected Annualized Costs		
Provider	In-Force 2024-25	Year 1 2025-26
Dental MetLife <i>Incumbent</i> Rate hold of current fiscal year 2024-25 One-year rate hold for fiscal year 2025-26 Total Fiscal Year Cost:	\$159,599	\$159,599
Variance from prior year		Rate Hold
% Variance from prior year		0%

#### Facilities Committee

#### Educational Affairs Committee

Upon a motion duly made by Jess Stairs, seconded by Ben Steinmeyer, and unanimously carried by voice vote, it was: (56.105)

**MOVED:** That the following revisions to the SAP Policy are:

WHEREAS, the current Satisfactory Academic Progress (SAP) policy requires revision to ensure compliance with federal and state guidelines and to address the unique needs of veteran and military-affiliated students; and

WHEREAS, it is necessary to clarify the definition of maximum time frame for program completion by explicitly considering the relationship between a student's remaining financial aid benefits and their proposed program of study; and

WHEREAS, the College seeks to improve transparency and efficiency by updating the method of SAP status notification to ensure timely and effective communication with students using modern digital tools;

**NOW, THEREFORE, BE IT RESOLVED,** upon recommendation of the Interim President, the revisions to the SAP Policy are hereby approved by the Board of Trustees.

Personnel Committee

Upon a motion duly made by Ben Steinmeyer, seconded by Julie Benson, and unanimously carried by voice vote, it was: (56.106)

**MOVED:** That upon the recommendation of the Personnel and Executive Committees of the Board of Trustees the College reimburse Dr. Mallory an additional \$3,906.08 for moving expenses.

Chair's Report

At the May 28, 2025 Board of Trustees meeting, Ben Steinmeyer 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, 2025 – June 30, 2026:

Chair	Tom Ceraso
Vice Chair	Ashley Frederick
Secretary	Dr. William Kerr
Treasurer	Charles Nevins

Pursuant to the Bylaws, nominations remained open until the actual voting at the June 25, 2025 Board of Trustees meeting.

After the slate of officers was read, Bridget Johnston nominated Doug Weimer as Secretary, the nomination was seconded by Julie Benson.

Upon a motion made by Doug Weimer, seconded by Julie Benson and unanimously carried by voice vote, it was:

**MOVED:** That the Board of Trustees does hereby cast a unanimous ballot and elect the Chair, Vice Chair, and Treasurer for a one-year period, July 1, 2025, to June 30, 2026.

Chair	Tom Ceraso
Vice Chair	Ashley Frederick
Treasurer	Charles Nevins

Since there was a nomination from the floor, a tally vote was taken for the Office of Secretary. Following the tallying of votes, it was determined that Doug Weimer won for the Office of Secretary with six (6) votes. Dr. Kerr received four (4) votes.

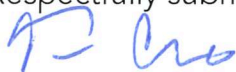
The slate of officers to serve a one-year term on the Board of Trustees from July 1, 2025 – June 30, 2026 is:

Chair	Tom Ceraso
Vice Chair	Ashley Frederick
Secretary	Doug Weimer
Treasurer	Charles Nevins


Adjournment

There being no further business, upon a motion duly made by John Wright, seconded by Leia Kupris, and unanimously carried by voice vote, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,



Tom Ceraso  
Secretary



Suzanne Barron  
Recording Secretary