

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, June 25, 2018 – 4:00 p.m.
Winter Haven Campus, WST 126

Dr. Angela M. Garcia Falconetti called the June 25, 2018, 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 Ross, and Mr. Mark Turner

Members Absent:

Student Spotlight: Robert Kerratt, Business Administration, Winter Haven Campus

Foundation Special Recognitions: Ms. Tracy Porter

Dr. Falconetti thanked Incoming Foundation Board Chair, Mr. Gary Boyer, for his leadership and service. Ms. Porter introduced Mr. Boyer to speak about today's special recognition. Mr. Boyer acknowledged a cumulative donation of \$60,900 since September 2010 from Tampa Electric Company (TECO) for scholarships and programs. He additionally noted that TECO has donated \$233,800 during its long-time relationship with the College. Mr. Boyer then introduced incoming Foundation Board member Mr. Nick Plott, TECO's Regional Manager for Local Government, Community Relations, and Economic Development; Mr. Plott's predecessor, Ms. Cindy Price, and Polk State alumnus Mr. Rick Jackson, TECO's Winter Haven Manager of Operations, to address the Board. Mr. Plott briefly addressed the Board and expressed the critical importance of supporting education and making it affordable and accessible. He shared that Polk State is immeasurably woven into the fabric of Polk County.

Special Recognitions: Dr. Angela M. Garcia Falconetti

None.

Agenda:

Mr. Littleton moved, seconded by Mr. Dorrell, to approve the agenda for June 25, 2018. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for May 2018** – Approved on consent agenda. Board action is required.
- b. **Expenditure Summary for May 2018** – Approved on consent agenda. Board action is required.
- c. **Personnel Actions Report for May 2018** – Approved on consent agenda. Board action is required.
- d. **Salary Schedule Changes for June 2018** – Approved on consent agenda. Board action is required.

Mr. Dorrell moved, seconded by Ms. Ross, to approve the consent agenda items for May and June 2018. 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. May 21, 2018, Board Minutes

Ms. Barnett moved, seconded by Mr. Dorrell, to approve the May 21, 2018, Board minutes. All members voted affirmatively.

b. May 21, 2018, Budget Workshop Minutes

Mr. Dorrell moved, seconded by Ms. Martinez, to approve the May 21, 2018, Budget Workshop minutes. All members voted affirmatively.

President's Report

a. Dr. Falconetti distributed copies of the May/June 2018 issue of "What's up?" which lists recent and current happenings at Polk State College.

1. An exhibit of world-renowned artist, *Ken Triester*, at our Winter Haven Fine Arts Gallery through July 27. The Gallery is open on Monday through Thursday from 10:00 a.m. to 2:00 p.m. A special thanks to the Foundation for hosting a reception in honor of Mr. Triester on June 7, during which students, faculty, staff, and community members gathered to express gratitude for Ken's artistic contributions.
2. Congratulations to our Lakeland Collegiate High School for successfully being reaffirmed by the North Central Association Commission on Accreditation and School Improvement, which is an accredited division of AdvanceED.

b. Dr. Falconetti noted her pride of the baseball team for its successes. In particular, she stated that two current and three former Eagles were selected in the 2018 Major League Baseball draft.

1. *Alec Barger*: was selected by the Milwaukee Brewers
2. *Chavez Fernander*: was selected by the Detroit Tigers
3. *Jonathan Bermudez*: was selected by the Houston Astros. Jonathan was also recognized with 2018 All-America honors and was named NAIA Pitcher of the Year.
4. *Johnny Schneider*: was selected by the Cleveland Indians
5. *Joe Strzelecki*: was selected by the Miami Marlins

Dr. Falconetti thanked Baseball Head Coach Al Corbeil for his hard work.

c. Preparation for the Fall 2018 semester

The following are selected key dates for the fall, which are not inclusive of all major or special events.

1. **August 15, breakfast at 7:30 a.m.; Program from 8:30 a.m. to 10:30 a.m.:**
College-wide Convocation
2. **August 10:** First Flight Ceremony and President's Picnic on the Lakeland Campus from 10:00 to 12:00 p.m.
3. **August 17:** First Flight Ceremony and President's Picnic on the Winter Haven Campus (10 a.m. to 12 p.m.) and following at the Lakeland Campus (12:30 p.m. to 2:30 p.m.)
4. **August 20-24:** The first week of classes
5. **September 13, 6:00 p.m. to 9:30 p.m.:** the Foundation's Wine for Wisdom
6. **October 12, 8:30 a.m. to 12 p.m.:** College-wide strategic planning summit (invitation list, broad-based representation; speaker Dr. Evelyn Waiwaiole, Executive Director of the Center for Community College Student Engagement (CCSSE) at The University of Texas at Austin)
7. **October 19, 5:00 p.m. to 8 p.m.:** the Foundation's Halloween Joggin' for the Noggin'
8. **November 15:** Inauguration
9. **December 13, 6:30 p.m. to 8 p.m.:** Commencement

- d.** The College's reaffirmation by the Southern Association of Colleges and Schools will occur in 2021 and planning is being accelerated. The College's compliance certification must be submitted by March of 2020 and a Quality Enhancement Plan must be developed.

Attorney's Report:

Attorney Don Wilson reminded the Board members that their very positive annual evaluation of Dr. Falconetti in May automatically triggered the three-year renewal of the President's employment contract through June 30, 2021. He reported that there were two changes made to the President's contract: the date was changed to 2018 and the salary was increased by approximately 1.25% to be consistent with the step/step-equivalent salary increases, which all current Polk State regular full-time and regular part-time will receive beginning on July 1, 2018.

