

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, April 26, 2021 – 4:00 p.m.
Polk State Winter Haven Campus WST 126 and Teleconference

Dr. Angela M. Garcia Falconetti called the April 26, 2021, District Board of Trustees meeting to order at 4:00 p.m. Three Board members attended the April 26 DBOT meeting in person; two attended via conference call; and one did not participate. Details referenced in attendance section below. Since four in-person Board members constitutes a quorum, a meeting quorum was not achieved. The April 26, 2021, DBOT meeting was only informational in nature, with no action items being presented. All action items were tabled until the May 24, 2021, DBOT meeting. In Chair Cindy Hartley Ross' absence, Vice-Chair Ashley Bell Barnett led the meeting.

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

Members Absent: Ms. Cindy Hartley Ross

Special Recognition: Dr. Angela Garcia Falconetti

None.

Agenda:

Due to a lack of quorum, the agenda for the April 26, 2021, DBOT meeting was not formally adopted.

Consent Agenda Items: Dr. Allen Bottorff

- a. Payroll Distribution for March 2021**
- b. Expenditure Summary for March 2021**
- c. Personnel Actions Report for March 2021**

Dr. Bottorff presented the March 2021 Consent Agenda Items for the Board's information, but no voting occurred due to the lack of quorum. The March 2021 Consent Agenda Items will be presented again during May 24, 2021, DBOT meeting for approval.

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. March 29, 2021, Board Minutes**

Due to a lack of quorum, the March 29, 2021, Board Minutes were not presented for approval. The approval of the March 29, 2021, Board Minutes was tabled until the May 24, 2021, DBOT meeting.

President's Report – Dr. Angela Garcia Falconetti

- a. President's Self-Evaluation to the Board:** In anticipation of the Board's annual evaluation of the President each May, Dr. Falconetti provided a hard copy of her 2020-2021 Self-Evaluation to the Board for review and consideration. It was noted that hard copies of the self-evaluation would be delivered to the three Board members not in attendance today.

- b. Legislative Update**
 - Dr. Falconetti shared that on Friday evening, the budget chairs, Senator Kelli Stargel and Representative Jay Trumbull, came to an agreement accepting the Senate's position on higher education funding. It was agreed upon to eliminate the language regarding cuts to operational funding for Florida colleges, including the proposed \$4.4 million cut to Polk State College. Dr. Falconetti expressed gratitude for the advocacy of the Polk State District Board of Trustees and the Polk County Legislative Delegation. She added that it is critical to emphasize that while this is positive news, the budget process is not over yet. The entire budget package will be sent to the Senate President and Speaker of the House for consideration and then must be approved by both the House and Senate prior to the close of session on April 30. The Governor's passing of the budget is the final step in the process. Dr. Falconetti has asked the Business Administration and Finance Office to begin to develop the College's budget based on the current positive outlook. A DBOT Budget Workshop is planned for 3:00 p.m., immediately prior to the 4:00 p.m. regular Board meeting on May 24, 2021. Additionally, the College is developing a spending plan for the COVID relief funds and will communicate the plan once finalized.

 - Dr. Falconetti announced that Chair Ross will continue her current role as Chair of the Association of Florida Colleges (AFC) Trustees Commission in 2021-2022. In addition, Chair Ross led the 2021 Trustees Commission Virtual Legislative Conference on April 13 & 14, 2021. Dr. Falconetti represented the Florida College System Council of Presidents (COP) to present COP's 2021 Legislative Priorities & Substantive Bills.

- c. COVID Vaccine Clinic**
 - Dr. Falconetti shared information regarding a COVID-19 Vaccine Clinic for Polk State employees and their families at the Winter Haven Campus Health Center (gym) April 30.

- d. Graduation Ceremonies May 6 & 7**
 - Polk State Newsroom Press Release, "Polk State College to host three graduation ceremonies May 6 & 7" (supplementing meeting packet). Trustee Dan Dorrell has been selected as the 2021 Polk State Distinguished Alumnus and will speak during both ceremonies on May 6. Deputy City Manager for the City of Winter Haven, T.

Michael Stavres, who served as the 2020 Distinguished Alumnus, will speak during the May 7 ceremony, as in-person graduations were not held in 2020.

