

WESTMORELAND COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 28, 2024

MINUTES

The Board of Trustees of Westmoreland County Community College held a scheduled Board meeting on Wednesday, August 28, 2024 at the Latrobe Education Center, Latrobe, 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:

Tyler Baum  
Julie Benson  
Christina Gongaware  
Dr. William Kerr  
Shujuane Martin  
Charles Nevins  
Leia Shilobod  
Jim Smith  
Jess Stairs  
Ben Steinmeyer  
Doug Weimer  
John Wright

Absent:

Tom Ceraso  
Ashley Frederick

Also, Present:

Dr. Kristy A. Bishop, Interim President  
Daniel B. Pagliari, Solicitor  
Cynthia Sexton Proctor, Interim VP/Academic Affairs  
Janet Corrinne-Harvey, Executive Director/Marketing & Communications  
Kimberly R. Bush, Executive Director/Human Resources  
Suzanne Barron, Recording Secretary  
Faculty: Brian Dunst, Cheryl Miller, Stephanie Turin, Maria Loffredo, Raeanna Patterson  
Staff: Tameka King Buchak, Christine Sherman, Louis Surace  
Community:  
Media: Quincey Reese, Reporter Tribune-Review and TribLIVE.com

### Approval of Minutes

Upon a motion duly made and seconded, the minutes of the June 26, 2024 meeting were approved as presented. Doug Weimer abstained.

### Comments from the Public

1. Krishna Lakkimsetty, Student Government Association, Executive Vice President, – Ms. Lakkimsetty introduced herself to the board members. She graduated from Shadyside Academy and decided to take a gap year. After becoming bored, she decided to take some college classes and discovered Westmoreland County Community College in Latrobe. Currently, she is in her third semester and attends most of her classes at the Latrobe Center and some online. She originally started at Westmoreland in pursuit of a Social Work certificate. She is now pursuing an associate degree and believes that a career in Social Work is a great fit.
2. Brian Dunst, Professor of Psychology and President of the Professional Association – Professor Dunst wanted to acknowledge and thank everyone in the student support services areas of the college for all their hard work to help students get started this fall. He noted that the support provided to students was above and beyond by everyone. He also wanted to thank the Board of Trustees for their hard work to find a new college president. In conclusion, Professor Dunst wanted to share an update on the Duane S. Molnar Speaker Series. He told the board that the committee has created an incredible line-up for the Fall 2024 semester, and he invited board members to attend as many of the presentations by guest speakers as they are able.

### Old Business

### New Business

### Consent Agenda

Upon a motion duly made by Chuck Nevins, seconded by Doug Weimer, and unanimously carried by voice vote, Resolution 56.04 was removed from the Consent Agenda and will be added to the Finance Agenda.

Upon a motion duly made by Doug Weimer, seconded by Jess Stairs, and unanimously carried by voice vote, the following Consent Agenda was approved:

## Resolution 56.01 Ratification of Payment for Student Recruitment Services

The ratification of payment in the amount of \$108,408.55 under the contract with ReUp Education for student recruitment services for the Spring & Summer, 2024 terms is hereby approved by the Board of Trustees.

## Resolution 56.02 Approval of purchase of ExamSoft Worldwide LLC Course Review – Nursing

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
ExamSoft Dallas, TX	Course Review	Fall 2024 (7/1/24 – 12/31/24) 240 licenses @ \$102.70 = \$24,648	
		Spring 2025 (1/1/25 – 6/30/25) 240 licenses @ \$102.70 = \$24,648	
		Fall 2025 (7/1/25 – 12/31/25) 240 licenses @ \$102.70 = \$24,648	
		Spring 2026 (1/1/26 – 6/30/26) 240 licenses @ \$102.70 = \$24,648	\$98,592.00

## 56.03 Ratification of additional charges - Westmoreland County Park Police

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Westmoreland County Treasurer's Office Greensburg, PA	Vehicle maintenance, Guns/badges/uniforms	\$1,832.69

## 56.04 Ratification of Electric Utility Rate was removed and added to the Finance Agenda.

## 56.05 Approval of Contract with 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	Nov. 2, 2024 – October 31, 2025	\$104,000.00

## Classes

Finance Committee

Upon a motion duly made by Doug Weimer, seconded by Jim Smith, and carried by voice vote, Chuck Nevins abstained from vote and all discussion to avoid the appearance of a conflict of interest with his employer, it was: (56.04)

