

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, November 26, 2018 – 4:00 p.m.
Winter Haven Campus, WST 126

Dr. Angela M. Garcia Falconetti called the November 26, 2018, District Board of Trustees meeting to order at 4:05 p.m.

Members Present: Ms. Ashley Bell Barnett, Mr. Dan Dorrell, Mr. Greg Littleton, Ms. Teresa Martinez, and Mr. Mark Turner

Members Absent: Ms. Cindy Ross

Student Spotlight: Jasmine Thomas, Winter Haven Campus

Foundation Special Recognitions: Ms. Tracy Porter

Dr. Falconetti recognized and thanked Foundation Board Chair, Mr. Gary Boyer, for his service. Ms. Porter introduced Mr. Boyer to speak about today's special recognition. Mr. Boyer acknowledged a \$558,972 gift from BayCare | Winter Haven Hospital for scholarships and programs. He then introduced President of Winter Haven Hospital, Mr. Steve Nierman, who briefly addressed the Board and acknowledged the symbiotic relationship between Winter Haven Hospital and Polk State College. He noted the critical importance of the College's Nursing and other Health Sciences programs to the hospital.

Special Recognitions: Dr. Angela M. Garcia Falconetti

Dr. Falconetti acknowledged the Exceptional Leaders with Innovative Talents and Excellence (ELITE) Class XII of 2018-19. The ELITE program, established in 2007, is a professional and leadership development program for full-time employees. She then introduced Ms. Val Baker, Polk State College's Director of Equity and Diversity, to introduce ELITE Class XII as follows:

ELITE Class XII

Meesha Downing, Assistant Principal, Polk State Lakeland Gateway to College Collegiate High School, Charter High Schools, Lakeland

Matthew Lenihan, Coordinator, College Allegiance for Advanced Manufacturing (CAAM), Polk State Corporate College, Advanced Technology Center, Bartow

Mary Beth Shapiro, Program Coordinator, Professional Development, Polk State Corporate College, Advanced Technology Center, Bartow

Agenda:

Mr. Turner moved, seconded by Ms. Martinez, to approve the agenda for November 26, 2018. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for October 2018** – Approved on consent agenda. Board action is required.
- b. **Expenditure Summary for October 2018** – Approved on consent agenda. Board action is required.

- c. **Tangible Personal Property Deletions for November 2018** – Approved on consent agenda. Board action is required.
- d. **Personnel Actions Report for October 2018** – Approved on consent agenda. Board action is required.
- e. **Salary Schedule Changes for November 2018** – Approved on consent agenda. Board action is required.

Mr. Littleton moved, seconded by Mr. Turner, to approve the consent agenda items for October/November 2018. 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. **October 10, 2018, Retreat Minutes**

Ms. Barnett moved, seconded by Ms. Martinez, to approve the October 10, 2018, Retreat minutes. All members voted affirmatively.

- b. **October 22, 2018, Board Minutes**

Mr. Turner moved, seconded by Ms. Barnett, to approve the October 22, 2018, Board minutes. All members voted affirmatively.

President's Report

- a. Dr. Falconetti distributed copies of the November/December 2018 issue of "What's up?" which lists recent and current happenings at Polk State College.
- b. Dr. Falconetti thanked the Board members for their participation during the various Inauguration Week activities, including the 4 p.m. Investiture Ceremony on November 15. She provided an overview of the week's festivities and thanked several Polk State faculty and staff members for their support in ensuring that the events were a great success. She highlighted that donations to the scholarship in her name exceeded \$155,000.
- c. Dr. Falconetti shared that the ELITE program (partnership between Polk State College and Polk County Schools) received the Florida College System's (FCS) Chancellor's Best Practice Award. Dr. Falconetti added that FCS Chancellor Madeline Pumariega had recently resigned from her position.
- d. Dr. Falconetti congratulated Polk State Chain of Lakes and Lakeland Collegiate high schools on their designations as "Schools of Excellence" for the 2nd consecutive year.

