

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, June 28, 2021 – 4:00 p.m.
Polk State Winter Haven Campus WST 126 and Teleconference

Dr. Angela M. Garcia Falconetti called the June 28, 2021, District Board of Trustees meeting to order at 4:02 p.m.

Members Present: Mr. Greg Littleton, Ms. Teresa Martinez, Ms. Cindy Hartley Ross, and Mr. Mark Turner

Members Absent: Ms. Ashley Bell Barnett and Mr. Dan Dorrell

Special Recognition: Dr. Angela Garcia Falconetti
None.

Agenda:

Mr. Turner moved, seconded by Ms. Martinez, to approve the agenda for June 28, 2021. All members voted affirmatively.

Consent Agenda Items: Dr. Allen Bottorff

- a. **Payroll Distribution for May 2021** – Approved on consent agenda. Board action is required.
- b. **Expenditure Summary for May 2021** – Approved on consent agenda. Board action is required.
- c. **Personnel Actions Report for May 2021** – Approved on consent agenda. Board action is required.

Mr. Littleton moved, seconded by Mr. Turner, to approve the consent agenda items for May 2021. 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. May 24, 2021, Board Minutes

Mr. Turner moved, seconded by Ms. Martinez, to approve the May 24, 2021, Board minutes. All members voted affirmatively.

b. May 24, 2021, Budget Workshop Minutes

Mr. Turner moved, seconded by Ms. Martinez, to approve the May 24, 2021, Budget Workshop minutes. All members voted affirmatively.

President's Report – Dr. Angela Garcia Falconetti

a. Legislative Update:

- The Legislature approved the General Appropriations Act (SB 2500), appropriating an overall budget of \$101.5 billion which takes effect July 1, 2021.
- Governor DeSantis signed the \$101.5 billion budget on June 2, 2021.
- The final GAA yielded an increase for Florida colleges of \$87 million (+6.85%) over the 2020-21 operating budget.
- The program funds demonstrate an increase of \$64 million (or +5.19%).
- The budget included \$23.5 million dedicated to Polk State.
 - \$5 million in recurring operational funds
 - \$2.2 million in Public Education Capital Outlay (PECO) funding for campus-wide safety and security enhancements
 - \$16.3 million in state COVID-19 relief funds to address renovations to Building 4 on the Winter Haven Campus
- As a follow-up to a request by Chair Ross during the May 24 DBOT Budget Workshop, Dr. Falconetti asked Dr. Bottorff to provide a funding analysis comparison between the Florida College System and the State University System.
- On June 24, Dr. Falconetti participated in the Governor's signing of House Bill 1507: Workforce Related Programs and Services at Hillsborough Community College. Elements of HB 1507 include:
 - The creation of the Office of Reimagining Education and Career Help (REACH) in the Executive Office of the Governor. The Director of the REACH Office is required to be appointed by the Governor.
 - Money Back Guarantee Program requires each school district and Florida College System institution, beginning in the 2022-2023 Academic Year, to refund the cost of tuition to students who are not able to find a job within 6 months of successful completion of select workforce related programs.
 - Requires the Board of Governors and the State Board of Education to conduct a statistically valid biennial data-driven gap analysis of the healthcare workforce. The analysis must provide 10-year trend information on nursing education programs.
 - Credential Review Committee and Master Credentials List: The bill centralizes identification and designation of credentials of value by requiring the CareerSource state board to appoint a Credentials Review Committee to identify non-degree credentials and degree credentials of value for approval by the CareerSource state board and inclusion in a Master Credentials List. Dr. Orathai Northern will serve on the Credentials Review Committee.

b. Florida College System Council of Presidents (COP):

- Dr. Falconetti attended the June 17-18 COP meetings in Orlando.

- Day 1 activities included: Legislative Reception attended by Rep. Sam Killebrew, Rep. Melony Bell, and Aides for Sen. Kelli Stargel, Rep. Josie Tomkow, and Rep. Colleen Burton.
 - Day 2 activities included: COP Policy & Advocacy Committee meeting and the passing of the COP Chair gavel from President Joe Pickens to President Falconetti during the COP public meeting.
- c. Report on Return to Campus and Class Modality**
- College staff and faculty will return to campus by August 2.
 - Dr. Falconetti presented fall term class modality data as of June 22 as prepared by Dr. Mary Clark.
- d. Highlight of Selected Successes and Positive News (documents supplementing meeting packet)**
- *Polk Newsroom* press release “Polk State College achieves reaffirmation of accreditation by SACSCOC”

Attorney’s Report:

Mr. Wilson noted that although he had nothing to report, he reminded the Board that during its last meeting on May 24, 2021, the Board approved and adopted the President’s 2021 Annual Contract as it was written. The 2021 contract will be effective on July 1, 2021. However, the Board also appointed Mr. Littleton to conduct a review of the President’s contract as it relates to compensation. Mr. Littleton shared that after obtaining information from Dr. Bottorff and Mr. Wilson, he had three recommendations to bring before the Board for approval:

- a 3.4% increase in salary that mirrors the 3.4% increase in College-wide base salary also being approved during today’s meeting
- an increase from \$1,000 to \$1,500 monthly to assist with automobile and local mileage travel expenses
- the addition of a \$19,500 annual contribution to a qualified tax-advantage employee retirement savings plan for the benefit of the President, as directed by the President

Ms. Martinez moved, seconded by Mr. Turner, to approve the Recommended Revisions to the President’s 2021 Contract.

