

WESTMORELAND COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 26, 2024

MINUTES

The Board of Trustees of Westmoreland County Community College held a scheduled Board meeting on Wednesday, June 26, 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:

Julie Benson
Tom Ceraso
Christina Gongaware
Bridget Johnston
Shujuane Martin
Charles Nevins
Jess Stairs
Ben Steinmeyer
John Wright

Absent:

Tyler Baum
Ashley Frederick
Doug Weimer
Leia Shilobod

Also, Present:

Dr. Tuesday L. Stanley, President
Daniel B. Pagliari, Solicitor
Dr. Kristy A. Bishop, VP/Academic Affairs
Janet Corrinne-Harvey, Executive Director/Marketing & Communications
Kimberly R. Bush, Executive Director/Human Resources
Karen Gandy, Recording Secretary
Faculty: Brian Dunst, Belinda Sedlak, Stephanie Turin
Staff: Rebecca Parker, Lorrie Douglas
Community: Steve Budny
Media: Jeff Himler, Reporter Tribune-Review and TribLIVE.com

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the May 22, 2024 meeting were approved as presented.

Comments from the Public

Stephen Budny from Jefferson Hills – Steve is the former IT director for the College and he attended the meeting to offer his comments on the departure of Dr. Tuesday Stanley. He commented that he wanted to wish her well and took the opportunity to thank her for pushing him to be better and to always pursue innovation and not fear failure. He also thanked her for being his mentor for nine years and allowing him to grow. He assured the board that her talent and passion would be carried forward.

Old BusinessNew BusinessConsent Agenda

Upon a motion duly made by Shujuane Martin, seconded by Christina Gongaware, and carried by voice vote, Chuck Nevins abstained from voting on Resolutions 55.127 & 55.136. Tom Ceraso abstained from voting on Resolution 55.128, the following Consent Agenda was approved:

55.125 Approval of 2024-2025 Fiscal Year Liability and Workers' Compensation Insurance

<u>Insurance</u>	<u>Premium</u>	<u>Agency</u>
Workers' Compensation	\$61,617	A.J. Gallagher
Liability Package	151,599	A.J. Gallagher
Umbrella	10,023	A.J. Gallagher
Educators Legal Liability	14,219	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	1,459	A.J. Gallagher
Law Enforcement Liability	3,450	A.J. Gallagher
Total	<u>\$277,655</u>	

55.126 Approval of Fiscal Year 2024-2025 Quadient Postage Meter Postage Reimbursement Budget

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Quadient Carol Stream, IL	Postage Meter Reimbursement Budget	\$70,000.00

55.127 Approval of Fiscal Year 2024-2025 Electric Utility Budget

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
West Penn Power Greensburg, PA	Electric Utility	\$680,000.00
RIDC Tarrs, PA		

55.128 Approval of Fiscal Year 2024-2025 Water and Sewage Budget

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
MAWC New Stanton, PA	Water and Sewage	\$62,150.00
ICSMA Indiana, PA		
Latrobe Municipal Authority Latrobe, PA		
Franklin Township Municipal Sanitary Authority Murrysville, PA		
RIDC Tarrs, PA		

55.129 Approval of Fiscal Year 2024-2025 Education Centers Security Services Budget

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Centurion Protection LLC Greensburg, PA	Education Centers security services	\$230,000.00

55.130 Approval of Fiscal Year 2024-2025 Park Police Contract Budget

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Westmoreland County Treasurer's Office Greensburg, PA	Park Police	\$380,000.00

55.131 Approval of Fiscal Year 2024-2025 Dark Fiber Services Budget – Youngwood, Fayette, Indiana, Public Safety Training Center, and Murrysville

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
DQE Communications Pittsburgh, PA	Dark Fiber Service	\$93,000.00

55.132 Approval of Fiscal Year 2024-2025 Dark Fiber Services Budget – New Kensington, Advanced Technology Center, and Latrobe

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Crown Castle Fiber Warrington, PA	Dark Fiber Services	\$104,000.00

55.133 Approval of Fiscal Year 2024-2025 Rent for the Fayette Education Center

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Community Opportunities Uniontown, PA	Rent	\$85,000.00

55.134 Approval of Fiscal Year 2024-2025 Fulfillment Center Equipment Lease Budget

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Ford (US Bank Equipment Finance) St. Louis, MO	Lease	\$54,900.00

55.135 Approval of Fiscal Year 2024-2025 Fulfillment Center Equipment Copies Budget

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Ford (US Bank Equipment Finance) St. Louis, MO	Lease - Copies	\$48,000.00

55.136 Approval of Fiscal Year 2024-2025 Utilities for the Indiana Education Center

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
REA Indiana, PA	Utilities	\$53,000.00

55.137 Approval of Fiscal Year 2024-2025 Budget for Food Services Agreement (AVI Foodsystems, Inc.) Management Fee (Dining Subsidy)

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AVI Foodsystems, Inc. Warren, OH	Budget for Management Fee (Dining Subsidy)	Not to exceed \$190,000.00

