

**MINUTES  
POLK STATE COLLEGE  
District Board of Trustees Meeting  
Monday, June 24, 2019 – 4:00 p.m.  
Polk State College Winter Haven Campus, WST 126**

Dr. Angela M. Garcia Falconetti called the June 24, 2019, 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:** Ms. Ashley Bell Barnett and Mr. Greg Littleton

**Student Spotlight:** Ms. Laura Davis, Respiratory Care student, Lakeland Campus

**Foundation Special Recognitions: Ms. Tracy Porter**

Dr. Falconetti introduced Ms. Tracy Porter to speak about today's special recognition. Ms. Porter introduced Polk State Foundation Board Chair Brent Parrish. Mr. Parrish acknowledged a cumulative gift of \$33,765 from Mrs. Sarah Jane Alexander and her late husband Mr. John R. Alexander for scholarships and programs. He noted Mr. Alexander's legacy and critical role on the Foundation Board of Directors, the creation of the President's Circle, and the formerly titled Clays for Courts, which was renamed the John R. Alexander Memorial Clays Classic in 2019. Mrs. Alexander briefly addressed the Board and expressed the joy and privilege it has been to support Polk State College and its students.

**Special Recognitions: Dr. Angela M. Garcia Falconetti**

Dr. Falconetti briefly acknowledged the College's 2019 National Institute for Staff and Organizational Development (NISOD) Excellence Award Recipients:  
Christopher Amato, Instructional Technologist  
Yulonda Bell, Associate Dean, Student Services (WH Campus)  
Chasity Branham, Professor of Criminal Justice

**Agenda:**

Ms. Ross moved, seconded by Mr. Turner, to approve the agenda for June 24, 2019. All members voted affirmatively.

**Consent Agenda Items: Mr. Peter Elliott**

- a. **Payroll Distribution for May 2019** – Approved on consent agenda. Board action is required.
- b. **Expenditure Summary for May 2019** – Approved on consent agenda. Board action is required.
- c. **Tangible Personal Property Deletions for June 2019** – Approved on consent agenda. Board action is required.

- d. **Personnel Actions Report for May 2019** – Approved on consent agenda. Board action is required.

Ms. Martinez moved, seconded by Mr. Turner, to approve the consent agenda items for May and June 2019. 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 20, 2019, Board Minutes**

Ms. Ross moved, seconded by Ms. Martinez, to approve the May 20, 2019, Board minutes. All members voted affirmatively.

- b. **May 20, 2019, Budget Workshop Minutes**

Mr. Turner moved, seconded by Ms. Ross, to approve the May 20, 2019, Budget Workshop minutes. All members voted affirmatively.

### **President's Report**

- a. Dr. Falconetti distributed copies of the June/July 2019 issue of "What's up?" which lists recent and current happenings at Polk State College.
- b. Dr. Falconetti distributed the 2019 President's Circle report to the Board members for their information.
- c. Dr. Falconetti distributed the June 2019 issue of *El Trompetista*, which included a story about Congressman Darren Soto's visit to Polk State, to the Board members for their information.
- d. Dr. Falconetti shared that Education Commissioner Richard Corcoran will be meeting with the Council of Presidents (COP) in Orlando on July 15 to continue collaborating on funding and selected policy areas that would support a Florida College System legislative budget request (LBR) and policy agenda that could be promoted for the 2020 session. On July 16, Chancellor Kathryn Hebda will be touring several of Polk State's campuses and centers and will meet with various students, faculty, staff, and Trustees. On July 17, Polk State will host the State Board of Education (SBOE) meeting on the Lakeland Campus in LTB 1100 and both Commissioner Corcoran and Chancellor Hebda will be in attendance. Dr. Falconetti and Chairman Dorrell will provide a welcome at the SBOE meeting. In addition, at the request of Chairman Dorrell, Dr. Falconetti looks to secure a meeting

with Commission Corcoran during his visit to Polk County July 16-17. Dr. Falconetti will provide exact meeting times and locations to the Trustees as they are confirmed.

