

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, April 24, 2023 – 4:00 p.m.
Polk State Winter Haven Campus, WST 126

Dr. Angela M. Garcia Falconetti called the April 24, 2023, District Board of Trustees meeting to order at 4:00 p.m.

Members Present: Ms. Ashley Bell Barnett, Mr. Greg Littleton, Ms. Teresa Martinez, and Ms. Cindy Hartley Ross

Members Absent:

Special Recognition: Dr. Angela Garcia Falconetti

Agenda:

Ms. Ross moved, seconded by Ms. Martinez, to approve the agenda for April 24, 2023. All members voted affirmatively.

Consent Agenda Items: Ms. Cindy Baker

- a. **Payroll Distribution for February and March 2023** – Approved on consent agenda. Board action is required.
- b. **Expenditure Summary for February and March 2023** – Approved on consent agenda. Board action is required.
- c. **Tangible Personal Property Deletions for April 2023** – Approved on consent agenda. Board action is required.
- d. **Personnel Actions Report for February and March 2023** – Approved on consent agenda. Board action is required.

Ms. Bell Barnett moved, seconded by Ms. Martinez, to approve the consent agenda items for February, March, and April 2023. All members voted affirmatively.

Those items included under the Consent section are self-explanatory and are not expected to require discussion before action. Items will be enacted by one motion. If discussion is desired by any Board member on any item, the item should be identified and removed from the Consent agenda for separate action.

Approval of Board Minutes

- a. **February 28, 2023, Board Minutes**

Ms. Bell Barnett moved, seconded by Ms. Ross to approve the February 28, 2023, Board minutes. All members voted affirmatively.

President's Report – Dr. Angela Garcia Falconetti
President's Self-Evaluation to the Board

- a. In anticipation of the Board's annual evaluation of the President each May, Dr. Falconetti provided a hard copy of her 2022-2023 Self-Evaluation to the Board for review and consideration.

Legislative Update

- a. Dr. Falconetti provided a brief verbal update on the current positions of the House and Senate budgets. The two budgets are expected to be reconciled through negotiations during the budget conference.
- b. **Trustee meetings in Tallahassee**
 - March 21: Trustee dinner with Polk County Legislative Delegation
 - March 22: Trustee meetings with Delegation
 - March 23: Association of Florida Colleges (AFC) Trustees Commission and Council of Presidents (COP) Joint Meeting and Legislative Reception
 - 9 a.m. – 7 p.m.
- c. **Florida College System (FCS) COP and Civics Career Academy Program in Tallahassee**
 - April 20: Civics Career Academy with Cathryn Goble-Smith, Polk State Program Director for Career Pathways for Public Service Initiative and Civics Academies
 - Participants included 11 teachers from 11 schools across Polk County
- d. **FCS and State University System (SUS) Presidents' meeting with Florida Commissioner of Education, Manny Diaz, Jr.**
 - May 22 | 1 – 4 p.m. | Miami Dade College Wolfson Campus
 - Agenda: AA/AS transfer strategy
- e. **Commissioner's Dual Enrollment Summit with Superintendents and FCS Presidents**
 - May 23 | 8:30 a.m. - 3:30 p.m. | Miami Dade College Wolfson Campus

Presentation: Northeast Ridge (Haines City) Campus Architect

- a. Animated design concept presentation made by partnering architects:
 - Tim Hoeft, Managing Principal, Straughn Trout Architects
 - Mr. Hoeft shared that the next phase will include true floor plans
 - Not able to attend was Alan Stilts, Partner, Higher Education Regional Manager, PBK Architects

Selected Events and Initiatives

- a. **Critical Position Searches**
 - **Provost, Academic Affairs and Workforce Education:**
 - Chair, Reggie Webb, Senior Vice President of Student Services and Campus Operations

