

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, September 25, 2017 – 4:00 p.m.
Winter Haven Campus, WST 126

Dr. Angela Garcia Falconetti called the September 25, 2017, District Board of Trustees meeting to order at 4:10 p.m.

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

Members Absent: Ms. Teresa Martinez

Student Spotlight: Mr. Kieran Sequin, Liberal Arts Major, Winter Haven campus

Foundation Special Recognitions: Ms. Tracy Porter

Ms. Porter introduced Brent Parrish, Polk State College Foundation Board Treasurer. Mr. Parrish acknowledged a cumulative donation of \$53,500 from Peterson & Myers, P.A. for scholarships and programs. He acknowledged Peterson & Myers, P.A.'s high reputation, generosity, long leadership history in our community, and the fact that the Polk State College Foundation has always included at least one representative from their firm. In attendance was attorney Kevin Ashley, Past Foundation Board Member and Chair, and CEO David Miller. Mr. Miller briefly addressed the Board. He emphasized the valuable role that the College plays within the community and acknowledged the gratifying opportunity to help support affordable and accessible education.

Special Recognitions: Dr. Angela M. Garcia Falconetti

Dr. Falconetti briefly recognized the College's "Hurricane Heroes" for keeping the facilities, students, faculty, and staff safe before, during, and after the storm. She then asked all staff who assisted with preparations for and recovery from the storm to stand up and be recognized. In particular, she commended Director of Facilities George Urbano, who served as the emergency team's Incident Commander; Director of Risk Management and Safety Denise Andreu, who represented the College at the Emergency Operations Center; and Security Coordinator Lt. Bobby Neil, who served as support for Mr. Urbano while ensuring the safety of all campuses and centers. Dr. Falconetti also recognized and expressed thanks to A.D. Morgan Corporation, which assisted with debris pickup at no cost to the College.

Dr. Falconetti briefly recognized Immediate Past Board Chair Greg Littleton and presented him with a token of appreciation. She and current Board Chair Mark Turner thanked Trustee Littleton for his leadership and long-time service.

Dr. Falconetti shared that the absent Trustee Teresa Martinez was representing the Board at the Association of Community College Trustees (ACCT) Leadership Congress in Las Vegas, where former Trustee Linda Pilkington will be remembered during the In Memoriam Event.

Agenda:

Ms. Ross moved, seconded by Mr. Littleton, to approve the agenda for September 25, 2017. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for August 2017** – Approved on consent agenda. Board action is required.

- b. **Expenditure Summary for August 2017** – Approved on consent agenda. Board action is required.
- c. **Tangible Personal Property Deletions for September 2017** – Approved on consent agenda. Board action is required.
- d. **Personnel Actions Report for August 2017** – Approved on consent agenda. Board action is required.

Mr. Dorrell moved, seconded by Mr. Littleton, to approve the consent agenda items for August and September 2017. 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. Dorrell moved, seconded by Ms. Ross, to approve the August 28, 2017, Board minutes. All members voted affirmatively.

President's Report

- a. Dr. Falconetti distributed copies of the August/September 2017 issue of "What's up?" which lists recent and current happenings at Polk State College.

Dr. Falconetti then highlighted several recent College events and recognitions.

- On September 8, President Emerita Eileen Holden was honored by Walt Disney World Resort President and 2010 Polk State Distinguished Alumni George Kalogridis for her service to Polk State College and Polk County. President Emerita Holden was presented with a *Mousecar Award*, the Disneyequivalent of an *Oscar*, where she was greeted during a reception by Mickey Mouse and a dozen Polk State College alumni who are employed by Walt Disney World Resort.
- Dr. Falconetti distributed a Hurricane Irma Polk State Recovery handout, which highlighted *preliminary* damage estimates across seven locations as \$763,260. College employees will continue to coordinate repairs to facilities and document all work as required for Federal Emergency Management Agency (FEMA) reimbursement and insurance purposes. Dr. Falconetti stated that a final report would be presented to the Board at a later date.
- Dr. Falconetti distributed a copy of the September 2017 issue of *El Trompetista* for the Board's review. She thanked Trustee Martinez who ensured "las Damas de Polk State," Provost Martha Santiago, Trustee Martinez, and herself were on the front cover and prominently featured in the issue in celebration of Hispanic Heritage Month, which runs from September 15 through October 15. In addition, she commended Trustee Martinez for facilitating three radio spots on *Ritmo 99.9* for Dr. Falconetti to address the Hispanic students, parents, and families of Polk County prior to and following Hurricane Irma.
- Dr. Falconetti briefed the Board on the recent Accreditation Commission for Education in Nursing site visit for AS and BSN. She thanked Dr. Annette Hutcherson, Director of Nursing, for the strong site visit and her leadership. She noted that the College will be notified of the final outcome of the reaccreditation in March or April.

