

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, February 23, 2015– 4:00 p.m.
Winter Haven Campus, WST 126

Mr. Dan Dorrell called the February 23, 2015 District Board of Trustees meeting to order at 4:00 p.m.

Members Present: Mr. Dan Dorrell, Mr. Greg Littleton, Ms. Linda Pilkington and Mr. Mark Turner

Members Absent: Mr. Rick Garcia and Ms. Teresa Martinez

Student Spotlight: Jonathan “Andrew” Sallee, Polk State Chain of Lakes Collegiate High School Senior

Foundation Special Recognitions: Ms. Tracy Porter

Ms. Porter introduced Polk State Foundation Development Chair and Winter Haven Rotary Club member Bonnie Parker. Ms. Parker acknowledged a \$43,000 donation from Straughn & Turner, P.A. Their collective giving has supported traditional scholarships, elementary scholarships, athletics, arts and various college programs. She then introduced Robert Straughn and Mark Turner who have both served on the Polk State College Foundation Board; Mr. Turner remains active through his leadership on the College’s District Board of Trustees. Mr. Straughn expressed the firm’s dedication to support education. Mr. Turner echoed his words and emphasized the firm’s appreciation of what Polk State College does for the greater community.

Special Recognitions: Dr. Eileen Holden

Dr. Holden briefly recognized Joan Miller, who will be retiring at the end of February from her administrative assistant position in academics. Dr. Holden also shared Ms. Miller’s other role at the College, as its Zumba instructor. Dr. Holden then introduced Dr. Martha Santiago, former co-worker and friend of Ms. Miller, to share some of her thoughts. Dr. Holden then presented Ms. Miller with a token of appreciation in recognition of her years of dedicated service.

Agenda:

Mr. Littleton moved, seconded by Ms. Pilkington, to approve the agenda for February 23, 2015. All members voted affirmatively.

Consent Agenda Items:

- A. Payroll Distribution for January 2015** – Approved on consent agenda. Board action is required.
- B. Expenditure Summary for January 2015** – Approved on consent agenda. Board action is required.
- C. Tangible Personal Property Deletions** – Approved on consent agenda. Board action is required.
- D. Personnel Actions for January 2015** – Approved on consent agenda. Board action is required.
- E. Salary Schedule Changes** – Approved on consent agenda. Board action is required.

Ms. Pilkington moved, seconded by Mr. Turner, to approve the consent agenda items for January 2015. 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. Turner moved, seconded by Ms. Pilkington, to approve the January 26, 2015 regular Board meeting minutes. All members voted affirmatively.

President's Report

- Dr. Holden thanked Chair Dan Dorrell and Trustee Mark Turner for accompanying her to Tallahassee to attend the Trustees Commission Legislative Summit during the week of February 2nd. She reported that they focused on the College's PECO requests (Center for Public Safety, Winter Haven Learning Resources Building and the Winter Haven Fine Arts Building) and performance-based funding during their meetings with numerous Legislators. She then provided the Trustees with a handout, which contained the Florida College Systems' 2015 Legislative Priorities and summarized the information contained within.
- Dr. Holden distributed copies of the January/February 2015 issue of "What's Up," which lists recent and current happenings at Polk State College.
- Dr. Holden distributed copies of the College's *2014 Report to Community*. She thanked Tamara Sakagawa, Associate VP of Communications & Public Affairs, and Rachel Pleasant, Director of Communications, for telling the story of all the amazing things that are going on at the College. She described the publication as an incredible accomplishment celebrating the College's 50 years.
- Dr. Holden then introduced District Dean of Academic Affairs Patricia Jones, who provided the Trustees with an update on the College's course approval process. Ms. Jones distributed a flowchart which exhibited the entire process from the inception of a course idea, to its approval by the Academic Quality Council (AQC), and finally the building of the course so it can be offered to our students.

Attorney's Report

Attorney Don Wilson had nothing to report.

Business Services Action Items:

Business Services Informational Items:

- A. Investment Interest Comparison:** Mr. Peter Elliott briefed the Board on the College's investment interest. Discussion followed. No Board action required.
- B. Budget Amendment Summary for January 2015:** Mr. Peter Elliott presented and reviewed the Budget Amendment Summary for the Board's information. Discussion followed. No Board action required.
- C. Financial Statements:** Mr. Peter Elliott presented and reviewed the Financial Statements for the Board's information. Discussion followed. No Board action required.

D. Project Status Report College-Wide for February 2015: Mr. Peter Elliott presented and reviewed the Project Status Report for the Board's information. Discussion followed. No Board action required.

Academic & Student Services Action Items:

- **New Course Fees for February 2015** – Dr. Ken Ross presented and recommended approval of the new course and lab fees for February 2015. He then reviewed the new course and lab fees for the Board's information.

Ms. Pilkington moved, seconded by Mr. Littleton, to approve the new Course Fees for February 2015. All members voted affirmatively.

- **2015-2016 College Calendar** – Mr. Reggie Webb presented and recommended approval of the 2015-2016 College Calendar.

Mr. Turner moved, seconded by Ms. Pilkington, to approve the 2015-2016 College Calendar. All members voted affirmatively.

Collegiate High School Reports:

- **Collegiate High School – Information Only – Ms. Bridget Fetter**

Ms. Bridget Fetter presented and reviewed the Polk State Chain of Lakes Collegiate High School External Review Report. Ms. Fetter then summarized the information contained within. She reported that Polk State Chain of Lakes Collegiate High School received SACS reaccreditation for another five-year term. She also shared that the school won the Polk County Academic Tournament and will also take 23 students to participate in the State HOSA Competition.

First Reading Items: (No action required)


Second Reading Items: (No action required)

Board Discussion

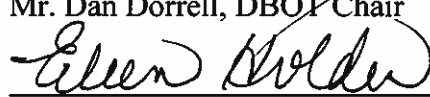
Chair Dorrell encouraged everyone to attend the men's basketball game at 7 p.m. in WHC, where the Eagles face Hillsborough Community College in the Suncoast Conference Championship game. Dr. Holden also asked for support of Polk State's baseball and softball teams.

Adjournment:

Having no further business, the meeting adjourned at 4:45 p.m.



Mr. Dan Dorrell, DBOT Chair Date



Eileen Holden, Ed.D. Date
President