- Co-Chair, Dr. Martha Santiago, Interim Provost, Academic Affairs and Workforce Education
 - In-person finalist interviews occurred April 5-6
- **Vice President, Human Resources:**
 - Chair, Lonnie Thompson, Chief Diversity Officer and Title IX Coordinator
 - Co-Chair, Tamara Sakagawa, Vice President, Communications and Public Affairs
 - In-person finalist interviews are scheduled for May 1, 2, & 8
- **Dean, Nursing**
 - An offer to one of the Dean of Nursing candidates is pending
- b. **Classification & Compensation Study**
 - Classification and Compensation Study Workgroup meeting #3 occurred on April 13
- c. **Upcoming Events**
 - **May Commencement Ceremonies**
 - Thursday, May 4, 2023
 - 10:30 a.m. and 6:30 p.m. | RP Funding Center
 - Distinguished Alumnus and Foundation Board member Bo Boyte will speak during the 10:30 a.m. ceremony.
 - Trustee Bell Barnett will speak during the 6:30 p.m. ceremony.
 - **Phi Theta Kappa (PTK) 2023 All-Florida Academic Team Awards Ceremony**
 - March 31 | 11 a.m. | Orlando
 - Dr. Falconetti represented the Florida College System Presidents
 - Professor Penny Morris, Beta Upsilon Upsilon, Lakeland Campus Chapter Advisor
 - Professor Anthony Cornett, Xi Pi, Winter Haven Campus Chapter Advisor
 - 2023 All-Florida Academic Team members from Polk State
 - Nicolas Chalise
 - Thien Ong
 - Michelle Watts
 - **Professional Development Day 2023**
 - Hosted 2023 Professional Development Day (PDD) *We Are One!* for all Polk State faculty and staff. PDD is an opportunity for the Polk State family to come together and share best practices.
 - Opening Keynote Address: “The Journey” – The Honorable Joe G. Tedder, Polk County Tax Collector

- Closing Keynote Address: “Listening to Lead” – Dr. Daryl Ward and Mrs. Julie Ward, Leading Points Consulting

d. Community Involvement

- **Winter Haven Chamber of Commerce – 2022-2023 Chair**
 - Chaired April 24 Board meeting
- **Florida Department of Juvenile Justice (DJJ)**
 - DJJ State Advisory Group (SAG)
 - Quarterly SAG meeting occurred on April 17 in Tampa
 - SAG Executive Committee meeting occurred virtually on April 6
 - Talent, Leadership, and Culture (TLC) Subcommittee meeting will occur virtually on June 7. Appointed as Chair of committee.
- **Florida College System Risk Management Consortium (FCSRMC) OPS Committee**
 - Incoming Chair of OPS Committee
 - Next FCSRMC OPS Committee meeting is on May 19 in Lake Mary

e. Highlights of Selective Successes and Positive News

- *The Ledger* Editorial: “Polk State Prioritizes Haines City Campus for 2023 Legislative Session”

Attorney’s Report:

Mr. Wilson asked the Board to review today’s Presidential Self-Evaluation in preparation of receiving an electronic evaluation form from his office via email tomorrow. He emphasized that the electronic evaluation form would include instructions for completion and must be returned directly to him by the provided deadline. Mr. Wilson will compile the evaluations into a summary report, which he will present during the May 25 DBOT meeting for formal adoption by the Board. The adopted evaluation summary report will then be sent to the Florida Department of Education.

Business Services Action Items:

a. Polk State College Financial Audit - June 2022 – Ms. Cindy Baker

Ms. Baker presented and recommended approval of the Polk State College Financial Audit - June 2022.

Ms. Martinez moved, seconded by Ms. Bell Barnett, to approve the Polk State College Financial Audit - June 2022. All members voted affirmatively.

b. Faculty Employment Contract Renewals for 2023-2024 – Ms. Cindy Baker

Ms. Baker presented and recommended approval of the Faculty Employment Contract Renewals for 2023-2024.

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve the Faculty Employment Contract

Renewals for 2023-2024. All members voted affirmatively.

c. Faculty Employment Contract Renewals – Collegiate High Schools for 2023-2024 – Ms. Cindy Baker

Ms. Baker presented and recommended approval of the Faculty Employment Contract Renewals – Collegiate High Schools for 2023-2024.

