

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, January 24, 2022 – 4:00 p.m.
Polk State Winter Haven Campus WST 126 and Teleconference

Dr. Angela M. Garcia Falconetti called the January 24, 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, Ms. Cindy Hartley Ross, and Mr. Mark Turner

Members Absent:

Special Recognition: Dr. Angela Garcia Falconetti

Agenda:

Mr. Littleton moved, seconded by Mr. Turner, to approve the agenda for January 24, 2022. All members voted affirmatively.

Consent Agenda Items: Dr. Allen Bottorff

- a. **Payroll Distribution for November 2021** – Approved on consent agenda. Board action is required.
- b. **Payroll Distribution for December 2021** – Approved on consent agenda. Board action is required.
- c. **Expenditure Summary for November 2021** – Approved on consent agenda. Board action is required.
- d. **Expenditure Summary for December 2021** – Approved on consent agenda. Board action is required.
- e. **Tangible Personal Property Deletions for January 2022** – Approved on consent agenda. Board action is required.
- f. **Personnel Actions Report for November and December 2021** – Approved on consent agenda. Board action is required.
- g. **Salary Schedule Changes for January 2022** – Approved on consent agenda. Board action is required.

Mr. Dorrell moved, seconded by Mr. Turner, to approve the consent agenda items for November and December 2021 and January 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. November 29, 2021, Board Minutes

Mr. Turner moved, seconded by Mr. Dorrell to approve the November 29, 2021, Board minutes. All members voted affirmatively.

President's Report – Dr. Angela Garcia Falconetti

a. Legislative Update:

- January 18, 2022, Association of Florida Colleges Trustees Commission Virtual Legislative Conference
- January 26, 2022, Polk County Day in Tallahassee
- Haines City Economic Development Council (HCEDC) 2022 Legislative Agenda featuring “Expand access to higher education in Northeast Polk – Polk State College”

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

- December 16, 2021, COP Professional Development
- December 16, 2021, COP Policy & Advocacy/Business Meeting

c. 2022 Florida Economic Outlook & Jobs Solution Summit:

- January 7, 2022 – Participated on a virtual presidential panel “Demand Outpaces Supply: When There Are More Open Jobs Than Talent” with Dr. Tonjua Williams, President, St. Petersburg College; Madeline Pumariega, President, Miami Dade College; and moderator Mark Wilson, President & CEO, Florida Chamber of Commerce and Foundation.

d. Faculty Survey for Spring 2022 Face-to-Face Classes:

- Final report on hybrid class modality conversion. One hundred classes (or a total of 5%) moved from face-to-face to a hybrid model.

e. Florida Department of Education Site Visit of the State-Approved Educator Preparation Program

- The College received a letter of continued approval from Commissioner of Education Richard Corcoran and an email of approval from Abbey L. Stewart, Chief of Educator Recruitment, Recognition, Development, Retention, and Preparation.

f. Highlight of Selected Successes and Positive News (documents supplementing meeting packet)

- *American Association of Community Colleges (AACC) Community College Journal* article “Teaching the Teacher”

- *AACC 21st Century* e-newsletter “Student story: A new lease on life,” Link to *Polk Newsroom* article from January 4, 2022: “The Metallica Scholars Program has given one man a chance to reinvent himself”
- *Haven* article “Higher Education Growth Parallels that of City’s: Q&A with Dr. Angela Falconetti, President of Polk State College”
- *Florida Chamber of Commerce: Moving Florida Forward 2022* article “Creating America’s Best Workforce”
- *The Ledger* article “Polk County lawmakers bills run gamut of issues: Major money for PSC”

Attorney’s Report:

a. DBOT Annual Self-Evaluation – Attorney Don Wilson

Attorney Wilson previously sent the DBOT’s self-evaluation instrument to the Board members on Tuesday, September 28, 2021, and asked Board members to respond to the self-evaluation questionnaire. Based upon the received survey results, a final, aggregated self-evaluation report was compiled and distributed in the form of an executive summary. The final report was emailed to Board members in advance of today’s District Board of Trustee’s meeting for their information and review, and as part of the College’s on-going accreditation process. He emphasized that it was reassuring that all Trustees are in agreement that the Board is appropriately fulfilling its responsibilities and functions in each of the categories set forth in the questionnaire. Formal adoption of the DBOT Self-Evaluation is not required. Mr. Wilson thanked the Board for participating in the annual self-evaluation process.

Business Services Action Items:

- a. RFQ 21-01, Architect and Engineering (A/E) Recommendation – Dr. Allen Bottorff**
Dr. Bottorff presented and recommended approval of RFQ 21-01, Architect and Engineering (A/E) Recommendation.

Mr. Dorrell moved, seconded by Ms. Martinez, to approve RFQ 21-01, Architect and Engineering (A/E) Recommendation.

- b. RFQ 21-02, Construction Management at Risk Services Building #4 Recommendation – Dr. Allen Bottorff**

Dr. Bottorff presented and recommended approval of RFQ 21-02, Construction Management at Risk Services Building #4 Recommendation. He noted that under #5 of the back-up materials, the scoring summary numbers for Bergland and Rodda were transposed. Bergland should have a score of 616 and Rodda should have a score of 607. Dr. Bottorff emphasized that on the next page, the ranking is correct.

Mr. Littleton moved, seconded by Mr. Dorrell, to approve RFQ 21-02, Construction Management at Risk Services Building #4 Recommendation.

Business Services Informational Items: Dr. Allen Bottorff

- a. **Investment Interest Comparison for November 2021** – Dr. Bottorff presented and reviewed the College’s Investment Interest Comparison for November 2021. No Board action required.
- b. **Investment Interest Comparison for December 2021** – Dr. Bottorff presented and reviewed the College’s Investment Interest Comparison for December 2021. No Board action required.
- c. **Budget Amendment Summary for November 2021** – Dr. Bottorff presented and reviewed the Budget Amendment Summary for November 2021 for the Board’s information. No Board action required.
- d. **Budget Amendment Summary for December 2021** – Dr. Bottorff presented and reviewed the Budget Amendment Summary for December 2021 for the Board’s information. No Board action required.
- e. **Financial Statements for December 2021** – Dr. Bottorff presented and reviewed the Financial Statements for December 2021 for the Board’s information. No Board action required.
- f. **Capital Project Status Report for December 2021** – Dr. Bottorff presented and reviewed the Capital Project Status Report for December 2021 for the Board’s information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic and Student Services Informational Items

a. 2022-2023 College Calendar – Dr. Orathai Northern

Dr. Northern presented and reviewed the College’s 2022-2023 College Calendar. No Board action required.

b. Non-Credit Course Fees – Dr. Orathai Northern

Dr. Northern presented and reviewed the College’s Non-Credit Course Fees. No Board action required.

Academic & Student Services Action Items

None.

Collegiate High School Report

a. Polk State Lakeland Gateway to College Collegiate High School (GHS) Report of Charter Goals for Academic Year – Dr. Meesha Downing-Townsend

Dr. Downing-Townsend provided an update on Polk State Lakeland Gateway to College Collegiate High School’s Report of Charter Goals for Academic Year for the Board’s information.

