

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, August 28, 2017 – 4:00 p.m.
Lakeland Campus, LTB-1100

Dr. Angela Garcia Falconetti called the August 28, 2017 District Board of Trustees meeting to order at 4:00 p.m.

Members Present: Mr. Dan Dorrell, Ms. Teresa Martinez, Ms. Cindy Ross, and Mr. Mark Turner

Members Absent: Mr. Greg Littleton

Student Spotlight: Ms. Ketsia Mendez, BAS in Supervision and Management, Lakeland campus

Foundation Special Recognitions: Ms. Tracy Porter

Ms. Porter introduced Bonnie Parker, Polk State College Foundation Board Chair. Ms. Parker acknowledged a cumulative donation of \$22,000 from Melinda Harrison, former Polk State College Foundation Board Chair and COO of Watson Clinic. She described Ms. Harrison as a wonderful advocate for the College and a difference-maker. Ms. Harrison briefly address the Board, emphasizing the valuable role that the College plays within the community and acknowledged the opportunity to serve as both a privilege and gratifying experience.

Special Recognitions: Dr. Angela M. Garcia Falconetti

Dr. Falconetti introduced current Winter Haven Student Government Association President Gonzalo Gutierrez and acknowledged his recent selection as the Chancellor's Clark Maxwell Scholar June Student of the Month, an award bestowed upon him by the Florida College System Foundation. Dr. Falconetti and Tracy Porter, District VP Institutional Advancement and Executive Director of the Foundation, presented Mr. Gutierrez with a certificate for outstanding academic achievement, leadership, and commitment and service to community from Florida College System Chancellor Madeline Pumariega.

Dr. Falconetti briefly recognized the 13 participants of the College's Emerging Leaders Professional Series (ELPS) Class II for their successful graduation from the nine-month leadership program and expressed gratitude with the opportunity to address the group at the ELPS Closing Retreat and Symposium in July. Dr. Falconetti introduced Director, Office of Equity and Diversity, Val Baker. Ms. Baker then directed Class II of Emerging Leaders Professional Series to stand up and be recognized:

Denise Andreu, Director, Risk Management and Safety
Megan Cavanah, Professor of Mathematics
Barry Collins, Instructional Technology Technician III, Technology Services
Elba Concepcion, Administrative Assistant II, Technology Services
Nixsa Cruz-De Witt, Administrative Assistant II, Equity & Diversity
Gregory George, Desktop Administrator, Technology Services
Kyle Kniffin, Network Technology Engineer, Technology Services
Matthew Lenihan, Coordinator, Corporate College Programs, CAAM
Sarah Plazak, Academic Services Specialist, Academics
Lisa Smelser, Professor of Biology
Rayla Tokarz, Librarian
Noreen Weber, Program Specialist, Contractor Safety Institute
Vernee Williams, Administrative Assistant II, Facilities

Agenda:

Mr. Dorrell moved, seconded by Ms. Ross, to approve the agenda for August 28, 2017. All members voted affirmatively.

District Board of Trustees Reorganization: Dr. Angela M. Garcia Falconetti

- a. **Election of Chair and Vice Chair** – At this time, Dr. Falconetti opened the floor for nominations for Chair for FY 2017-2018. Ms. Ross moved, seconded by Ms. Martinez, to nominate Mr. Turner as Chair. All members voted affirmatively.

Newly appointed Chairman Turner opened the floor for nominations for Vice Chair for FY 2017-2018. Ms. Martinez moved, seconded by Ms. Ross, to nominate Mr. Dorrell as Vice Chair. All members voted affirmatively.

Dr. Falconetti then addressed the Board and sent regrets on behalf of outgoing chairman Greg Littleton, who was unable to attend the meeting. She shared Mr. Littleton's gratitude toward the College's faculty and staff for their leadership and support of him in his annual service as chairman. Dr. Falconetti thanked all the Board members for their long-term and continued service to the College.

