

**MINUTES**  
**POLK STATE COLLEGE**  
**District Board of Trustees Meeting**  
**Monday, September 27, 2021 – 4:00 p.m.**  
**Polk State Lakeland Campus LTB 1100 and Teleconference**

Dr. Angela M. Garcia Falconetti called the September 27, 2021, 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**

Dr. