

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, August 28, 2023 – 4:00 p.m.
Polk State Winter Haven Campus, WST 126

Dr. Angela M. Garcia Falconetti called the August 28, 2023, District Board of Trustees meeting to order at 4:00 p.m.

Members Present: Ms. Ann Barnhart, Ms. Ashley Bell Barnett, Ms. Teresa Martinez, Ms. Cindy Hartley Ross, and Mr. Ashley Troutman

Members Absent: Mr. Greg Littleton

Special Recognition: Dr. Angela Garcia Falconetti

- **New Trustees: Ann Barnhart and Ashley Troutman – appointed by the Governor on June 30**
- **Dr. Amy Bratten, Provost, Academic Affairs and Workforce – first day was July 10**
- **Ms. Stacey Cary, Vice President, Human Resources – first day was July 31**

Agenda:

Ms. Bell Barnett moved, seconded by Mr. Troutman, to approve the agenda for August 28, 2023. All members voted affirmatively.

District Board of Trustees Reorganization

a. Election of 2023-2024 Chair and Vice Chair

Ms. Bell Barnett moved, seconded by Ms. Barnhart, to approve the election of Ms. Martinez as 2023-2024 Chair. All members voted affirmatively.

Ms. Barnhart moved, seconded by Mr. Troutman, to approve the election of Ms. Ross as 2023-2024 Vice Chair. All members voted affirmatively.

b. Resolution #788 Signature Facsimile (FY 2023-2034)

Mr. Troutman moved, seconded by Ms. Bell Barnett, to approve Resolution #788 Signature Facsimile (FY 2023-2024). All members voted affirmatively.

c. Resolution #789 Signature Facsimile Personnel (FY 2023-2024)

Ms. Bell Barnett moved, seconded by Ms. Barnhart, to approve Resolution #789 Signature Facsimile Personnel (FY 2023-2024). All members voted affirmatively.

d. Proposed 2023-2024 DBOT Meeting Schedule

Ms. Bell Barnett moved, seconded by Ms. Barnhart, to approve Proposed 2023-2024 DBOT Meeting Schedule. All members voted affirmatively.

Consent Agenda Items: Ms. Cindy Baker

- a. **Payroll Distribution for June 2023** – Approved on consent agenda. Board action is required.
- b. **Payroll Distribution for July 2023** – Approved on consent agenda. Board action is required.
- c. **Tangible Personal Property Deletions for August 2023** – Approved on consent agenda. Board action is required.
- d. **Personnel Actions Report for June and July 2023** – Approved on consent agenda. Board action is required.

Ms. Ross moved, seconded by Ms. Barnhart, to approve the consent agenda items for June, July, and August 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. June 26, 2023, Board Minutes

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve the June 26, 2023, Board minutes. All members voted affirmatively.

President's Report – Dr. Angela Garcia Falconetti

Fall 2023 Semester and Academic Year 2023-2024: Strong Kick-off

a. Fall Enrollment Update

b. Start of the Fall Semester Events

- **July 29, Start Right Campaign at JDA**
 - Dr. Falconetti recognized Dr. Andy Oguntola and volunteers
 - 2,432 people served
 - 780 backpacks full of school supplies given out in 1 hour and 10 minutes
 - 75 haircuts (8 barbers)
 - 165 volunteers
- **August 3, First Flight Freshmen Welcome**
 - Dr. Falconetti recognized Cate Igo and success coaches
 - 130 faculty and staff volunteers
 - Winter Haven Campus with 350 students attending
- **August 4, First Flight Freshmen Welcome**
 - Lakeland Campus with 400 students attending
- **August 8-9, New Faculty Orientation**

- Dr. Falconetti recognized Interim Dean Kim Thompson (WH) and Lisa Rosa, Professor, English
- **August 10, Convocation 2023 – A Brighter Future**
 - Dr. Falconetti shared the program with the Board
 - 8 a.m. breakfast and 8:45 a.m. program in the Winter Haven Health Center
- **August 10, College-wide Faculty Meeting**
- **August 12, All Adjunct Faculty Meeting**
- **August 14, First Day of Classes (First Days event August 14-15)**
- **August 19, Education Program PEP Rally**
- **August 21 + 23 Welcome Back Socials (Winter Haven and Lakeland campuses): OCPA**
 - August 21 at 2 p.m. in WST 126
 - August 23 at 2 p.m. in LAC 1133
- **August 28 (today), Welcome Week, SGA Meet & Greet (thank student leaders!)**