- b. **Resolution #775 – Signature Facsimile (FY 2017-2018)** – Dr. Falconetti presented and recommended approval of Board Resolution #775 – Signature Facsimile (FY 2017-2018). Mr. Dorrell moved, seconded by Ms. Martinez, to approve Resolution #775 – Signature Facsimile (FY 2017-2018). All members voted affirmatively.
- c. **Resolution #776 – Signature Facsimile Personnel (FY 2017-2018)** – Dr. Falconetti presented and recommended approval of Board Resolution #776 – Signature Facsimile (FY 2017-2018). Ms. Ross moved, seconded by Mr. Dorrell, to approve Resolution #776 – Signature Facsimile Personnel (FY 2017-2018). All members voted affirmatively.
- d. **2017-2018 Meeting Dates** – Dr. Falconetti presented and recommended approval of the 2017-2018 Meeting Dates for the District Board of Trustees. Mr. Dorrell moved, seconded by Ms. Martinez, to approve the 2017-2018 Meeting Dates for the District Board of Trustees. All members voted affirmatively.

At this time, Dr. Falconetti passed the gavel over to the new Chair, Mr. Turner, to preside over the meeting. Mr. Turner thanked the Board for the opportunity to serve as Chair.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for June 2017** – Approved on consent agenda. Board action is required.
- b. **Payroll Distribution for July 2017** – Approved on consent agenda. Board action is required.
- c. **Expenditure Summary for June 2017** – Approved on consent agenda. Board action is required.
- d. **Expenditure Summary for July 2017** – Approved on consent agenda. Board action is required.

- e. **Tangible Personal Property Deletions for August 2017** – Approved on consent agenda. Board action is required.
- f. **Personnel Actions for June and July 2017** – Approved on consent agenda. Board action is required.

Mr. Dorrell moved, seconded by Ms. Ross, to approve the consent agenda items for June and July 2017. 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

Mr. Dorrell moved, seconded by Ms. Martinez, to approve the June 26, 2017 Board minutes. All members voted affirmatively.

President's Report

Dr. Falconetti expressed gratitude for Polk State President Emerita Eileen Holden's support during the transition, strong leadership, and the legacy she left at Polk State. She also shared her enthusiasm and honor to be selected as the College's fifth president and said she looks forward to supporting faculty, staff, and students in their development. Dr. Falconetti briefly recognized and thanked the attending members of the Presidential Search Committee and all individuals who were involved with the search process. She also highlighted some of the activities during her first six weeks at the College, including a summary of College and community events she has participated in and community members she has met with. In addition, she noted that she has met with dozens of staff and faculty, with the goal of getting acquainted and to ask two questions: 1) What can we do to improve? 2) What do you think I should be focusing on during my first year as president? Dr. Falconetti also announced the upcoming College Forums that will take place on each of the College's campuses and centers in late September, which will provide an opportunity for faculty and staff to provide feedback.

- a. Dr. Falconetti distributed copies of the July/August 2017 issue of "What's up," which lists recent and current happenings at Polk State College.
- b. Dr. Falconetti distributed copies of the Upcoming Events, Graduations, and Pinning Ceremonies for September – December 2017.
- c. Dr. Falconetti distributed the August 2017 Polk State College "fast facts" infographic on whom the College serves. She shared some of the statistics contained therein and emphasized the increase of Hispanic student population from 19% to 21% since last year.
- d. Dr. Falconetti distributed a draft of the Polk State College 2018 Legislative Agenda, which highlight's the College's legislative priorities for the 2018 legislative session. She asked the Trustees to review and provide feedback, so that it might be incorporated into the final version.
- e. Dr. Falconetti distributed an announcement for the September 20 public meeting related to the Nursing Accreditation Site Visit at 4:00 p.m. in WST 126.

Attorney's Report

Attorney Don Wilson had nothing to report.

