

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, January 27, 2020 – 4:00 p.m.
Polk State College Winter Haven Campus, WST 126

Dr. Angela M. Garcia Falconetti called the January 27, 2020, District Board of Trustees meeting to order at 4:04 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 Hartley Ross

Student Spotlight: Ms. Ellie Peguero, Biochemistry Major, Winter Haven Campus

Foundation Special Recognitions: Ms. Tracy Porter

Dr. Falconetti introduced Ms. Tracy Porter to speak about the special recognition. Ms. Porter introduced Polk State Foundation Board Chair Brent Parrish. Mr. Parrish acknowledged a gift from Citizens Bank & Trust in the amount of \$163,495 for scholarships and programs. Mr. Parrish introduced Mr. Littleton, President and CEO of Citizens Bank and Trust. Mr. Littleton briefly addressed the Board about the tremendous return on investment from donating to Polk State. He shared his long-term relationship with the College as a current Board member and as a former student.

Special Recognitions: Dr. Angela M. Garcia Falconetti

- a. Vice Chair Ross for being elected as Vice Chair of the Association of Florida College's (AFC) Trustees Commission Executive Board
- b. Mr. Littleton, whose Greater Winter Haven Chamber of Commerce podcast "It's Happenin' in the Haven" episode aired today
- c. Ms. Susan Desbrow, the College's new Director of Student Enrollment Services and Registrar, who was introduced by Vice President of Student Services Reggie Webb

Agenda:

Mr. Littleton moved, seconded by Mr. Dorrell, to approve the agenda for January 27, 2020. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for November 2019** – Approved on consent agenda. Board action is required.
- b. **Payroll Distribution for December 2019** – Approved on consent agenda. Board action is required.
- c. **Expenditure Summary for November 2019** – Approved on consent agenda. Board action is required.

- d. **Expenditure Summary for December 2019** – Approved on consent agenda. Board action is required.
- e. **Tangible Personal Property Deletions for January 2020** – Approved on consent agenda. Board action is required.
- f. **Personnel Actions Report for November and December 2019** – Approved on consent agenda. Board action is required.
- g. **Salary Schedule Changes for January 2020** – Approved on consent agenda. Board action is required.

Mr. Dorrell moved, seconded by Mr. Turner, to approve the consent agenda items for November and December 2019 and January 2020. 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. December 2, 2019, Board Minutes

Ms. Barnett moved, seconded by Mr. Dorrell, to approve the December 2, 2019, Board minutes. All members voted affirmatively.

President's Report

a. 2020 Legislative Update

1. January 7, Council of Presidents meeting with Education Commissioner Richard Corcoran in Tampa
2. January 15-16, AFC Trustees Commission Legislative Conference in Tallahassee with Chair Martinez and Vice Chair Ross; Materials from the Trustee Commission conference were distributed to the Board for their information
3. January 15, Legislative Delegation dinner in Tallahassee
4. January 28, Polk County Day in Tallahassee to meet with newly appointed Chancellor of the Division of Workforce and Adult Education Henry Mack and to attend the Polk County Day Reception; Representing Polk State during the Greater Winter Haven and Lakeland Area chambers of commerce Capitol Connection event will be Director of Communications Madison Fantozzi and JD Alexander Center Director Dr. Andy Oguntola
5. February 9-12, Association of Community College Trustees National Legislative Summit in Washington, D.C., with Chair Martinez and Vice Chair Ross

b. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Preparation

1. January 22-23, SACSCOC Vice President Dr. Nuria Cuevas visit to the College to discuss and better prepare for the College's SACSCOC Reaffirmation Committee on-site visit October 26-28 and the role of the District Board of Trustees during this on-site review
2. February 7, SACSCOC consultant Silver & Associates tentative visit to the College
3. February 18-20, serving on SACSCOC on-site review team of another institution in Georgia
4. March 2, Compliance certification must be received by SACSCOC

c. Information Items

1. January 4, House Majority Event with members of the House and House Higher Education Appropriations Chair Travis Cummings
2. January 11, Guest lecture with Chair Martinez to doctoral students at Florida Atlantic University
3. Co-authoring a book chapter spotlighting the U.S. Model of Career and Technical Education

d. Supplementing meeting packet

- January/February 2020 issue of "What's up?" which lists recent and current happenings at Polk State College
- *The Ledger (Dr. Falconetti Guest Columnist)* article [In 2020, Polk State seeks to build on 2019 success](#)
- *Florida Department of Education Newsroom* article [What They Are Saying...Education Leaders and Stakeholders Praise Governor DeSantis as "The Education Governor"](#)
- *Blue Review* article [Art Schools That Will Change Your Life: the Top US Art Programs in 2020](#) that ranked Polk State as a top foundational art program that teaches and celebrates representational artwork. Many art schools and programs have conceptual and philosophical programming without technical or practical application. The schools listed embrace the latter. The author visited campus last semester, toured the art building, and met art students.

Attorney's Report:

Attorney Don Wilson had nothing to report.

