



Wor-Wic Community College Board of Trustees Meeting Minutes

**August 8, 2024
12:00 O'clock p.m.
Zoom**

The Board of Trustees of Wor-Wic Community College held a regular meeting on June 17, 2024. Board Chair Morgan Hazel presided.

PRESIDENT

Dr. Deborah Casey

TRUSTEES

Chair Morgan Hazel
Marty Neat
Russell Blake
Kim Gillis
Vice Chair Anna Newton
Lorrain Purnell-Ayres: Absent

VICE PRESIDENTS

Dr. Kristin Mallory
Ms. Jen Sandt: Absent

STUDENTS/STAFF/ GUESTS

Ms. Allison Canada

ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCES

Ms. Karen Berkheimer: Absent

EXECUTIVE DIRECTOR OF THE FOUNDATION AND DIRECTOR OF DEVELOPMENT

Ms. Stefanie Rider

DEAN OF ENROLLMENT MANAGEMENT AND STUDENT SERVICES

Ms. Amanda Messatzzia

DEAN OF STUDENT SUCCESS

Dr. Kimberly Purvis

EXECUTIVE ASSOCIATE TO THE PRESIDENT

Ms. Lori Hazel

CELEBRATIONS AND ACKNOWLEDGEMENTS

None

ROLL CALL

Ms. Lori Hazel took roll and the meeting began at 12:01 p.m.

PUBLIC COMMENT

None

MINUTES

A motion was made to approve the June 17, 2024, meeting minutes by Ms. Kim Gillis and seconded by Ms. Anna Newton. The motion passed unanimously.

CELEBRATING SUCCESS

None

INTRODUCTIONS OF NEW FACULTY AND/OR ADMINISTRATORS

None

REPORTS TO THE BOARD

Treasurer's Report

None

Award Recommendation: Facility Program Part I and Part II Consulting Services.

Ms. Allison Canada reported that on May 17, 2024, proposals were requested for facility program Part I and Part II consulting services for the planned student success and wellness center. The Request for Proposals was advertised on eMaryland Marketplace Advantage and the college's website.

The RFP evaluation committee scored those proposals and short-listed three contractors who were invited for oral presentations on July 9- 10, 2024. The evaluation committee then scored the oral presentations and I opened price proposals from the top two scoring firms. Scores were weighted 70% technical and 30% price.

Contractor	Score
Whitman, Requardt & Associates	98.6
Design Collective, Inc.	82.7

It is recommended that the College contract with Whitman, Requardt & Associates for this project.

Foundation Officers and Prospective New Members

Ms. Stefanie Rider shared the Wor-Wic Foundation Board has approved and submits to the board of trustees for endorsement the following officers and prospective new members.

Officers

Jason Parker, Chairperson

Kelley Selph, Vice Chairperson

Louis W. Shockley, Treasurer

Kimberly Roemer, Secretary

Enrollment Report
Report not given

President's Report

Dr. Casey shared all that has taken place in the month of July and beginning of August, and the full report was sent to the board of trustees. Dr. Casey shared some of her highlights to include:

- Attended the AACC President's Academy in Washington, D.C., July 12-17, 2024.
- Dr. Casey was asked to participate on a steering committee for Transfer Student Success in Washington, D.C.
- Dr. Casey attended the MCCCCP Annual Retreat in Deep Creek, MD.
- Dr. Casey was asked to serve as a panelist at the State Department in DC for the Community College Administrator Program Alumni Symposium on July 29, 2024.

BOARD OF TRUSTEES ACTION

The following actions were voted on by the board:

1. Facility Program Part I and Part II Consulting Services.
2. Foundation Officers and Prospective New Members

Marty Neat made a motion to approve the above-board action items, with Russ Blake seconding the motion. The Board of Trustees unanimously approved all meeting action items.

Ms. Kim Gillis made a motion to move to a closed session.

TRUSTEES ANNOUNCEMENTS

None

OTHER BUSINESS/PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned to a closed session at 12:27 p.m.

Respectfully submitted,

Secretary-Treasurer

Accepted

Morgan Hazel, Board Chair

Date