MOVED: That ratification of the purchase of electric utility contract rate is hereby ratified by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AEP Energy, Inc. Chicago, IL	Contract Rate	\$0.06982/kWh (Contract Rate of \$0.07420/kWh with Gross Receipts Tax)

Upon a motion duly made by Chuck Nevins, seconded by Shujuane Martin, and unanimously carried by voice vote, it was: (56.06)

MOVED: That the transfer of \$500,000 to the College Foundation in order to meet the requirements of Mr. Herbert Kramer's will and upon the College's receipt of funds from the Estate of Herbert Kramer in the amount of \$500,000, the immediate transfer to these funds to the College Foundation which are designated by the College Foundation as the "Herbert Kramer Memorial Scholarship" to be maintained and administered according to the requirements of Mr. Kramer's will bequest is hereby approved by the Board of Trustees.

Upon a motion duly made by John Wright, seconded by Christina Gongaware, and unanimously carried by voice vote, it was: (56.07)

MOVED: That the ratification of the following contract with Anthology is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Anthology Boca Raton, FL	Integrate Student with Ambassador	\$10,000 one-time fee \$3,000/yr annual (fixed for 3 years)



Upon a motion duly made by Julie Benson, seconded by Chuck Nevins, and unanimously carried by voice vote, it was: (56.08)

MOVED: That the ratification of the contract with Anthology is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Term</u>	<u>Amount</u>
Anthology Boca Raton, FL	Anthology student Integration	One year	\$144,000

Upon a motion duly made by Jess Stairs, seconded by Dr. William Kerr, and unanimously carried by voice vote, it was: (56.09)

MOVED: That the extension of the following contract with Anthology is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Term</u>	<u>Amount</u>
Anthology Boca Raton, FL	Extension of REACH Contract	July 1, 2024 – August 31 2024	\$4,652.08

Upon a motion duly made by Leia Shilobod, seconded by John Wright, and unanimously carried by voice vote, it was: (56.10)

MOVED: That the following contract with CampusWorks is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Term</u>	<u>Amount</u>
CampusWorks Bradenton, FL	Technical Services for System Administration and IT Security	September 1, 2024 – August 31, 2025	\$223,880.64

Upon a motion duly made by Leia Shilobod, seconded by Shujuane Martin, and unanimously carried by voice vote, it was: (56.11)

MOVED: That the following contract for cyber security awareness training is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Term</u>	<u>Cost</u>	<u>RFP</u>
Ideal Integrations Pittsburgh, PA	Cyber security awareness	October 1, 2024 - September 30, 2025	\$19,374.30	1020

training  
services

### Facilities Committee

Upon a motion duly made by Chuck Nevins, seconded by Doug Weimer, and unanimously carried by voice vote, it was: (56.12)

MOVED: That the following contract for repairs to the soffit and fascia of the Latrobe Education Center due to storm damage is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>RFP</u>
TMR Roofing Saltsburg, PA	Repairs of the fascia and Soffit panels	\$101,800	1027

### Educational Affairs Committee

Upon a motion duly made by Christina Gongaware, seconded by Julie Benson, and unanimously carried by voice vote, it was: (56.13)

MOVED: That the revision to the Civil Rights/Title IX Policy and Complaint Procedure is hereby approved by the Board of Trustees.

### Personnel Committee

Doug Weimer made a motion to Table Resolution 56.14. Without a second to the motion, the motion was lost.

Upon a motion duly made by Dr. William Kerr, seconded by Ben Steinmeyer, and carried by voice vote, Doug Weimer opposed, it was: (56.14)

MOVED: That the agreement for a search firm for the Vice President of Administrative Services is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Spelman Johnson Easthampton, MA	Executive Search for Vice President Administrative Services	\$39,000.00*

\*plus, other expenses such as advertising, travel, and background checks if applicable

Upon a motion duly made by Shujuane Martin, seconded by John Wright, and unanimously carried by voice vote, it was: (56.15)

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

<u>Candidate</u>	<u>Position</u>	<u>Amount</u>
Dr. Anthony Underwood	Vice President/Enrollment Management	\$131,950

Upon a motion duly made by Ben Steinmeyer, seconded by Jim Smith, and unanimously carried by voice vote, it was: (56.16)

MOVED: That the revision to the Civil Rights/Title IX Policy and Complaint Procedure is hereby approved by the Board of Trustees.

Chair's Report

Adjournment

There being no further business, upon a motion duly made by Dr. William Kerr, seconded by John Wright, and unanimously carried by voice vote, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,



Tom Ceraso  
Secretary



Suzanne Barron  
Recording Secretary