

**MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, May 18, 2015– 4:00 p.m.
Winter Haven Campus, WST 126**

Ms. Teresa Martinez called the May 18, 2015 District Board of Trustees meeting to order at 4:00 p.m.

Members Present: Mr. Rick Garcia, Mr. Greg Littleton, Ms. Teresa Martinez, Ms. Linda Pilkington, and Mr. Mark Turner

Members Absent: Mr. Dan Dorrell and Ms. Cindy Ross

Student Spotlight: Kailah Ruffen, Polk State Chain of Lakes Collegiate High School student

Foundation Special Recognitions: Ms. Tracy Porter

Ms. Porter introduced Polk State Foundation Development Chair Bonnie Parker. Ms. Parker acknowledged a \$28,000 donation for scholarships and programs from Adamson + Co., P.A. She then introduced Eric Adamson, managing partner, and Brent Parrish, partner, of Adamson + Co., P.A., and thanked them for their support of Polk State College and its students. Mr. Adamson expressed his gratitude for being able to impact the educational needs of students and help support various programs at the College.

Special Recognitions: Dr. Eileen Holden

- Dr. Holden briefly recognized Rosalinda Collins, retiring professor of Spanish, French and American Sign Language. Dr. Holden introduced Lakeland Dean of Academic Affairs Donald Painter to share some of his thoughts. Dean Painter commended Professor Collins on her passion and enthusiasm for teaching, her commitment to student success and her contributions to various College initiatives, including Hispanic Heritage Month, International Circle and the Study Abroad program. Dr. Holden thanked Professor Collins for her years of dedicated service and presented her with a token of appreciation.

Agenda:

Ms. Pilkington moved, seconded by Mr. Garcia, to approve the agenda for May 18, 2015. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

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

Mr. Garcia moved, seconded by Mr. Turner, to approve the consent agenda items for April 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. Littleton moved, seconded by Mr. Turner, to approve the April 27, 2015 Board meeting minutes. All members voted affirmatively.

President's Report

- Dr. Holden provided a brief Legislative update to the Board. She shared that the Legislature will hold a special session June 1-20 to pass a budget. She informed the Board that the College will present a budget at the June 22 District Board of Trustees meeting. Discussion ensued.
- Dr. Holden distributed copies of the April/May 2015 issue of "What's Up," which lists recent and current happenings at Polk State College.

Attorney's Report

Attorney Don Wilson had nothing to report.

Business Services Action Items:

- A. Student Receivables:** Mr. Peter Elliott presented and recommended approval of the student receivables. Discussion ensued.

Ms. Pilkington moved, seconded by Mr. Turner, to approve the student receivables. All members voted affirmatively.

Business Services Informational Items:

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

Academic and Student Services Information Items:

Collegiate High School Reports:

First Reading Items: (No action required)

- A. Rule 2.21, Construction Change Orders, Payments to Contractors during Construction and Authorization for Final Payment to Contractor** – Mr. Peter Elliott presented as a first-read item, revised DBOT Rule 2.21. He reviewed the proposed revisions made to Rule 2.21 and advised the Trustees that it will be presented for final approval at the June 22, 2015 Board meeting.

- B. Rule 3.32, Employee Code of Ethics** – Mr. Peter Elliott presented as a first-read item, revised DBOT Rule 3.32. He reviewed the proposed revisions made to Rule 3.32 and advised the Trustees that it will be presented for final approval at the June 22, 2015 Board meeting.
- C. Rule 4.06, Student Fees and Refunds** – Mr. Peter Elliott presented as a first-read item, revised DBOT Rule 4.06. He reviewed the proposed revisions made to Rule 4.06 and advised the Trustees that it will be presented for final approval at the June 22, 2015 Board meeting.
- D. Rule 5.06, Investment of Funds** – Mr. Peter Elliott presented as a first-read item, revised DBOT Rule 5.06. He reviewed the proposed revisions made to Rule 5.06 and advised the Trustees that it will be presented for final approval at the June 22, 2015 Board meeting.
- E. Rule 5.07, Auxiliary Enterprises** – Mr. Peter Elliott presented as a first-read item, revised DBOT Rule 5.07. He reviewed the proposed revisions made to Rule 5.07 and advised the Trustees that it will be presented for final approval at the June 22, 2015 Board meeting.
- F. Rule 5.14, College Expenditures, Bids and Waivers** – Mr. Peter Elliott presented as a first-read item, revised DBOT Rule 5.14. He reviewed the proposed revisions made to Rule 5.14 and advised the Trustees that it will be presented for final approval at the June 22, 2015 Board meeting.

Second Reading Items: (Final Approval)

- A. Rule 2.03, Standards** – Dr. Ken Ross presented and recommended approval of revised DBOT Rule 2.03, Standards.

Mr. Turner moved, seconded by Mr. Garcia, to approve revised Rule 2.03, Standards. All members voted affirmatively.

- B. Rule 2.26, Annual Curriculum Review** – Dr. Ken Ross presented and recommended approval of revised DBOT Rule 2.26, Annual Curriculum Review.

Ms. Pilkington moved, seconded by Mr. Garcia, to approve revised Rule 2.26, Annual Curriculum Review. All members voted affirmatively.

- C. Rule 2.28, Academic Freedom** – Dr. Ken Ross presented and recommended approval of revised DBOT Rule 2.28, Academic Freedom.

Mr. Turner moved, seconded by Mr. Littleton, to approve revised Rule 2.28, Academic Freedom. All members voted affirmatively.



- D. Rule 3.04, Faculty Titles** – Dr. Ken Ross presented and recommended approval of revised DBOT Rule 3.04, Faculty Titles.

Ms. Pilkington moved, seconded by Mr. Turner, to approve revised Rule 3.04, Faculty Titles. All members voted affirmatively.

Board Discussion:

Adjournment:

Having no further business, the meeting adjourned at 4:42 p.m.

	6/22/15
Mr. Dan Dorrell, DBOT Chair	Date
	6/23/15
Eileen Holden, Ed.D. President	Date