

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, August 22, 2022 – 4:00 p.m.
Polk State Winter Haven Campus, WST 126

Dr. Angela M. Garcia Falconetti called the August 22, 2022, District Board of Trustees meeting to order at 4:00 p.m.

Members Present: Ms. Ashley Bell Barnett, Mr. Dan Dorrell, Mr. Greg Littleton, Ms. Teresa Martinez, and Ms. Cindy Hartley Ross

Members Absent:

Special Recognition: Dr. Angela Garcia Falconetti

Dr. Falconetti recognized outgoing Board Chair Bell Barnett for her support during her tenure this past year as Chair of the Polk State College District Board of Trustees and awarded her with a Polk State College Community Impact Award. Ms. Bell Barnett expressed gratitude and shared how honored she was to serve in this role. She also commended Dr. Falconetti and the College for the steadfast hard work in ensuring that the institution remains exceptional.

Dr. Falconetti also recognized retiring Trustee Dan Dorrell for his 11 years of stellar service to Polk State College.

Agenda:

Ms. Bell Barnett moved, seconded by Mr. Dorrell, to approve the agenda for August 22, 2022. All members voted affirmatively.

District Board of Trustees Reorganization

a. Election of 2022-2023 Chair and Vice Chair

Ms. Ross moved, seconded by Ms. Bell Barnett, to approve the election of Trustee Greg Littleton as 2022-2023 Chair. All members voted affirmatively.

Ms. Bell Barnett moved, seconded by Mr. Littleton, to approve the election of Trustee Teresa Martinez as 2022-2023 Vice Chair. All members voted affirmatively.

b. Resolution #786 Signature Facsimile (FY 2022-2023)

Mr. Dorrell moved, seconded by Ms. Ross, to approve Resolution #786 Signature Facsimile (FY 2022-2023). All members voted affirmatively.

c. Resolution #787 Signature Facsimile Personnel (FY 2022-2023)

Ms. Ross moved, seconded by Ms. Martinez, to approve Resolution #787 Signature Facsimile Personnel (FY 2022-2023). All members voted affirmatively.

d. Proposed 2022-2023 DBOT Meeting Schedule

Ms. Martinez moved, seconded by Mr. Dorrell, to approve Proposed 2022-2023 DBOT Meeting Schedule. All members voted affirmatively.

Consent Agenda Items: Ms. Erin Montgomery

- a. **Payroll Distribution for June 2022** – Approved on consent agenda. Board action is required.
- b. **Payroll Distribution for July 2022** – Approved on consent agenda. Board action is required.
- c. **Expenditure Summary for June 2022** – Approved on consent agenda. Board action is required.
- d. **Expenditure Summary for July 2022** – Approved on consent agenda. Board action is required.
- e. **Tangible Personal Property Deletions for August 2022** – Approved on consent agenda. Board action is required.
- f. **Personnel Actions Report for June and July 2022** – Approved on consent agenda. Board action is required.
- g. **Salary Schedule Changes for August 2022**

Ms. Bell Barnett moved, seconded by Ms. Martinez to approve the consent agenda items for June, July, and August 2022. 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. June 27, 2022, Board Minutes

Ms. Martinez moved, seconded by Ms. Ross, to approve the June 27, 2022, Board minutes. All members voted affirmatively.

President's Report – Dr. Angela Garcia Falconetti

a. Florida College System (FCS) Council of Presidents (COP):

- August 10-11 Funding Model meeting hosted at St. Petersburg College
- August 17 State Board of Education meeting at Pensacola State College
- August 19 Florida College System Risk Management Consortium (FCSRMC) Operations Committee Meeting
 - Dr. Falconetti now serves as Chair-elect to the Operations Committee

b. Legislative Update:

- Dr. Falconetti provided a verbal summary of Polk State College’s appropriations as a result of the 2022 Legislative Session.
 - Dr. Falconetti distributed *The Ledger* article “Polk State celebrates historical appropriation and future expansion”
- Dr. Falconetti shared that she was appointed to the Education Commission of the States alongside Florida Department of Education Senior Chancellor Dr. Henry Mack. In this capacity, she will serve as an extension of the state’s education policy team, representing both the Governor and Commissioner Manny Diaz.
 - Dr. Falconetti distributed several items related to this announcement for the Board’s information.
 - Office of the Governor press release “Governor Ron DeSantis Appoints Two to the Education Commission of the States”
 - Polk Newsroom article “Governor DeSantis appoints Polk State President Falconetti to Education Commission of the States”
 - *The Ledger* article “Polk State President Angela Garcia Falconetti appointed to national education commission”
 - Education Commission of the States appointment letter
 - *Florida Trend: Movers & Influencers*

c. Polk State College

- **Start of the Fall Semester Calendar of Events**
 - July 23, Start Right Campaign at JDA
 - 2000 people served, specifically through the food pantry
 - 762 backpacks full of school supplies, 900 families
 - 45 haircuts
 - 62 volunteers
 - 8 food trucks
 - August 4, First Flight Freshmen Welcome
 - Lakeland campus with 450 students attending
 - August 5, First Flight Freshmen Welcome
 - Winter Haven campus with 350 students
 - August 10, Convocation 2022 – We are ONE
 - 8 a.m. breakfast and 9 a.m. program in the Winter Haven Health Center
 - Faculty and staff attended in person
 - August 13, All Adjunct Meeting
 - August 15, College-wide Faculty Meeting
 - August 15, First Day of Classes
 - August 15 Welcome Back Socials
 - 10 a.m. in LAC 1133 on the Lakeland Campus
 - 2 p.m. in WFA Lobby on the Winter Haven Campus
 - August 20, Education Program PEP Rally

- **Career Pathways for Public Service Initiative**
 - Participated in July 18 Gubernatorial Press Conference at Florida State College at Jacksonville.
 - Dr. Falconetti plans to provide an update on the Career Pathways grant during the September DBOT meeting.
 - Dr. Falconetti distributed a *Polk Newsroom* article “Polk State College spearheads Career Pathways for Public Service Initiative”
 - Dr. Falconetti distributed *The Ledger* article “PSC gets money for new program preparing students for public service, government careers”
- **Polk Vision Board**
 - Dr. Falconetti is currently serving as 2022-2024 Chair
 - Gavel passed on August 18 during Polk Vision Annual Meeting
- **Winter Haven Chamber Board**
 - Dr. Falconetti co-led the Chamber Board Retreat on July 15-16
 - Dr. Falconetti is incoming Chair and the gavel will be passed to her during the September 22 Greater Winter Haven Chamber of Commerce’s annual meeting, Celebrate Winter Haven.

Attorney’s Report:

a. Annual Conflict of Interest Statement

Mr. Wilson distributed an annual Conflict of Interest Statement for the Board’s review. He asked that if anyone had any questions about the statement to please reach out to him. He requested that each Trustee sign the statement and return it to Christine Lee.

b. Revisit President’s 2022-2023 Annual Contract

Attorney Don Wilson reminded the Board members that their very positive annual evaluation of Dr. Falconetti that was unanimously approved during the May 23, 2022, Board meeting, automatically triggered the three-year renewal of the President’s rolling employment contract for the period of July 1, 2022, and terminating June 30, 2025. During the June 27, 2022, DBOT meeting, the President’s Contract of Employment for 2022-2023 was approved, however, it was agreed that the contract would be revisited during the August 22, 2022, DBOT meeting to take into consideration concerns that the absent Ms. Bell Barnett had with the existing level of compensation. Mr. Wilson emphasized that the contract can be amended at any time. He then requested Ms. Bell Barnett to address her concerns at today’s meeting.