55.138 Approval of Purchase of EBSCO Host Databases and EBSCO Discovery Services

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>QUOTE</u>
EBSCO Ipswich, MA	Year 1 (7/1/2024 – 6/30/2025)	\$100,060	5531
	Year 2 (7/1/2025 – 6/30/2026)	\$103,062	
	Year 3 (7/1/2026 – 6/30/2027)	\$106,154	
	Total	\$309,276	

55.139 Approval of Renewal of Microsoft Campus Agreement

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
JourneyEd.com Allen, TX	Three-year agreement through AICUP Consortium beginning 8/1/2024 – 7/31/2027	\$128,312.16

Finance Committee

Upon a motion duly made by Chuck Nevins, seconded by Bridget Johnston, and unanimously carried by voice vote, it was: (55.140)

MOVED: That the Board of Trustees hereby approves for fiscal year 2024-2025, the attached operating budget with revenues of \$33,955,969, expenditures of \$36,628,907, and reserve transfers of \$2,672,938 and the attached 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 Tom Ceraso, seconded by John Wright, and unanimously carried by voice vote, it was: (55.141)

MOVED: That the request to transfer the net proceeds of the sale of the former Indiana Center campus building and grounds \$256,840.00 to the Educational Foundation Endowment account with a designation for the Indiana Scholarship fund is hereby approved by the Board of Trustees.

Upon a motion duly made by Chuck Nevins, seconded by Julie Benson, and carried by voice vote, Dr. Kerr abstained, it was: (55.142)

MOVED: That Highmark's 3-year rate guarantees for medical insurance administrative fees, pharmacy rebates and a \$20,000 loyalty credit for the 2024-25, 2025-26 and 2026-27 fiscal years; and the 2024-25 HM Group medical stop loss renewal rate is hereby approved by the Board of Trustees.

Upon a motion duly made by Shujuane Martin, seconded by Jess Stairs, and unanimously carried by voice vote, it was: (55.143)

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 2024-25 fiscal year is hereby approved by the Board of Trustees.

Facilities Committee

Educational Affairs Committee

Upon a motion duly made by John Wright, seconded by Ben Steinmeyer, and unanimously carried by voice vote, it was: (55.144)

MOVED: That the attached Westmoreland County Community College 2024–2027 Strategic Plan is hereby approved by the Board of Trustees.

Upon a motion duly made by Julie Benson, seconded by Tom Ceraso, and unanimously carried by voice vote, it was: (55.145)

MOVED: That the revision to the Graduation Requirements Policy is hereby approved by the Board of Trustees.

Upon a motion duly made by Christina Gongaware, seconded by John Wright, and unanimously carried by voice vote, it was: (55.146)

MOVED: That the revision to the Additional Degrees Policy is hereby approved by the Board of Trustees.

Personnel Committee

Upon a motion duly made by Tom Ceraso, seconded by Shujuane Martin, and unanimously carried by voice vote, it was: (55.147)

MOVED: That the revision to the Data Handling Policy is hereby approved by the Board of Trustees.

Upon a motion duly made by Chuck Nevins, seconded by John Wright, and unanimously carried by voice vote, it was: (55.148)

MOVED: That the revision to the Regular Part Time Employees Policy is hereby approved by the Board of Trustees.

Upon a motion duly made by John Wright, seconded by Tom Ceraso, and unanimously carried by voice vote, it was: (55.149)

MOVED: That the Status of Emeritus for the following trustee is hereby approved by the Board of Trustees.

<u>Name</u>	<u>Title</u>	<u>Years of Service</u>
Larry J. Larese	Trustee	16

Upon a motion duly made by Julie Benson, seconded by Tom Ceraso, and unanimously carried by voice vote, it was: (55.150)

MOVED: That upon recommendation of the Search Committee the appointment of Dr. Kristy A. Bishop as interim President is hereby approved by the Board of Trustees.

Upon a motion duly made by John Wright, seconded by Shujuane Martin, and unanimously carried by voice vote, it was: (55.151)

MOVED: That upon recommendation of the Personnel Committee the appointment of Cynthia Proctor as interim Vice President of Academic Affairs is hereby approved by the Board of Trustees.

Upon a motion duly made by Bridget Johnston, seconded by Chuck Nevins, and unanimously carried by voice vote, it was: (55.152)

MOVED: That upon the recommendation of the Executive Committee of the Board of Trustees that the College enter into an employment agreement with Dr. Stanley to perform consulting services as assigned by the Board of Trustees for a term of six (6) months from July 1, 2024 through December 31, 2024 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 remained open until the actual voting at June 26, 2024, Board of Trustees meeting.

Upon a motion duly made by Shujuane Martin, seconded by Christina Gongaware, and unanimously carried by voice vote, it was: (55.153)


MOVED: That the Board of Trustees does hereby cast a unanimous ballot and elect the following slate of officers for a one-year period, July 1, 2024, to June 30, 2025.

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

Adjournment

There being no further business, upon a motion duly made by Shujuane Martin, seconded by Jess Stairs, and unanimously carried by voice vote, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,


Bridget Johnston
Secretary


Karen Gandy
Recording Secretary