- Three May Commencement ceremonies will be held at the RP Funding Center as follows:
 - Thursday, May 6, at 10:00 a.m.
 - Thursday, May 6, at 6:30 p.m.
 - Friday, May 7, at 10:00 a.m.

e. Highlight of Selected Successes and Positive News (documents supplementing meeting packet)

- *The Lakelander: The Women's Issue* article titled "The Transformational Power of Education"

Attorney's Report:

Mr. Wilson asked the Board to review today's Presidential Self-Evaluation in preparation of receiving an electronic evaluation form from him via email next week. 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 24 DBOT meeting for formal adoption by the Board.

Business Services Action Items:

a. The Florida College System 2020-2021 Annual Equity Update Report – Ms. Valparisa Baker

Ms. Baker presented The Florida College System 2020-2021 Annual Equity Update Report for the Board's information and noted the April 30, 2021, deadline for submission. Due to a lack of quorum, a signature memorandum was produced to gather Board member signatures authorizing the President of Polk State College to submit the College's 2020-2021 Annual Equity Update Report to the Florida Department of Education, Division of Florida Colleges (DFC) by the required April 30, 2021, due date.

b. 2021-2022 Faculty Employment Contract Renewals – Dr. Allen Bottorff

Due to a lack of quorum, the 2021-2022 Faculty Employment Contract Renewals were not presented for approval. The 2021-2022 Faculty Employment Contract Renewals were tabled until the May 24, 2021, DBOT meeting.

c. 2021-2022 Faculty Employment Contract Renewals – Collegiate High Schools – Dr. Allen Bottorff

Due to a lack of quorum, the 2021-2022 Faculty Employment Contract Renewals – Collegiate High Schools were not presented for approval. The 2021-2022 Faculty Employment Contract Renewals – Collegiate High Schools were tabled until the May 24, 2021, DBOT meeting.

d. 2021-2022 Employment Contracts – Administrator and Professional Technical Employees – Dr. Allen Bottorff

Due to a lack of quorum, the 2021-2022 Employment Contracts – Administrator and Professional Technical Employees were not presented for approval. The 2021-2022 Employment Contracts – Administrator and Professional Technical Employees were tabled until the May 24, 2021, DBOT meeting.

Business Services Informational Items: Dr. Allen Bottorff

- a. Investment Interest Comparison for March 2021 – Dr. Bottorff presented and reviewed the College’s Investment Interest Comparison for March 2021. No Board action required.**
- b. Budget Amendment Summary for March 2021 – Dr. Bottorff presented and reviewed the Budget Amendment Summary for March 2021 for the Board’s information. No Board action required.**
- c. Financial Statements for March 2021 – Dr. Bottorff presented and reviewed the Financial Statements for March 2021 for the Board’s information. No Board action required.**
- d. Capital Project Status Report for March 2021 – Dr. Bottorff presented and reviewed the Capital Project Status Report for March 2021 for the Board’s information. No Board action required.**

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

- a. Deactivation of Computed Tomography Advanced Technical Certificate – Dr. Orathai Northern**

Due to a lack of quorum, the Deactivation of Computed Tomography Advanced Technical Certificate was not presented for approval. The Deactivation of Computed Tomography Advanced Technical Certificate was tabled until the May 24, 2021, DBOT meeting.

Academic & Student Services Informational Items:

None.

Collegiate High School Report:

- a. Polk State Lakeland Gateway to College Collegiate High School 2021 Recruitment/Enrollment Timeline – Dr. Corey Barnes**

Dr. Barnes provided an update on Polk State Lakeland Gateway to College Collegiate High School’s 2021 Recruitment/Enrollment Timeline for the Board’s information.

First Reading Board Rules (No action required):

None.

Second Reading Board Rules (Final Approval):


None.

Board Discussion:


The next DBOT meeting will occur on Monday, May 24, 2021, commencing with a 3:00 p.m. Budget Workshop, followed by a Board meeting at 4:00 p.m. on the Polk State Lakeland Campus in LTB 1100.

Adjournment:

Having no further business, the meeting adjourned at 4:35 p.m.

 5/24/2021

Ms. Ashley Bell Barnett Date
DBOT Vice Chair (signed by Vice Chair as
Chair Cindy Ross was absent from meeting)

 5/24/2021

Dr. Angela M. Garcia Falconetti Date
President