President’s Leadership Institute (PLI)

- **PLI Graduation Class II | August 1 | CPS**
- **PLI Class III Meet & Greet | September 22 | WST 126**

Board and Community Involvement

- a. **University of South Florida – FUSE President’s Breakfast & MOU Renewal Signing**
 - USF Main Campus | September 14 | 8-10 a.m.
- b. **News Service of Florida – City & State’s Inaugural Above & Beyond Gala**
 - September 19 | 6 p.m. | Donald L. Tucker Civic Center, Tallahassee
- c. **Winter Haven Chamber of Commerce – 2022-2023 Board Chair**
 - Annual Meeting/Celebration of Winter Haven | September 21 | Nora Mayo Hall
 - Passed the gavel as outgoing Board Chair
- d. **Polk Vision – 2022-2024 Board Chair**
 - Hosted Annual Meeting as Chair | August 16 | AdventHealth Field House
- e. **Florida Department of Juvenile Justice (DJJ)**
 - DJJ State Advisory Group (SAG)
 - Quarterly SAG meeting | October 30 | Orlando
 - Toured Polk County Halfway House | July 17 | Bartow with Secretary Eric Hall and Deputy Secretary Adrienne Campbell
 - SAG Executive Committee
 - Virtual meeting | TBD
 - Talent, Leadership, and Culture (TLC) Subcommittee (Chair)
 - Virtual meeting | TBD
- f. **Florida Chamber Foundation Board**
 - Board of Trustees meeting | October 24 | Orlando
- g. **Education Commission of the States, Commissioner**
 - Attended National Forum on Education Policy | July 11-13 | Minneapolis
 - 1 of 7 U.S. Commissioners; only college president; no superintendents

h. Lakeland Chamber Board of Directors

- Nominated to serve on Board of Directors

Florida College System Council of Presidents

- Co-Chair COP Communications
- Vice-Chair Florida Risk Management Consortium Ops Committee – completed one year of service as vice-chair

2023-2024 Audit

- Florida Auditor General’s Annual Audit Entrance Conference | September 12
- Mr. Littleton to serve as Board liaison for audit
- Meetings with each Board member prior to September 25 DBOT meeting

Trustee Professional Development

- 2023 Florida Charter School Governance Conference**
 - September 9 | in Jacksonville | Remote option available
- Association of Florida Colleges (AFC) Trustees Commission Legislative Conference**
 - January 22, 2024 | Tallahassee
- Association of Community College Trustees (ACCT) National Legislative Summit**
 - February 4-7, 2024 | Las Vegas

Highlights of Selective Successes and Positive News

- *Florida Trend* July 2023 issue (Polk County Education, Polk County Health, and Polk County People to Know)
- HealthSearch Partners Success Story “For Polk State College’s New Dean of Nursing Timing Was Everything” - Dr. Deleise Wilson article
- *The Lakeland* “Innovation in Education” issue featuring Meet the Presidents

Attorney’s Report:

a. Annual Conflict of Interest Statement

Mr. Wilson distributed an annual Conflict of Interest Statement for the Board’s review. He asked if anyone had any questions about the statement to please reach out to him. He requested that each Board member sign the statement and return it to Christine Lee.

Business Services Action Items:

a. Salary Schedule Changes for August 2023 and FY 2023-2024 Salary Schedules – Ms. Cindy Baker, Dr. Mary Clark, Dr. Amy Bratten, and Dr. Angela Garcia Falconetti

1. Dr. Mary Clark and Dr. Amy Bratten presented and recommended approval of Polk State College Collegiate High Schools’ Compensation Increases for FY 2023-2024.

- To align with Polk County Public Schools salary schedule based on the position and years in the position.

- ii. To increase all Polk State College Collegiate High School teachers' salaries by 5% who taught in Academic Year 2022-2023, using TSIA funds.
- iii. To provide a \$1,000 performance-based increase for all Polk State College Collegiate High School teachers. All teachers have been designated as (Highly Effective).

Mr. Troutman moved, seconded by Ms. Barnhart, to approve the Approval of Polk State College Collegiate High Schools' Compensation Increases for FY 2023-2024. All members voted affirmatively.

