



Board of Trustees Meeting

Westmoreland County Community College

Wednesday, December 10, 2025 at 7:00 PM EST to Wednesday, December 10, 2025 at

8:30 PM EST

Boardroom

Meeting Details: <https://westmoreland-edu.zoom.us/j/98735078291>, +1 305 224 1968

Meeting ID: 98735078291

Passcode: Y(U(VnLe

Agenda

I. Call to Order

II. Pledge of Allegiance

III. Recording of Attendance

IV. Approval of Minutes - October 22, 2025

V. Comments from the Public

VI. Old Business

VII. New Business

VIII. Finance/Facilities Committee Agenda

IX. Consent Agenda

A. 57.28 Declaration of Salvage Material

B. 57.29 Approval of purchase of Lab Computer Equipment

C. 57.30 Approval of purchase of Postage Mail Machine Replacement

D. 57.31 Approval of purchase of Metal Working Equipment

X. Finance

A. 57.32 Acceptance of the 2024-2025 Fiscal Year College Audits

B. 57.33 Approval of contract for Advancement Software Solution - Foundation

C. 57.34 Approval of contract for Event Management software

D. 57.35 Approval of contract for Dual Enrollment software

E. Approvals of Policies

1. 57.36 Approval of 4.1 Basis of Accounting Policy

2. 57.37 Approval of 4.2 Chart of Accounts Policy

3. 57.38 Approval of revisions to 4.3 Budget Preparation and Adoption Policy

4. 57.39 Approval of revisions to 4.4 Fiscal Year Audit Policy

5. 57.40 Approval of 4.5 Bonding of Employees Policy

6. 57.41 Approval of 4.6 Bank Depositories Policy
7. 57.42 Approval of revisions to 4.7 Signing of Checks Policy
8. 57.43 Approval of revisions to 4.10 Capitalization Guidelines Policy
9. 57.44 Approval of revision to 4.11 Sale of Equipment and Personal College Property Policy
10. 57.45 Approval of revision to 4.12 Tuition and Fees Policy
11. 57.46 Approval of revisions to 4.16 Sale of Real Estate Property Policy
12. 57.47 Approval of revisions to 4.17 Electronic Signature (eSignature) Policy
13. 57.48 Approval of revisions to 4.18 Bad Debt Policy

F. Policies for First Read

1. 4.14 Purchasing Policy

XI. Financials

- A. Operating & Capital Fund Financial Reports 2025-2026 for the four months ended October 31, 2025
- B. Healthcare Reserve Report July 1, 2025-November 30, 2025

XII. Facilities Agenda

- A. 57.49 Amendment to Lease Agreement between Community Opportunities, Inc. and Westmoreland County Community College
- B. 57.50 Ratification of purchase of facility ground utility task vehicle
- C. 57.51 Approval of contract for Theater Lighting and Equipment - Science Innovation Center Theater

XIII. Educational Affairs

A. Policies for first read

1. 3.11 Revision to Drug and Alcohol Policy
2. 3.14 Revision to Residency Policy
3. 3.31 Revision to Noncredit Refund Policy
4. 3.20 Transfer of Credit Policy
5. 3.5 Grading System Policy

XIV. Personnel Agenda

- A. 57.52 Salary Adjustment - Vice President/Student Affairs - Dr. Anthony Underwood
- B. 57.53 Expansion of Duties - Executive Director of Advancement and Community Engagement - Megan Sheesley
- C. 57.54 Approval of revisions to 2.3.2 Administrative Performance Evaluation Policy
- D. First Read Policies

1. Revisions to 2.2.12 Title IX Policy and Complaint Procedure

XV. New Hire Summary Report

XVI. Vacancy Report

XVII. Miscellaneous

A. 57.55 Approval of Calendar for Committee and Board of Trustees Meetings - 2026

XVIII. Workforce Development Committee

XIX. Legislative Committee

XX. Governance Committee

XXI. Ad Hoc Strategic Plan Committee

XXII. Reports

A. Dr. Mallory

B. Cabinet Updates

XXIII. Chair

XXIV. Board of Trustees

XXV. Solicitor

XXVI. Adjournment