- e. Dr. Falconetti announced faculty member Bill Caldecutt as newly-elected President of Faculty Senate.
- f. Dr. Falconetti shared that the College is preparing the for 2019 Legislative Session and that she will be discussing the College's proposed Legislative Agenda with Chairman Dorrell very soon.
- g. Spring 2019 enrollment is underway and the first day of classes is January 4.
- h. The College's 119th Commencement Ceremony will occur on Thursday, December 13, 6:30 p.m. at the RP Funding Center in Lakeland.

Attorney's Report:

None.

Business Services Action Items:

a. Adjunct and Overload Pay Rate – Mr. Peter Elliott

Mr. Elliott presented and recommended approval of the Adjunct and Overload Pay Rate increase.

Ms. Martinez moved, seconded by Mr. Turner, to approve the Adjunct and Overload Pay Rate increase.

b. Polk State College Foundation Annual Plan of Work – Ms. Tracy Porter

Ms. Porter presented and recommended approval of the Polk State College Foundation Annual Plan of Work. She reminded the Board of the updated operating agreement between the Foundation Board and the College, in which annually, the Foundation must submit a plan of work including a proposed budget. Additionally, the Foundation's Executive Director will attest that the Foundation, during the current year, has complied with Board Rule 2.22, Polk State College Foundation, and with the provisions of the operating agreement.

Mr. Littleton moved, seconded by Mr. Turner, to approve the Polk State College Foundation Annual Plan of Work. All members voted affirmatively.

Business Services Informational Items: Mr. Peter Elliott

- a. **Investment Interest Comparison for October 2018** – Mr. Elliott presented and reviewed the College's Investment Interest Comparison for October 2018. No Board action required.
- b. **Budget Amendment Summary for October 2018** – Mr. Elliott presented and reviewed the Budget Amendment Summary for October 2018 for the Board's information. No Board action required.
- c. **Financial Statements for October 2018** – Mr. Elliott presented and reviewed the Financial Statements for October 2018 for the Board's information. No Board action required.

- d. **Project Status Report, College-Wide for November 2018** – Mr. Elliott presented and reviewed the Project Status Report, College-Wide for November 2018 for the Board’s information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

None.

Academic & Student Services Informational Items:

None.

Collegiate High School Report:

- a. **Polk State Lakeland Collegiate High School Accountability Plan (Charter) Performance Targets for 2018-2019 Academic Year – Mr. Rick Jeffries**
Mr. Jeffries provided an overview of Lakeland Collegiate High School’s (CHS) performance targets and performance outcomes. He noted that CHS uses its SAT and ACT scores to measure performance against the district (Polk County) and state scores. The average SAT and ACT scores of the graduating class as a whole, as well as the average(s) for each subgroup, exceeded the scores for Polk County and Florida in reading and math. In science, CHS uses the ACT scores and again scored above district and state levels. The accountability plans for writing and social studies reflect the percentage of Polk State College’s English Composition (ENC 1101) and U.S. History (AMH 1010) enrollees completing the course with a “C” or higher and/or earning course credit will exceed 90%. CHS’ actual performance was such that 99% of ENC 1101 enrollees earned a “C” or higher and 97% of AMH 1010 enrollees earned course credit.

First Reading Board Rules (No action required):

None.

Second Reading Board Rules (Final Approval):

- a. **DBOT Rule 5.16, Compliance with the Consultants’ Competitive Negotiation Act – Mr. Peter Elliott**

Mr. Elliott presented and recommended approval of the revised DBOT Rule 5.16, Compliance with the Consultants’ Competitive Negotiation Act.

Mr. Littleton moved, seconded by Mr. Turner, to approve the revised DBOT Rule 5.16, Compliance with the Consultants’ Competitive Negotiation Act.

Board Discussion:

All the Trustees expressed how much they enjoyed the Inauguration Week activities.

Adjournment:

Having no further business, the meeting adjourned at 4:45 p.m.



Mr. Dan Dorrell
DBOT Chair

Date

 1/30/19

Dr. Angela M. Garcia Falconetti
President

Date