

WESTMORELAND COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
December 13, 2023

MINUTES

The Board of Trustees of Westmoreland County Community College held a scheduled Board meeting on Wednesday, December 13, 2023 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 7:00 pm.

Present:

Chad M. Amond
Julie Benson
Tom Ceraso
Dr. Barbara Ferrier
Ashley Frederick
Bridget Johnston
Larry J. Larese
Shujuane Martin
Charles Nevins
Leia Shilobod
Jess Stairs
Doug Weimer
John Wright

Absent:

Tyler Baum

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
Steve Budny, Director/Information Technology
Janet Corrinne-Harvey, Executive Director Marketing & Communications
Kimberly R. Bush, Director/Human Resources
Sue Barron, Recording Secretary
Faculty: Mike Hricik, Dr. Brian Dunst
Staff: Megan Sheesley
Students:
Guests: Dennis Matthews

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the October 25, 2023 meeting were approved as presented.

Comments from the Public

Mike Hricik – Faculty and President, Professional Association – Mr. Hricik greeted the crowd and talked to the board about updates with the faculty. He also made comments concerning the state budget and how people were reaching out about community colleges.

Dr. Brian Dunst – Professor Dunst spoke to the board about his current position and highlighted updates to his area. He also shared the progress of the Duane S. Molnar speaker series and how the community and staff have been very receptive to the series and supportive of the speakers. Professor Dunst also gave an update on the Honors College where he serves of the coordinator.

Old BusinessNew BusinessConsent Agenda

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

Resolution 55.32 Declaration of Salvage Material

The materials on the attached list are no longer used by the College. The College would like to declare these materials as salvage, prior to determining final disposition.

Resolution 55.33 Approval of Purchase of Meraki Switches and accessories

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>RFP</u>
Link Computer Corporation Altoona, PA	(36) Meraki MS390 switches and accessories	\$264,078.36	1000

Resolution 55.34 Approval of Purchase of Meraki EA Dashboard Licensing

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Vendor</u>
Link Computer Corporation Altoona, PA	5 Year Meraki EA License	\$329,950.00	Link Computer Corporation Altoona, PA

Resolution 55.35 Approval of Purchase of additional OnBoard Licenses

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
OnBoard Indianapolis, IN	Ultimate Subscription License (20)	\$1,386.67

Resolution 55.36 Approval of Purchase of Student Lingo Online Workshop Software

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Innovative Educators Boulder, CO	Online Workshops	\$11,388.00

Resolution 55.37 Ratification of Payment for Student Recruitment Services

The ratification of payment in the amount of \$75,132.84 under the contract with ReUp Education for student recruitment services for the Fall, 2023 term is hereby approved by the Board of Trustees

Audit

Upon a motion duly made by Leia Shilobod, seconded by Tom Ceraso and unanimously carried by voice vote, it was: (55.38)

MOVED: That the 2022-23 Fiscal Year College Audits are hereby accepted and adopted by the Board of Trustees.

Finance Committee

Upon a motion duly made by Tom Ceraso, seconded by Doug Weimer and unanimously carried by voice vote, it was: (55.39)

MOVED: That Resolution 55.39 Approval of College-Wide Copier Lease Program be amended to add a 5-year term.

Upon a motion duly made by Doug Weimer, seconded by Larry Larese and unanimously carried by voice vote, it was: (55.39)

MOVED: That a contract for a college-wide copier lease program, for a 5-year term, is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Fees</u>
Ford Office Technologies Connellsville, PA	College-wide lease	\$492.14/month Machine 1 Col (FF Center) \$249.53/month Machine 2 BW (FF Center) \$60.20/month Print Management Software \$120.39/month Variable Data Software \$1,196.33/month Copiers \$2,395.00/Month Existing Desktop Maintenance

Upon a motion duly made by Ashley Frederick, seconded by Shujuane Martin and unanimously carried by voice vote, it was: (55.40)

MOVED: That ratification of purchase of the ExamSoft Worldwide LLC Course Review for the Nursing program is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ExamSoft Dallas, TX	Course Review	Fall 2023 (7/1/23 – 12/31/23) - 240 licenses @ \$102.70 = \$24,648 Spring 2024 (1/1/24 – 6/30/24) - 240 licenses @ \$102.70 = \$24,648

Upon a motion duly made by Bridget Johnston, seconded by Tom Ceraso and unanimously carried by voice vote, it was: (55.41)

MOVED: That the recommendation of the Finance Committee that an amendment to the College Operating Budget be made in the amount not to exceed \$150,000 to finance the search for a new College President is hereby approved by the Board of Trustees.