- e. Dr. Falconetti shared that she attended the Florida Chambers Learners to Earners Workforce Summit on June 18 & 19 in Orlando. She emphasized that the Summit was a great opportunity to learn more about the Chamber's efforts in workforce development and to explore additional state-level resources in apprenticeship training.
- f. Dr. Falconetti shared that the Polk State College Network BBQ for Polk State students and alumni who are LEGOLAND Florida Resort employees will occur on June 27. She noted that since the 2015 inception of the Polk State College LEGOLAND Florida Resort Internship Program, 60 students have participated.
- g. Dr. Falconetti introduced College Lobbyist Derek Whitis to address the Board on the results of the 2019 Legislative Session and his prediction for next session. He summarized that Polk State received \$1.25 million in operational support, plus an additional \$2.5 million in operating funds survived potential veto by the Governor. These funds, titled *Polk State Access to Academic and Workforce Programs*, preserve access to higher education in rural southeast Polk County through the Polk State JD Alexander Center, the College's Lake Wales Campus. Discussion ensued about how projects are pulled out of the budget and become subject to line-item veto.

When asked to comment about Public Education Capital Outlay (PECO) funding, Mr. Whitis stated that there is a backlog of \$500 million in PECO projects due to the non-pursuit of a bond referendum to fund them. Polk State did not receive any PECO funding for specific projects or general maintenance.

When asked to comment on the status of Trustee appointments, Mr. Whitis reported that he has had several discussions with staff in the Governor's Appointments Office. They have advised that they expect the Governor to act on appointments through the summer. They further advised that Trustees should be guided by the advice of their General Counsel regarding whether they can or should continue to serve in the interim period. Mr. Wilson then commented that his office has opined that the Trustees are able to serve in their role as Trustees until such time as the Governor reappoints or replaces them or the 2020 Senate adjourns sine die.

**Attorney's Report:**

**a. President's Contract**

Attorney Don Wilson reminded the Board members that their very positive annual evaluation of Dr. Falconetti in May automatically triggered the three-year renewal of the President's employment contract through June 30, 2022. He reported that there was only one change made to the President's contract: the date was changed from 2018 to 2019.

Ms. Martinez moved, seconded by Mr. Turner, to approve Dr. Falconetti's employment contract

as presented. All members voted affirmatively.

**Business Services Action Items:**

**a. Florida College System 2018-2019 Annual Equity Update Report – Ms. Val Baker**

Mr. Turner moved, seconded by Ms. Ross, to approve the Florida College System 2018-2019 Annual Equity Update Report. All members voted affirmatively.

**b. Standard Tuition and Fees 2019-2020 – Mr. Peter Elliott**

Ms. Ross moved, seconded by Ms. Martinez, to approve the Standard Tuition and Fees 2019-2020. All members voted affirmatively.

**c. Operating Budget, FY 2019-2020 – Mr. Peter Elliott**

Ms. Martinez moved, seconded by Mr. Turner, to approve the Operating Budget, FY 2019-2020. All members voted affirmatively.

**d. Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2019-2020 – Mr. Peter Elliott**

Ms. Ross moved, seconded by Mr. Turner, to approve the Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2019-2020. All members voted affirmatively.

**e. Polk State Lakeland Collegiate High School Operating Budget, FY 2019-2020 – Mr. Peter Elliott**

Ms. Ross moved, seconded by Ms. Martinez, to approve the Polk State Lakeland Collegiate High School Operating Budget, FY 2019-2020. All members voted affirmatively.

**f. Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2019-2020 – Mr. Peter Elliott**

Mr. Turner moved, seconded by Ms. Martinez, to approve the Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2019-2020. All members voted affirmatively.

**g. Polk State College Unexpected Plant Fund Budget, FY 2019-2020 – Mr. Peter Elliott**

Ms. Ross moved, seconded by Ms. Martinez, to approve the Polk State College Unexpected Plant Fund Budget, FY 2019-2020. All members voted affirmatively.

**h. Salary Schedule Changes for June 2019 – Mr. Peter Elliott**

No changes to the Salary Schedule have occurred this month that require Board approval. However, annually the Polk State Salary Schedule is presented to the Trustees for review and approval.

Ms. Ross moved, seconded by Mr. Turner, to approve the Polk State Salary Schedule for June 2019. All members voted affirmatively.

**i. Approval of the Capital Improvement Program (CIP): FY 2020-21 through FY 2024-25– Mr. Peter Elliott**

Mr. Turner moved, seconded by Ms. Ross, to approve the Capital Improvement Program (CIP): FY 2020-21 through FY 2024-25. All members voted affirmatively.

**j. Annual Physical Inventory Report – Mr. Peter Elliott**

Ms. Ross moved, seconded by Ms. Martinez, to approve the Annual Physical Inventory Report. All members voted affirmatively.