Ms. Martinez moved, seconded by Mr. Dorrell, to approve Dr. Falconetti's employment contract as presented. All members voted affirmatively.

Business Services Action Items:

- a. **Standard Tuition and Fees 2018-2019** – Mr. Peter Elliott presented and recommended approval of the Standard Tuition and Fees 2018-2019.

Mr. Littleton moved, seconded by Ms. Ross, to approve the Standard Tuition and Fees 2018-2019. All members voted affirmatively.

- b. **Operating Budget, FY 2018-2019** – Mr. Peter Elliott presented and recommended approval of the Operating Budget, FY 2018-2019.

Ms. Barnett moved, seconded by Ms. Martinez, to approve the Operating Budget, FY 2018-2019. All members voted affirmatively.

- c. **Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2018-2019** – Mr. Peter Elliott presented and recommended approval of the Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2018-2019.

Ms. Ross moved, seconded by Mr. Littleton, to approve the Polk State Chain of Lakes Collegiate High School Operating Budget, FY 2018-2019. All members voted affirmatively.

- d. **Polk State Lakeland Collegiate High School Operating Budget, FY 2018-2019** – Mr. Peter Elliott presented and recommended approval of the Polk State Lakeland Collegiate High School Operating Budget, FY 2018-2019.

Mr. Dorrell moved, seconded by Ms. Ross, to approve the Polk State Lakeland Collegiate High School Operating Budget, FY 2018-2019. All members voted affirmatively.

- e. **Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2018-2019** – Mr. Peter Elliott presented and recommended approval of the Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2018-2019.

Ms. Ross moved, seconded by Mr. Dorrell, to approve the Polk State Lakeland Gateway to College Collegiate High School Operating Budget, FY 2018-2019. All members voted affirmatively.

- f. **Polk State College Unexpended Plant Fund Budget, FY 2018-2019** – Mr. Peter Elliott presented and recommended approval of the Polk State College Unexpended Plant Fund Budget, FY 2018-2019.

Ms. Barnett moved, seconded by Ms. Ross, to approve the Polk State College Unexpended Plant

Fund Budget, FY 2018-2019. All members voted affirmatively.

- g. Approval of the Capital Improvement Program (CIP): FY 2019-20 through FY 2023-24** – Mr. Peter Elliott presented and recommended approval of the Approval of the Capital Improvement Program (CIP): FY 2019-20 through FY 2023-24.

Ms. Ross moved, seconded by Mr. Dorrell, to approve the Approval of the Capital Improvement Program (CIP): FY 2019-20 through FY 2023-24. All members voted affirmatively.

- h. Annual Physical Inventory Report** – Mr. Peter Elliott presented and recommended approval of the Annual Physical Inventory Report.

Mr. Littleton moved, seconded by Mr. Dorrell, to approve the Annual Physical Inventory Report. All members voted affirmatively.

- i. Salary Increase** – Mr. Elliott presented and recommended approval of a step/step-equivalent pay increase. At the May 15, 2018, meeting of the Planning and Budget Council (PBC), the members agreed to recommend to the President approval of a step pay increase for faculty and career employees, and granting a step-equivalent pay increase for professional/technical and administrative staff. The recommended increase equates to an increase in pay of approximately 1.25% across all employee groups, would be effective July 1, 2018, for current full-time and part-time employees in regularly established positions as of July 1, 2018, and will be implemented in the July 2018 payroll.

Mr. Littleton moved, seconded by Ms. Barnett, to approve the Salary Increase. All members voted affirmatively.

Business Services Informational Items: Mr. Peter Elliott

- a. Investment Interest Comparison for May 2018** – Mr. Elliott presented and reviewed the College's Investment Interest Comparison for May 2018. No Board action required.
- b. Budget Amendment Summary for May 2018** – Mr. Elliott presented and reviewed the Budget Amendment Summary for May 2018 for the Board's information. No Board action required.
- c. Financial Statements for May 2018** – Mr. Elliott presented and reviewed the Financial Statements for May 2018 for the Board's information. No Board action required.
- d. Project Status Report, College-Wide for June 2018** – Mr. Elliott presented and reviewed the Project Status Report, College-Wide for June 2018 for the Board's information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

None.

Academic & Student Services Informational Items:

None.

Collegiate High School Report:

None.

First Reading Board Rules (No action required):

- a. **Rule 2.22, Polk State College Foundation, Inc.** – Ms. Tracy Porter presented as a first-read item, revised Rule 2.22, Polk State College Foundation, Inc. She reviewed the proposed revisions made to Rule 2.22 and advised the Board that it will be presented for final approval at the August 27, 2018, Board meeting.

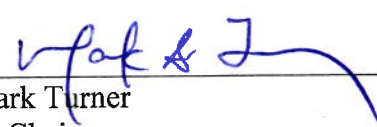
Second Reading Board Rules (Final Approval):

None.

Board Discussion: Ms. Ross expressed pride in the former Polk baseball players' accomplishments and suggested that the Board send each of them a Polk State memento. Mr. Littleton congratulated President Falconetti on a great first year and expressed happiness that her contract was renewed.

Adjournment:

Having no further business, the meeting adjourned at 4:55 p.m.



Mr. Mark Turner Date 8/27/18
DBOT Chair



Dr. Angela M. Garcia Falconetti Date 8/28/18
President