- Dr. Falconetti stated that the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Referral Report was submitted today to SACSCOC, the College's accrediting body. The report contained the College's responses to four recommendations that encompass the Referral Report, which is an outcome of the College's SACSCOC Fifth-Year Interim Report.
- Dr. Falconetti provided an update on fall enrollment, which noted that the College's total headcount is down by 3.3% and the total full-time equivalent enrollment is down by .6%. She stated that there is a decrease of students enrolling on the Winter Haven campus, which could be remediated by the hiring of a new full-time outreach coordinator.
- Dr. Falconetti shared her recent facilities job shadowing experiences on both the Winter Haven and Lakeland campuses. She emphasized the critical and diverse roles that each staff member plays in keeping the College running.

Attorney's Report

Attorney Don Wilson had nothing to report.

Business Services Action Items:

None.

Business Services Informational Items: Mr. Peter Elliott

- Investment Interest Comparison for August 2017** – Mr. Elliott briefed the Board on the College's investment interest for August 2017. No Board action required.
- Budget Amendment Summary for August 2017** – Mr. Elliott presented and reviewed the Budget Amendment Summary for August 2017 for the Board's information. No Board action required.
- Financial Statements for August 2017** – Mr. Elliott presented and reviewed the Financial Report for August 2017 for the Board's information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items: Dr. Donald Painter, Jr.

- Education Abroad Programs Spring/Summer 2018** – Dr. Painter presented and recommended approval of the Education Abroad Programs. Discussion ensued. Dr. Falconetti highlighted some of the College's safety protocols relative to international travel. These protocols take place both prior to travel and during travel.

Mr. Littleton moved, seconded by Ms. Ross, to approve the Education Abroad Programs Spring/Summer 2018. All members voted affirmatively

- Textbook Affordability Report: Dr. Donald Painter, Jr.** – Dr. Painter presented and recommended approval of the Textbook Affordability Report. Discussion ensued.

Ms. Ross moved, seconded by Mr. Dorrell, to approve the Textbook Affordability Report. All members voted affirmatively

Academic & Student Services Informational Items: Dr. Donald Painter, Jr.

None.

Polk State Chain of Lakes Collegiate High School 2017-2018 Enrollment and Demographic Statistics: Ms. Bridget Fetter

Ms. Fetter provided an update on the Polk State Chain of Lakes Collegiate High School fall enrollment statistics and demographics. She stated that total enrollment is 306, with several qualified students on a wait list. She acknowledged that Chain of Lakes has again received a school grade of "A" and will therefore retain its high-performing charter status. She shared that Chain of Lakes will be hosting a parent forum on September 26, which will provide college application and financial aid information. In addition, the school is in the midst of a Hurricane Maria relief effort to bring supplies to Puerto Rico.

First Reading Board Rules (No action required):

a. DBOT Rule 3.12, Equal Employment Opportunity – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 3.12, Equal Employment Opportunity. He reviewed the proposed revisions made to Rule 3.12 and advised the Trustees that it will be presented for final approval at the October 23, 2017, Board meeting.

Second Reading Board Rules (Final Approval):

None.

Board Discussion:

Trustee Turner commended Ms. Tracy Porter on the success of the recent Wine for Wisdom event. Trustee Littleton echoed Trustee Turner's sentiments and also thanked Dr. Falconetti for hitting the ground running during her first several weeks at the College.

Adjournment:

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


Mr. Dan Dorrell
DBOT Vice Chair

10/23/17
Date


Dr. Angela M. Garcia Falconetti
President

10/23/17
Date