**Business Services Informational Items: Mr. Peter Elliott**

- a. Investment Interest Comparison for May 2019 – Mr. Elliott presented and reviewed the College's Investment Interest Comparison for May 2019. No Board action required.**
- b. Budget Amendment Summary for May 2019 – Mr. Elliott presented and reviewed the Budget Amendment Summary for May 2019 for the Board's information. No Board action required.**
- c. Financial Statements for May 2019 – Mr. Elliott presented and reviewed the Financial Statements for May 2019 for the Board's information. No Board action required.**
- d. Project Status Report, College-Wide for June 2019 – Mr. Elliott presented and reviewed the Project Status Report, College-Wide for June 2019 for the Board's information. No Board action required.**

**Items Removed from the Consent Agenda:**

None.

**Academic & Student Services Action Items:**

**a. 2019-2020 College Credit and EPI Lab Fees – Mr. Steve Hull**

Ms. Ross moved, seconded by Ms. Martinez, to approve the 2019-2020 College Credit and EPI Lab Fees. All members voted affirmatively.

**b. 2019-2020 IPS Lab Fees – Mr. Steve Hull**

Mr. Turner moved, seconded by Ms. Martinez, to approve the 2019-2020 IPS Lab Fees. All members voted affirmatively.

**Academic & Student Services Informational Items:**

**a. Non-Credit Course Fees – Mr. Steve Hull**

Mr. Hull presented and reviewed the College's Non-Credit Course Fees for April-June 2019 for the Board's information. No Board action required.

**Collegiate High School Report:**

None.

**First Reading Board Rules (No action required):**

None.

**Second Reading Board Rules (Final Approval):**

**a. DBOT Rule 1.01, Board Membership and Organization – Mr. Elliott presented and recommended approval of the revised DBOT Rule 1.01, Board Membership and Organization.**

Ms. Ross moved, seconded by Mr. Turner, to approve the revised DBOT Rule 1.01, Board Membership and Organization. All members voted affirmatively.

**b. DBOT Rule 1.02, Board Meetings – Mr. Elliott presented and recommended approval of the revised DBOT Rule 1.02, Board Meetings.**

Ms. Martinez moved, seconded by Mr. Turner, to approve the revised DBOT Rule 1.02, Board Meetings. All members voted affirmatively.

**c. DBOT Rule 1.03, Duties and Powers of the Board – Mr. Elliott presented and recommended approval of the revised DBOT Rule 1.03, Duties and Powers of the Board.**

Ms. Ross moved, seconded by Mr. Turner, to approve the revised DBOT Rule 1.03, Duties and Powers of the Board. All members voted affirmatively.

- d. DBOT Rule 1.07, Trustee Performance Standards** – Mr. Elliott presented and recommended approval of the revised DBOT Rule 1.07, Trustee Performance Standards.

Mr. Turner moved, seconded by Ms. Martinez, to approve the revised DBOT Rule 1.07, Trustee Performance Standards. All members voted affirmatively.

- e. DBOT Rule 1.09, Authority to Sign Contracts** – Mr. Elliott presented and recommended approval of the revised DBOT Rule 1.09, Authority to Sign Contracts.

Ms. Ross moved, seconded by Ms. Martinez, to approve the revised DBOT Rule 1.09, Authority to Sign Contracts. All members voted affirmatively.

- f. DBOT Rule 1.10, Selection and Appointment of the College President** – Mr. Elliott presented and recommended approval of the revised DBOT Rule 1.10, Selection and Appointment of the College President.

Mr. Turner moved, seconded by Ms. Ross, to approve the revised DBOT Rule 1.10, Selection and Appointment of the College President. All members voted affirmatively.

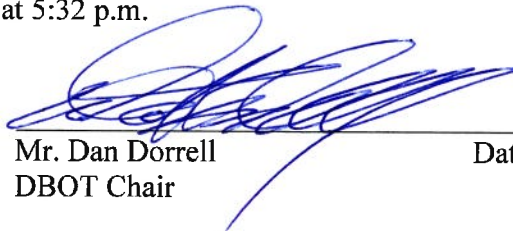
- g. DBOT Rule 2.04, Organization** – Mr. Elliott presented and recommended approval of the revised DBOT Rule 2.04, Organization.

Ms. Martinez moved, seconded by Mr. Turner, to approve the revised DBOT Rule 2.04, Organization. All members voted affirmatively.

**Board Discussion:**

**Adjournment:**

Having no further business, the meeting adjourned at 5:32 p.m.

  
Mr. Dan Dorrell  
DBOT Chair

Date 8/26/19

  
Dr. Angela M. Garcia Falconetti  
President

Date 8/29/19