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BOARD OF TRUSTEES

Russell W. Blake

Kimberly C. Gillis

Morgan Hazel

Martin T. Neat

Anna G. Newton

Lorraine Purnell-Ayres

PRESIDENT

Deborah Casey, Ph.D.

Board of Trustees Meeting Minutes

October 9, 2025

12:30 p.m., GTC Room 204

PRESIDENT

Dr. Deb Casey

TRUSTEES

Chair Morgan Hazel
Marty Neat
Russell Blake
Kim Gillis
Lorraine Purnell-Ayres - Absent
Anna Newton
Bill Turner

VICE PRESIDENTS

Jen Sandt
Dr. Michael Hutmaker
Dr. Deirdra Johnson
Dr. Karie Solembrino

GUESTS

Dr. Stacey Hall
Dr. Mustapha Habibi
Christian Jennette
Matthew Bohler
Jean Cadet
Rocco Giammatei
James Mayberry
Ryan Taylor
Megan Smith
Stacey Reid

ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCES

Karen Berkheimer

EXECUTIVE DIRECTOR OF THE FOUNDATION AND DEVELOPMENT

Stefanie Rider

CHIEF INFORMATION OFFICER

Ayman Idress

EXECUTIVE ASSOCIATE TO THE PRESIDENT

Lori Hazel

PRESIDENT, WORCESTER COUNTY COMMISSIONERS, LIAISON

Chip Bertino

WICOMICO COUNTY EXECUTIVE, LIAISON

Julie Giordano - Absent
Laurie Carter attended on Ms. Giordano's behalf.

CELEBRATING SUCCESS

Dr. Stacey Hall, Dean of STEM, attended the board meeting to celebrate the work of Dr. Mustapha Habibi and his students, Christian Jennette, Matthew Bohler, Jean Cadet and Rocco Giammatei. Dr. Habibi and his students are competing with other college teams from across the country for an opportunity to design, build and mount an experiment on a sounding rocket as part of the NASA RockSat program. Dr. Habibi, Assistant Professor of Physical Sciences, is the faculty advisor to the students. They are all STEM Engineering majors.

INTRODUCTION OF NEW HIRES

There were no new hires this month.

AUDIT PRESENTATION

James Mayberry and Ryan Taylor with PKS and Associates provided the FY 25 audit presentation. Both were pleased to announce Wor-Wic received an unmodified audit, which is the highest level of opinion given by a Certified Public Accountant. This result reflects the college's commitment to sound financial practices and transparency in its operations.

ROLL CALL

Lori Hazel took roll and documented accordingly.

APPROVAL OF MINUTES

A motion was made to approve the September meeting minutes by Kim Gillis and seconded by Russ Blake. The motion passed unanimously.

PRESENTATION OF ELLUCIAN CLOUD IMPLEMENTATION

Ayman Idrees, Chief Information Officer, provided a PowerPoint presentation to explain the benefits of moving our ERP system to the Cloud. One major benefit would be that all the responsibility would be on the vendor going forward, therefore, saving Wor-Wic time and money. He highlighted how this transition would allow internal IT resources to focus on strategic priorities rather than routine maintenance and troubleshooting. Additionally, the cloud solution offers enhanced scalability and security features, ensuring the system can adapt to future needs while protecting sensitive data.

TREASURERS REPORT

Jen Sandt reported that tuition and fees collected at the end of August are almost \$328,000 less than last August, primarily due to the transition to a single summer term ending in the FY 25 fiscal year. Enrollment numbers have not been finalized for the Fall 2025 term; current enrollment is indicating a 4 to 5% increase from last Fall. The college received the first of four FY 26 revenue allocations from the State in August. Total revenues through August are similar for FY 25 and FY 26 year-to-date.

Salary and fringe benefits are up approximately \$176,000 more than last year. Salary increases and an increase in medical expenses are what have attributed to this rise in costs.