Ms. Bell Barnett highlighted the tremendous efforts and accomplishments achieved by Dr. Falconetti during the past year, including the \$53.1 million that the College received during the 2022 Legislative Session. In the contract approved during the June 27, 2022, DBOT meeting, Dr. Falconetti received the same 3% salary increase that was received by all faculty and staff of the College. Upon review of contracts and salaries of other Presidents at similar institutions within the Florida College System, Ms. Bell Barnett proposed that Dr. Falconetti receive an additional 5% salary increase.

Ms. Martinez moved, seconded by Ms. Ross, to approve and adopt the additional 5% in compensation in the President's 2022-2023 Annual Contract. All members voted affirmatively. Mr. Wilson noted that he would make the appropriate amendment to the President's 2022-2023 contract and emphasized that there are restrictions on making the additional 5% salary increase retroactive.

Business Services Action Items:

a. Polk State College Foundation Audit Presentation – Ms. Cindy Baker

Ms. Baker introduced Tori Lehman, CPA, Principal, CliftonLarsenAllen LLP to present and recommend approval of the Polk State College Foundation Audit. In accordance with DBOT Rule 2.22, the Foundation annually presents its audit to the Polk State College District Board of Trustees. The Foundation received an unmodified opinion with no audit findings, for the year ended December 31, 2021. Ms. Lehman noted that the next step in the process will be to finalize Tax Form 990 to submit to the Internal Revenue Service.

Ms. Bell Barnett moved, seconded by Ms. Martinez, to approve the Polk State College Foundation Audit.

Business Services Informational Items: Ms. Erin Montgomery

- a. Investment Interest Comparison for June 2022** – Ms. Montgomery presented and reviewed the College's Investment Interest Comparison for June 2022. No Board action required.
- b. Investment Interest Comparison for July 2022** – Ms. Montgomery presented and reviewed the College's Investment Interest Comparison for July 2022. No Board action required.
- c. Budget Amendment Summary for June 2022** – Ms. Montgomery presented and reviewed the Budget Amendment Summary for June 2022 for the Board's information. No Board action required.
- d. Budget Amendment Summary for July 2022** – Ms. Montgomery presented and reviewed the Budget Amendment Summary for July 2022 for the Board's information. No Board action required.
- e. Financial Statements for July 2022** – Ms. Montgomery presented and reviewed the Financial Statements for July 2022 for the Board's information. No Board action required.
- f. Capital Project Status Report for August 2022** – Ms. Montgomery presented and reviewed the Capital Project Status Report for August 2022 for the Board's information. No Board action required.
- g. CCTV Project** – Ms. Montgomery presented and reviewed the CCTV Project for the Board's information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

- a. **AS Hospitality and Tourism Management Summary – Dr. Orathai Northern**
Dr. Northern presented and recommended approval of the AS Hospitality and Tourism Management Summary.

Ms. Martinez moved, seconded by Ms. Bell Barnett, to approve the AS Hospitality and Tourism Management Summary.

Academic and Student Services Informational Items:

None.

Collegiate High School Report

- a. **Polk State Lakeland Gateway to College Collegiate High School 2022 Demographics & Enrollment Statistics – Dr. Meesha Downing-Townsend**

Dr. Downing-Townsend provided an update on Polk State Lakeland Gateway to College Collegiate High School's 2022 Demographics and Enrollment statistics for the Board's information.

- b. **Polk State Lakeland Gateway to College Collegiate High School Charter Renewal Proposal – Dr. Meesha Downing-Townsend**

Dr. Downing-Townsend provided an update on Polk State Lakeland Gateway to College Collegiate High School's Charter Renewal Proposal for the Board's information. She stated the renewal proposal would be submitted to the Polk County School District prior to its September 4, 2022, deadline and a site visit will occur in October of this year. The renewal proposal would extend the charter contract for five additional years, ending in June 2028.

First Reading Board Rules (No action required):

None.

Second Reading Board Rules (Final Approval):

None.

Board Discussion:

Adjournment:

Having no further business, the meeting adjourned at 5:15 p.m.


Mr. Greg Littleton Date 9/26/22
DBOT Chair


Dr. Angela M. Garcia Falconetti Date 9/26/22
President