

**MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, October 26, 2015 – 4:00 p.m.
Winter Haven Campus, WST 126**

Dr. Eileen Holden called the October 26, 2015 District Board of Trustees meeting to order at 4:09 p.m.

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

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

Student Spotlight: Shednor Agenor, Polk State Chain of Lakes Collegiate High School senior

Foundation Special Recognitions: Ms. Tracy Porter

Ms. Porter introduced Brent Parrish, member of the Polk State College Foundation Board. Mr. Parrish acknowledged a gift from Winter Haven's Hope Presbyterian Church, in the amount of \$10,000 to support the My Brother's Keeper program, which is the largest monetary donation in My Brother's Keeper's three-year history. MBK is a service that provides food and other assistance to needy students. Mr. Parrish briefly recognized My Brother's Keeper's Student Supervisor Casmore Shaw for his efforts and then introduced Rev. Owen Carriker. Rev. Carriker addressed the Trustees with the mission of Hope Presbyterian Church. Other Hope Presbyterian Church Mission Committee members in attendance were Julie Carriker, Barb Follett, Ron Hatley, Zella Sheplee, Mardy Castro and Sue Williams.

Special Recognitions: Dr. Eileen Holden

There were no special recognitions.

Adoption of Agenda:

Mr. Turner moved, seconded by Ms. Pilkington, to approve the agenda for October 26, 2015. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for September 2015**– Approved on consent agenda. Board action is required.
- b. **Expenditure Summary for September 2015** – Approved on consent agenda. Board action is required.
- c. **Tangible Personal Property Deletions for October 2015** – Approved on consent agenda. Board action is required.
- d. **Personnel Action Report for September 2015** – Approved on consent agenda. Board action is required.
- e. **Salary Schedule Changes for October 2015** – Approved on consent agenda. Board action is required.

Mr. Dorrell moved, seconded by Ms. Pilkington, to approve the consent agenda items for September and October 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 Mr. Dorrell, to approve the September 28, 2015 Board minutes. All members voted affirmatively.

President's Report

- a. Dr. Holden distributed copies of the September/October 2015 issue of "What's Up," which lists recent and current happenings at Polk State College.
- b. Dr. Holden distributed the Arts Schedule Fall 2015 brochure for the Board's information.
- c. Dr. Holden distributed her 2015 Self-Evaluation Report for the Board's review.
- d. Dr. Holden informed the Trustees of the dates for the Trustees Legislative Conference in Tallahassee – Jan. 19 and 20, 2016 – and invited them to attend.

Attorney's Report

Attorney Don Wilson stated that in the next 10 days, he would send the electronic evaluation forms to the Trustees. He said he will compile the data from the evaluations into a report, so that it can be adopted at the November 30, 2015 Board meeting. The evaluation report will then be submitted to Tallahassee.

Business Services Action Items:

- a. **Third Modification to the Charter Contract between the School Board of Polk County, Florida and Polk State Lakeland Gateway to College High School** - Mr. Peter Elliott presented and recommended approval of the third modification to the Charter Contract between the School Board of Polk County, Florida and Polk State Lakeland Gateway to College High School.

Ms. Ross moved, seconded by Ms. Pilkington, to approve the third modification to the Charter Contract between the School Board of Polk County, Florida and Polk State Lakeland Gateway to College High School. All members voted affirmatively.

Business Services Informational Items: Mr. Peter Elliott

- a. **Investment Interest Comparison for September 2015** - Mr. Elliott briefed the Board on the College's investment interest. No Board action required.
- b. **Budget Amendment Summary for September 2015** - Mr. Elliott presented and reviewed the Budget Amendment Summary for the Board's information. Discussion ensued. No Board action required.
- c. **Financial Statements for September 2015** - Mr. Elliott presented and reviewed the Financial Report for the Board's information. No Board action required.
- d. **Project Status Report, College-Wide for October 2015** - Mr. Elliott presented and reviewed the Project Status Report for the Board's information. No Board action required.

Academic & Student Services Action Items: Dr. Kenneth Ross

- a. **Course Fees** – Dr. Ross presented and recommended approval of the new non-credit course fees for October 2015.

Ms. Pilkington moved, seconded by Mr. Dorrell, to approve the new non-credit course fees. All members voted affirmatively.

Academic & Student Services Informational Items:

Polk State Chain of Lakes Collegiate High School Accountability Plan Performance Targets (School Years 2014-2015 through 2018-2019) & School Improvement Plan (SIP) Targets for 2015-2016: Ms. Bridget Fetter

- a. Ms. Fetter presented and reviewed the school Accountability Plan Performance Targets (School Years 2014-2015 through 2018-2019) & School Improvement Plan (SIP) Targets for 2015-2016 for Polk State Chain of Lakes Collegiate High School.

First Reading Items (No Action Required):

Second Reading Items (Final Approval):


- a. **Board Rule 4.02, Admissions Policy** – Mr. Reggie Webb presented and recommended approval of revised Board Rule 4.02, Admissions Policy.


Mr. Turner moved, seconded by Ms. Ross, to approve revised Board Rule 4.02, Admissions Policy. All members voted affirmatively.

Board Discussion: Mr. Littleton thanked John Sprenkle for his years of service to the College. Dr. Holden congratulated faculty member Bill Caldecutt on his re-election as President of Faculty Senate.

Adjournment:

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



Mr. Greg Littleton, DBOT Vice-Chair Date
 11/30/15

Eileen Holden, Ed.D. Date
President