PURCHASES OVER \$50,000 NOT FORMALLY BID

Jen Sandt shared the purchases over \$50,000 that were not required to be formally bid.

PREVIEW FOR CURRICULUM PROPOSALS

Dr. Karie Solembrino provided a PowerPoint presentation for the 2025-2026 academic year. The new curriculum development and evaluation will be focused on a student-centered approach focusing on transfer for success, enrollment and sustainability, industry and local needs, articulation agreements and academic planning. There will be course modifications made where needed, new program proposals for STEM and Health Professions as well as a few program suspensions due to a decline in need or low enrollment. Dr. Solembrino shared the next steps will be to finalize the curriculum proposals, complete the necessary MHEC report and will bring the proposals to the board of trustees for approval on November 13, 2025. Once approved by the board of trustees and signed the president and vice presidents the curriculum proposals will be submitted to MHEC no later than November 17, 2025.

STANDING REPORTS

ENROLLMENT REPORT

Dr. Michael Hutmaker shared the enrollment report, providing a full copy of the report to the board of trustees, liaisons, and executive leadership team.

Total FTE's for Fall 2025 are 955.48
Total Credit Headcount for Fall 2025 is 3,045
Total CEWD Headcount July – September 2025 is 2,280
Total Headcount for Fall 2025 is 5,325
Dual Enrollment Headcount for Fall 2025 is 714

PRESIDENT'S REPORT

Dr. Deb Casey reported that trustees Kim Gillis, Anna Newton and Bill Turner joined her at the ASPEN Collaborative in Washington, DC last month and asked them to share their thoughts and experiences. All three were overwhelmingly happy they attended and gained the knowledge and experience to bring back and share with remaining board of trustees to take Wor-Wic Community College forward.

Dr. Solembrino shared that the NASA RockSAT team submitted their Intent to Fly form. A grant initiation form to apply for a Maryland Space Grant consortium activity grant to support the project was approved.

Approximately 30 employees attended the 2-hour Intro to Budgeting professional development course held on Sept. 24, as part of the Leadership Development Series.

Wor-Wic will be part of the CUNY ASAP replication project as part of Governor Moore's \$20 million in new funding under the Maryland Partnership for Proven Programs.

Wor-Wic's Mental Health Team proactive outreach actively embeds wellness services through initiatives such as the *Counselor's Corner* meet-and-greet sessions (2 sessions per week), BetterMynd telehealth raffles, Narcan training, educational information sessions, and drop-in study skills tables.

The Development Office will launch the Foundation's annual appeal in late November. This is our largest mailing campaign and will include the *Report to the Community*, a magazine designed for donors and friends of the college.

Wor-Wic College was recently awarded a one-time grant of \$35,000 from the U.S. Department of State IDEAS Program. One of the goals of the IDEAS Program is to increase the number of students gaining international experiences through study abroad opportunities. This program will allow Wor-Wic's students to expand their interests and opportunities through global education. The funds awarded will be used to hire a part-time Coordinator of Global Education for twelve months. The coordinator will develop global education procedures and policies, which will be submitted to the Board of Trustees for approval. Additionally, this individual will identify international opportunities for students.

A full report was provided to the board of trustees.

BOARD OF TRUSTEES ACTION ITEMS REQUEST FOR APPROVAL

1. FY 25 Audit Report by PKS
2. Treasurer's Report

ITEMS TO BE BROUGHT TO THE BOARD OF TRUSTEES FOR APPROVAL IN NOVEMBER

Dr. Solembrino will bring curriculum proposals to the board for approval as presented.

Jen Sandt will bring Ellucian Cloud Implementation to the board for approval per presentation provided by Mr. Ayman Idrees.

TRUSTEES ANNOUNCEMENTS

None

OTHER BUSINESS/PUBLIC COMMENT

None

ADJOURNMENT

Respectfully submitted,

X

Deborah Casey, Ph.D.
Board of Trustees Secretary-Treasurer

Accepted

X

Morgan Hazel
Board of Trustees Chair