Facilities Committee

Upon a motion duly made by Charles Nevins, seconded by John Wright and unanimously carried by voice vote, it was: (55.42)

MOVED: upon recommendation of the President that a change order in the amount of \$5,000 in additional payment to R&B Mechanical is hereby approved conditioned upon receiving a full and final release on the project which is approved by the College Solicitor.

Upon a motion duly made by Leia Shilobod, seconded by Bridget Johnston and unanimously carried by voice vote, it was: (55.43)

MOVED: That the following service agreement for the Ansul Kitchen Fire Suppression systems is hereby approved by the Board of Trustees.

<u>Vendor</u>	<u>Description</u>	<u>Location</u>	<u>Amount</u>
Johnson Controls Cranberry, PA	Ansul Kitchen Hood Systems	Youngwood Campus	\$17,937.42

Upon a motion duly made by John Wright, seconded by Leia Shilobod and unanimously carried by voice vote, it was: (55.44)

MOVED: That the rescission of the portion of Resolution 55.15 which reads: Janitors Supply, Custodial Supplies/Paper Products/\$9,313.20/Quote 5506 and award of this contract to L.M. Colker Co., Inc. in the amount of \$12,723 is hereby approved by the Board of Trustees.

Educational Affairs Committee

Upon a motion duly made by Jess Stairs, seconded by Julie Benson and unanimously carried by voice vote, it was: (55.45)

MOVED: That the following changes to the academic programs listed below are hereby approved by the Board of Trustees:

Update the Computer Technology – Networking AAS Degree

Computer Technology Networking Certificate Changes

Computer Technology, AAS Technical Support Changes

The deactivated WEB Social Media course will be replaced with the BUS equivalent.

Cyber Security AAS changes

Cyber Security Certificate Updates

Criminal Justice/Cyber Security Updates

WEB Program Deactivation

Westinghouse Program Change to Applied Engineering Technology Certificate

Hospitality Program Changes

Personnel Committee

Upon a motion duly made by Charles Nevins, seconded by Shujuane Martin and unanimously carried by voice vote, it was: (55.46)

MOVED: That upon recommendation of the Presidential Search Committee, the following agreement is hereby approved by the Board of Trustees subject to final review and approval of the College Solicitor:

Vendor: RPA, Inc. Amount: \$64,500 flat fee; \$3,500 advertising; \$3,000 travel expense and background checks for other than the top two candidates (which are included in the flat fee) at \$1,000 per search.

Upon a motion duly made by Bridget Johnston, seconded by Tom Ceraso and unanimously carried by voice vote, it was: (55.47)

MOVED: That the revision to the Administrative Categories Policy is hereby approved by the Board of Trustees.

Upon a motion duly made by Shujuane Martin, seconded by John Wright and unanimously carried by voice vote, it was: (55.48)

MOVED: That the revision to the Communicable Disease Policy for Employees is hereby approved by the Board of Trustees.

Upon a motion duly made by Julie Benson, seconded by Ashley Frederick and unanimously carried by voice vote, it was: (55.49)

MOVED: That the revision to the Employment Status Policy is hereby approved by the Board of Trustees.

Upon a motion duly made by John Wright, seconded by Jess Stairs and unanimously carried by voice vote, it was: (55.50)

MOVED: That the revision to the Hours of Work Policy is hereby approved by the Board of Trustees.

Upon a motion duly made by Tom Ceraso, seconded by Dr. Barbara Ferrier and unanimously carried by voice vote, it was: (55.51)

MOVED: That the revision to the Resignation - All Staff Policy is hereby approved by the Board of Trustees.

Miscellaneous

Upon a motion duly made by Dr. Barbara Ferrier, seconded by John Wright and unanimously carried by voice vote, it was: (55.52)


MOVED: That the attached Calendar for Committee and Board of Trustees Meetings – 2024 is hereby approved by the Board of Trustees.

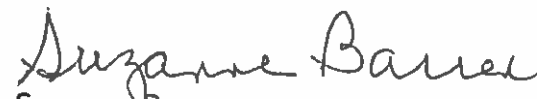
Chair's Report

Adjournment

There being no further business, upon a motion duly made by John Wright, seconded by Dr. Barbara Ferrier and unanimously carried by voice vote, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,


Bridget Johnston
Secretary


Suzanne Barron
Recording Secretary