Ms. Ross moved, seconded by Ms. Bell Barnett, to approve the Faculty Employment Contract Renewals – Collegiate High Schools for 2023-2024. All members voted affirmatively.

d. Faculty Employment Contract Renewals – College Administrators and Professional Technical Staff for 2023-2024 – Ms. Cindy Baker

Ms. Baker presented and recommended approval of the Faculty Employment Contract Renewals – College Administrators and Professional Technical Staff for 2023-2024.

Ms. Bell Barnett moved, seconded by Ms. Martinez, to approve the Faculty Employment Contract Renewals – College Administrators and Professional Technical Staff for 2023-2024. All members voted affirmatively.

Business Services Informational Items: Ms. Cindy Baker and Mr. Reggie Webb

a. Investment Interest Comparison for February 2023 – Ms. Baker presented and reviewed the College's Investment Interest Comparison for February 2023 for the Board's information. No Board action required.

b. Budget Amendment Summary for February 2023 – Ms. Baker presented and reviewed the Budget Amendment Summary for February 2023 for the Board's information. No Board action required.

c. Financial Statements for February 2023 – Ms. Baker presented and reviewed the Financial Statements for February 2023 for the Board's information. No Board action required.

d. Capital Project Status Report for April 2023 – Mr. Webb presented and reviewed the Capital Project Status Report for April 2023 for the Board's information. No Board action required.

e. Collegewide Comprehensive Safety Inspection, Fiscal Year 2022-2023 – Mr. Webb presented and reviewed the Collegewide Comprehensive Safety Inspection, Fiscal Year 2022-2023 for the Board's information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

**a. Annual Review and Approval of Changes to Polk State College Mission Statement –
Dr. Mary Clark**

Dr. Clark presented and recommended approval of the Annual Review and Changes to Polk State College Mission Statement.

Ms. Martinez moved, seconded by Ms. Ross, to approve the Annual Review and Changes to Polk State College Mission Statement. All members voted affirmatively.

**b. Annual Review and Approval of Changes to Polk State College Vision Statement –
Dr. Mary Clark**

Dr. Clark presented and recommended approval of the Annual Review and Changes to Polk State College Vision Statement.

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve the Annual Review and Changes to Polk State College Vision Statement. All members voted affirmatively.

**c. Polk State Lakeland Gateway to College Collegiate High School Request of Name
Change – Dr. Mary Clark**

Dr. Clark presented and recommended approval of the Polk State Lakeland Gateway to College Collegiate High School Request of Name Change.

Ms. Bell Barnett moved, seconded by Ms. Martinez, to approve the Polk State Lakeland Gateway to College Collegiate High School Request of Name Change. All members voted affirmatively.

**d. Polk State Lakeland Gateway to College Collegiate High School Request for Grade
Structure Change – Dr. Mary Clark**

Dr. Clark presented and recommended approval of the Polk State Lakeland Gateway to College Collegiate High School Request for Grade Structure Change.

Ms. Bell Barnett moved, seconded by Ms. Martinez, to approve the Polk State Lakeland Gateway to College Collegiate High School Request for Grade Structure Change. All members voted affirmatively.

Academic and Student Services Informational Items:

None.

Collegiate High School Report

**a. Polk State Lakeland Gateway to College Collegiate High School 2023
Recruitment/Enrollment Plan – Dr. Meesha Downing-Townsend**

Dr. Downing-Townsend provided an update on Polk State Lakeland Gateway to College Collegiate High School's 2023 Recruitment/Enrollment Plan for the Board's information.

**b. Polk State Lakeland Collegiate High School 2023 Recruitment/Enrollment Plan – Mr.
Rick Jeffries**

Mr. Rick Jeffries provided an update on Polk State Lakeland Collegiate High School's 2023 Recruitment/Enrollment Plan for the Board's information.

First Reading Board Rules (No action required):

None.

Second Reading Board Rules (Final Approval):

None.

Board Discussion:

Each Trustee acknowledged the success of the Night of Legacy gala that occurred on April 13.

Adjournment:

Having no further business, the meeting adjourned at 5:03 p.m.



Mr. Greg Lileton
DBOT Chair



Date



Dr. Angela M. Garcia Falconetti
President



Date