Business Services Action Items:

a. Polk State College Financial Audit FY 2019 – Mr. Peter Elliott

Mr. Elliott noted that the Auditor General's office conducts an annual financial audit of the College and communicates the results of this audit directly to members of the Board. On December 16, 2019, the Auditor General sent the completed Audit Report from the last Fiscal Year directly to the Board. Mr. Elliott reminded the Board that this Audit Report contained no findings, no deficiencies of internal control or financial reporting, and no instances of non-compliance. In discussions with Dr. Mary Clark, VP for Institutional Effectiveness, Accreditation & Research, it was suggested that in addition to documenting that the Financial Audit is communicated directly to the Board by the Auditor General, that the final Audit Report

also be brought to the Board as an item for formal acceptance of the report.

Mr. Dorrell moved, seconded by Mr. Turner, to approve the Polk State College Financial Audit FY 2019. All members voted affirmatively.

Business Services Informational Items: Mr. Peter Elliott

- a. **Investment Interest Comparison for December 2019** – Mr. Elliott presented and reviewed the College’s Investment Interest Comparison for December 2019. No Board action required.
- b. **Budget Amendment Summary for November 2019** – Mr. Elliott presented and reviewed the Budget Amendment Summary for November 2019 for the Board’s information. No Board action required.
- c. **Budget Amendment Summary for December 2019** – Mr. Elliott presented and reviewed the Budget Amendment Summary for December 2019 for the Board’s information. No Board action required.
- d. **Financial Statements for December 2019** – Mr. Elliott presented and reviewed the Financial Statements for December 2019 for the Board’s information. No Board action required.
- e. **Project Status Report, College-Wide for December 2019 and January 2020** – Mr. Elliott presented and reviewed the Project Status Report, College-Wide for December 2019 and January 2020 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 Chain of Lakes Collegiate High School (COL) Report of Charter Goals for Academic Year** – Dr. Keith Bonney shared the results of 2018-19 (Charter) performance targets for Polk State Chain of Lakes Collegiate High School for the Board’s information. He emphasized that COL’s actual performance exceeded all accountability plan performance targets and the district and state averages in every category.

First Reading Board Rules (No action required):

None.

Second Reading Board Rules (Final Approval):

a. DBOT Rule, 1.01, Board Membership and Organization – Dr. Mary Clark

Dr. Clark presented and recommended approval of the revised DBOT Rule 1.01, Board Membership and Organization. She noted that Rule 1.01 aligns with SACSCOC policy for this area.

Mr. Littleton moved, seconded by Mr. Dorrell, to approve the revised DBOT Rule 1.01, Board Membership and Organization.

b. DBOT Rule, 2.24, Faculty Senate Constitution – Dr. Lee Thomas

Dr. Thomas presented and recommended approval of the revised DBOT Rule 2.24, Faculty Senate Constitution.

Ms. Barnett moved, seconded by Mr. Turner, to approve the revised DBOT Rule 2.24, Faculty Senate Constitution.

c. DBOT Rule 3.05, Contracts for Administration, Instructional, and Professional/Technical – Mr. Peter Elliott

Mr. Elliott presented and recommended approval of the revised DBOT Rule 3.05, Contracts for Administration, Instructional, and Professional/Technical.

Mr. Littleton moved, seconded by Ms. Barnett, to approve the revised DBOT Rule 3.05, Contracts for Administration, Instructional, and Professional/Technical.

d. DBOT Rule 4.29, College Preparatory Instruction – Mr. Reggie Webb

Mr. Webb presented and recommended approval of the revised DBOT 4.29, College Preparatory Instruction.

Mr. Turner moved, seconded by Mr. Dorrell, to approve the revised DBOT Rule 4.29, College Preparatory Instruction.

e. DBOT Rule 4.31 College Preparatory Alternatives for Career Certificate Applicants – Mr. Reggie Webb

Mr. Webb presented and recommended approval of the revised DBOT 4.31 College Preparatory Alternatives for Career Certificate Applicants.

Mr. Littleton moved, seconded by Ms. Barnett, to approve the revised DBOT Rule 4.31 College Preparatory Alternatives for Career Certificate Applicants.

f. DBOT Rule 4.33, Hazing (formerly Rule 4.16, Hazing) – Mr. Reggie Webb

Mr. Webb presented and recommended approval of the revised DBOT Rule 4.33, Hazing (formerly Rule 4.16, Hazing).

Ms. Barnett moved, seconded by Mr. Turner, to approve the revised DBOT Rule 4.33, Hazing (formerly Rule 4.16, Hazing).

g. DBOT Rule 5.04, Fundraising for Student Clubs and Polk State College Related and Community Non-Profit Organizations – Mr. Reggie Webb

Mr. Webb presented and recommended approval of the revised DBOT Rule 5.04, Fundraising for Student Clubs and Polk State College Related and Community Non-Profit Organizations.

Ms. Barnett moved, seconded by Mr. Dorrell, to approve the revised DBOT Rule 5.04, Fundraising for Student Clubs and Polk State College Related and Community Non-Profit Organizations.

Board Discussion:

Chair Martinez reminded the Board that the next DBOT meeting will be on Monday, February 24, 2020, at 4:00 p.m. in LTB 1100 on the Lakeland Campus.

Adjournment:

Having no further business, the meeting adjourned at 4:52 p.m.


Ms. Teresa Martinez Date
DBOT Chair


Dr. Angela M. Garcia Falconetti Date
President