Business Services Action Items:

a. Student Tuition and Standard Fees 2021-22 – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Student Tuition and Standard Fees 2021-22.

Mr. Turner moved, seconded by Mr. Littleton, to approve the Student Tuition and Standard Fees 2021-22.

b. Operating Budget, FY 2021-22 – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Operating Budget, FY 2021-22.

Mr. Littleton moved, seconded by Ms. Martinez, to approve the Operating Budget, FY 2021-22.

c. Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2021-22 – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2021-22.

Mr. Turner moved, seconded by Ms. Martinez, to approve the Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2021-22.

d. Polk State Lakeland Collegiate High School Operating Budget, FY 2021-22 – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Polk State Lakeland Collegiate High School Operating Budget, FY 2021-22.

Mr. Turner moved, seconded by Mr. Littleton, to approve the Polk State Lakeland Collegiate High School Operating Budget, FY 2021-22.

e. Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2021-22 – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2021-22.

Mr. Turner moved, seconded by Ms. Martinez, to approve the Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2021-22.

f. Polk State College Unexpended Plant Fund Budget, FY 2021-22 – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Polk State College Unexpended Plant Fund Budget, FY 2021-22.

Mr. Littleton moved, seconded by Mr. Turner, to approve the Polk State College Unexpended Plant Fund Budget, FY 2021-22.

g. Salary Schedule Changes for June 2021 and FY 2021-22 Salary Schedule – Dr. Allen Bottorff – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Salary Schedule Changes for June 2021 and FY 2021-22 Salary Schedule – Dr. Allen Bottorff.

Ms. Martinez moved, seconded by Mr. Turner, to approve the Salary Schedule Changes for June 2021 and FY 2021-22 Salary Schedule – Dr. Allen Bottorff.

h. Capital Improvement Program (CIP-2): FY 2022-23 through FY 2026-27 – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Capital Improvement Program (CIP-2): FY 2022-23 through FY 2026-27.

Mr. Turner moved, seconded by Ms. Martinez, to approve the Capital Improvement Program (CIP-2): FY 2022-23 through FY 2026-27.

i. Accounts Receivable Delinquent Accounts – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of the Accounts Receivable Delinquent Accounts.

Mr. Littleton moved, seconded by Ms. Martinez, to approve the Accounts Receivable Delinquent Accounts.

j. Disposal of Capital Software (Jenzabar) – Dr. Allen Bottorff

Dr. Bottorff presented and recommended approval of Disposal of Capital Software (Jenzabar).

Mr. Turner moved, seconded by Ms. Martinez, to approve the Disposal of Capital Software (Jenzabar).

Business Services Informational Items: Dr. Allen Bottorff

- a. Investment Interest Comparison for May 2021** – Dr. Bottorff presented and reviewed the College's Investment Interest Comparison for May 2021. No Board action required.
- b. Budget Amendment Summary for May 2021** – Dr. Bottorff presented and reviewed the Budget Amendment Summary for May 2021 for the Board's information. No Board action required.
- c. Financial Statements for May 2021** – Dr. Bottorff presented and reviewed the Financial Statements for May 2021 for the Board's information. No Board action required.
- d. Capital Project Status Report for May 2021** – Dr. Bottorff presented and reviewed the Capital Project Status Report for May 2021 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 Gateway to College Collegiate High School 2021 Recruitment Results – Dr. Corey Barnes

Dr. Barnes provided an update on the Polk State Lakeland Gateway to College Collegiate High School 2021 Recruitment Results for the Board's information.

b. Polk State Lakeland Collegiate High School 2021 Recruitment Results – Mr. Rick Jeffries

Mr. Jeffries provided an update on the Polk State Lakeland Collegiate High School 2021 Recruitment Results 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, August 23, 2021, at 4:00 p.m. on the Polk State Winter Haven Campus in WST 126.

Adjournment:

Having no further business, the meeting adjourned at 5:00 p.m.

 9/27/2021

Ms. Cynthia Hartley Ross
DBOT Chair

Date

 9/27/2021

Dr. Angela M. Garcia Falconetti
President

Date