- 2. Dr. Mary Clark and Dr. Amy Bratten presented and recommended approval for Polk State Collegiate High Schools to add 10th grade, enrolling 10th through the 12th grades as such:**
- i. Polk State Lakeland Collegiate High School and Polk State Chain of Lakes Collegiate High School: In Academic Year 2024-2025.
 - ii. Polk State Lakeland Gateway to College Collegiate High School: In Academic Year 2025-2026.

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve for Polk State Collegiate High Schools to add 10th grade, enrolling 10th through the 12th grades. All members voted affirmatively.

3. Dr. Garcia Falconetti presented and recommended approval to Increase Full-Time Regular Faculty Overload Compensation.

- i. Aligns with adjunct faculty hourly increase approved by the DBOT during its June 26, 2023, meeting.
- ii. The proposal includes retroactive compensation of one month to align with the full-time regular faculty contracts that began this month.

Ms. Barnhart moved, seconded by Mr. Troutman, to approve Increase Full-Time Regular Faculty Overload Compensation. All members voted affirmatively.

4. Ms. Cindy Baker presented and recommended approval of the Salary Schedule Changes for August 2023.

Ms. Ross moved, seconded by Ms. Bell Barnett, to approve the Salary Schedule Changes for August 2023. All members voted affirmatively.

b. Approval of Revised Capital Improvement Program (CIP), FY 2022-23 through FY 2026-27 – Mr. Reggie Webb

Mr. Webb presented and recommended approval of the Approval of Revised Capital Improvement Program (CIP), FY 2022-23 through FY 2026-27.

Mr. Troutman moved, seconded by Ms. Bell Barnett, to approve the Approval of Revised Capital Improvement Program (CIP), FY 2022-23 through FY 2026-27. All members voted affirmatively.

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

- a. **Investment Interest Comparison for June 2023** – Ms. Baker presented and reviewed the College’s Investment Interest Comparison for June 2023 for the Board’s information. No Board action required.
- b. **Investment Interest Comparison for July 2023** – Ms. Baker presented and reviewed the College’s Investment Interest Comparison for July 2023 for the Board’s information. No Board action required.
- c. **Budget Amendment Summary for June 2023** – Ms. Baker presented and reviewed the Budget Amendment Summary for June 2023 for the Board’s information. No Board action required.
- d. **Budget Amendment Summary for July 2023** – Ms. Baker presented and reviewed the Budget Amendment Summary for July 2023 for the Board’s information. No Board action required.
- e. **Financial Statements for July 2023** – Ms. Baker presented and reviewed the Financial Statements for July 2023 for the Board’s information. No Board action required.
- f. **Capital Project Status Report for July and August 2023** – Mr. Webb presented and reviewed the Capital Project Status Report for July and August 2023 for the Board’s information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

- a. **Polk State Chain of Lakes Collegiate High School Charter Renewal Proposal – Dr. Mary Clark and Ms. Patrice Bryant-Thigpen**

Ms. Bryant-Thigpen presented and recommended approval of the Polk State Chain of Lakes Collegiate High School Charter Renewal Proposal.

Ms. Bell Barnett moved, seconded by Ms Barnhart, to approve the Polk State Chain of Lakes Collegiate High School Charter Renewal Proposal. All members voted affirmatively.

Academic and Student Services Informational Items:

None.

Collegiate High School Report

**a. Polk State Lakeland Collegiate High School 2023-24 Demographics/Enrollment Plan
– Mr. Rick Jeffries**

Mr. Rick Jeffries provided an update on Polk State Lakeland Collegiate High School's 2023-24 Demographics/Enrollment Plan for the Board's information.

First Reading Board Rules (No action required):
None.

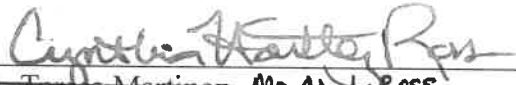
Second Reading Board Rules (Final Approval):
None.

Board Discussion:

Board members congratulated Ms. Martinez and Ms. Ross on their appointments as Chair and Vice Chair, respectively. Ms. Barnhart expressed honor and enthusiasm for joining the Board and reflected on her time as a nursing instructor at what was then Polk Community College. Mr. Troutman echoed Ms. Barnhart's sentiments and gave thought and consideration to the history and roots of the College.

Adjournment:

Having no further business, the meeting adjourned at 5:15 p.m.


Mr. Tereza Martinez Ms. Cindy Ross 9/25/2023
DBOT ~~Chair~~ ~~Vice Chair~~ Date


Dr. Angela M. Garcia Falconetti 9/25/2023
President Date