



## **Wor-Wic Community College Board of Trustees Meeting Minutes**

**October 17, 2024  
12:00 O'clock p.m.  
Maner Technology Center Boardroom**

The Board of Trustees of Wor-Wic Community College held a regular meeting on October 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

### VICE PRESIDENTS

Dr. Kristin Mallory  
Ms. Jen Sandt

### STUDENTS/STAFF/ GUESTS

Mr. Kevin Justice - Faculty  
Mr. Ryan Taylor - PKS  
Mr. James Mayberry - PKS  
Ms. Megan Smith - Staff  
Ms. Stacey Reid - Staff

### ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCES

Ms. Karen Berkheimer

### EXECUTIVE DIRECTOR OF THE FOUNDATION AND DIRECTOR OF DEVELOPMENT

Ms. Stefanie Rider - Absent

### DEAN OF ENROLLMENT MANAGEMENT AND STUDENT SERVICES

Ms. Amanda Messatzzia - Absent

### DEAN OF STUDENT SUCCESS

Dr. Kimberly Purvis

### CHIEF INFORMATION OFFICER

Mr. Ayman Idress

### EXECUTIVE ASSOCIATE TO THE PRESIDENT

Ms. Lori Hazel

### PRESIDENT, WORCESTER COUNTY COMMISSIONERS, LIAISON

Mr. Chip Bertino

## WICOMICO COUNTY EXECUTIVE, LIAISON

Ms. Julie Giordano – Absent

## ROLL CALL

Ms. Lori Hazel took roll and recorded.

## AUDIT REPORT WITH PRESENTATION

Mr. Ryan Taylor and Mr. James Mayberry with PKS provided the FY 24 Audit Report with a PowerPoint presentation. Mr. Taylor and Mr. Mayberry were pleased to announce Wor-Wic has once again received an unmodified audit, which is the highest level of opinion a Certified Public Accountant can give.

## MINUTES

A motion was made to approve the September 12, 2024, meeting minutes by Ms. Kim Gillis and seconded by Ms. Anna Newton once the minutes were amended with the correct date. The motion passed unanimously.

## INTRODUCTIONS OF NEW FACULTY AND/OR ADMINISTRATORS

Dr. Kristin Mallory shared that Dr. Rachel K. Rogers, has joined Wor-Wic's nursing department as faculty.

## REPORTS TO THE BOARD

### *Treasurer's Report*

Ms. Jennifer Sandt reported tuition and fees revenue is approximately \$55,000 below last August. Due to Cade Funding this year, the State revenue is \$255,000 less than last August. Overall revenues are trending \$160,000 less than this time last year. Salaries and fringe benefits are about \$96,000 higher and contracted services are \$660,000 higher than last August.

### *Purchases Greater than \$50,000 not formally bid*

Ms. Jennifer Sandt provided a report of FY25. September purchases over \$50,000 that were not formally bid. They were purchased through a consortium or sole source.

### *Update on Student Success and Wellness Center*

Ms. Jennifer Sandt shared a PowerPoint presentation on the new Student Wellness Center. Preparation of Part I & II of programming is underway with a draft due to the college in early February from our consultant, WRA. Ms. Sandt shared the master plan with the location of the Center, and also provided an alternative location for the building on campus. If it were decided to relocate the building to a different location than what has been approved, the revised location would need approval by the board of trustees.

WRA and Jen Sandt led Focus groups on campus last week to discuss the vision and goals of the building and to provide input and feedback regarding the spaces and departments that would reside in the building. Focus groups included employees and students.

### *Enrollment Report*

Dr. Kimberly Purvis provided the enrollment report on behalf of Ms. Amanda Messatzzia. As of October 15, 2024, we have a total headcount of 2,933, with MD FTEs being 677.52, making out total FTEs 714.28. Based on Fall 2023 frozen file, the current enrollment of 2,933 students is up 295 students, which is 11.2%, and MD FTEs are up 53.29 or 8.5%, making total FTEs up 51.55 or 7.8%.

There are 640 dual enrolled students this Fall from 15 high schools. This number is up by 133 students from the Fall 2023 term.

### President's Report

Dr. Casey shared her appreciation for the wonderful inauguration event the board of trustees hosted in her honor, and also thanked Mr. Kim Gillis, and Palmer and Sandy Gillis for hosting the Celebration of Philanthropy that evening at their home in Ocean City, Maryland. Dr. Casey also thanked the co-chairs of the inauguration committee, Ms. Lori Hazel, and Ms. Stefanie Rider for such a successful event.

Sub-committees scheduled many different events throughout the month of September, starting with the All-Staff Professional Development Day on Friday, September 6, 2024. In the next few weeks, there were volunteer opportunities for faculty, staff, and students at Diakonia, Habitat for Humanity, Food Drive, and Beach Clean Up to name a few. There were two great events held on campus; a STEAMposium that focused on the talents of our science, technology, engineering, arts and math students, and a Community Arts Showcase Event (CASE) that hosted artists from around our region.

Dr. Kristin Mallory visited Link Bank to draw two winners of the Link Bank/Wor-Wic Community College scholarship award; this scholarship will provide free tuition, books, and a new laptop.

Dr. Mallory also participated in the CCBC Earning College Credit for CE Workforce Zoom meeting on September 23, 2024, with the entire Wor-Wic taskforce on credit for prior learning.

Wor-Wic Community College is the only community college in the United States to be awarded a Disabilities Grant in the amount of \$5million.

On September 18, 2024, Dr. Casey, Dr. Mallory, and Ms. Sandt attended the Wicomico County Legislative Breakfast on September 18, 2024.

Ms. Stefanie Rider submitted information about the success of the 5K Hero Run. Attended the CFES meeting on 10/11/24, and the Ryan Memorial Golf Tournament.

Dr. Casey is attending the U.S. Scholar in the United States-France International Education Administrators program.

The French Embassy graciously invited Wor-Wic to attend the 60<sup>th</sup> Anniversary Celebration.

A copy of the full president's report is available.

### BOARD OF TRUSTEES ACTION

The board of trustees were asked to consider and approve the following action items:

1. Approve and accept the Treasurer's Report presented.
2. Accept and approve the FY 2024 Audit as presented by PKS.

Mr. Russell Blake made a motion to approve the above-board action items, with Ms. Kim Gillis seconding the motion. The Board of Trustees unanimously approved all meeting action items.

### TRUSTEES ANNOUNCEMENTS

None

OTHER BUSINESS/PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned to a closed session at 1:30 p.m.

Respectfully submitted,

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Secretary-Treasurer

Accepted

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Morgan Hazel, Board Chair

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Date