Business Services Action Items:

- a. **Approval of Resolution #777 – Reconvey the Lake Wales Arts Center to the Lake Wales Arts Council, Inc.** – Mr. Elliott presented and recommended approval of Resolution #777. Discussion ensued.

Ms. Ross moved, seconded by Mr. Dorrell, to approve the Resolution #777 – Reconvey the Lake Wales Arts Center to the Lake Wales Arts Council, Inc. All members voted affirmatively.

Business Services Informational Items: Mr. Peter Elliott

- a. **Investment Interest Comparison for June 2017** – Mr. Elliott briefed the Board on the College’s investment interest for June 2017. No Board action required.
- b. **Investment Interest Comparison for July 2017** – Mr. Elliott briefed the Board on the College’s investment interest for July 2017. No Board action required.
- c. **Budget Amendment Summary for June 2017** – Mr. Elliott presented and reviewed the Budget Amendment Summary for June 2017 for the Board’s information. No Board action required.
- d. **Budget Amendment Summary for July 2017** – Mr. Elliott presented and reviewed the Budget Amendment Summary for July 2017 for the Board’s information. No Board action required.
- e. **Financial Statements for July 2017** – Mr. Elliott presented and reviewed the Financial Report for July 2017 for the Board’s information. No Board action required.
- f. **Project Status Report, College-Wide for August 2017** – Mr. Elliott presented and reviewed the Project Status Report for August 2017 for the Board’s information. No Board action required.

Academic & Student Services Action Items: Dr. Donald Painter, Jr.

- a. **Education Abroad Programs Spring/Summer 2018** – Dr. Painter presented and recommended approval of on the Education Abroad Programs. Discussion ensued.

Ms. Ross moved, seconded by Ms. Martinez, to approve the Education Abroad Programs Spring/Summer 2018. All members voted affirmatively

Academic & Student Services Informational Items: Dr. Donald Painter, Jr.

- a. **Non-Credit Course Fees** – Dr. Painter briefed the Board on the Non-Credit Course Fees for April – June 2017. No Board action required.

Polk State Lakeland Collegiate High School and Polk State Lakeland Gateway to College Collegiate High School 2017-2018 Enrollment and Demographic Statistics: Mr. Rick Jeffries and Mr. Corey Barnes

Mr. Jeffries provided an update on the Polk State Lakeland Collegiate High School fall enrollment statistics and demographics. He stated that enrollment is the highest ever at 303 students, and noted that due to the school’s high-achieving status, they were allowed to increase enrollment. Mr. Jeffries shared that for the first time, all incoming students will now be required to take an SLS class, which is designed to provide intense college skills preparation,

get students engaged early in the school culture, and has a community service component that partners with United Way of Central Florida. Mr. Jeffries also shared that he will be taking 40-45 students to New York City in May.

Mr. Barnes provided an update on the Polk State Lakeland Gateway to College Collegiate High School fall enrollment statistics and demographics. He stated that enrollment is the highest ever at 219 students, with an additional 32 waitlisted students. Mr. Barnes noted that only 31% of Gateway's students are male and they are developing ways to increase this demographic. He attributed the gap to males wanting to participate in athletics, so they are looking for creative ways to communicate to potential students that they can participate in athletics at a public high school, while still attending Gateway for the academic component. In addition, Mr. Barnes acknowledged that 13 current students are on track to graduate in December.

First Reading Board Rules (No action required):

None.

Second Reading Board Rules (Final Approval):


None.

Board Discussion:

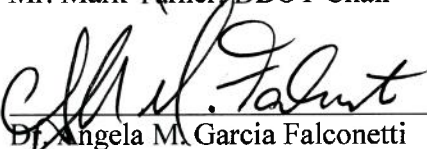
The Trustees each expressed their excitement to serve under the leadership of Dr. Falconetti.

Adjournment:

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



Mr. Mark Turner, DBOT Chair Date 9/25/17



Dr. Angela M. Garcia Falconetti Date 9/25/17
President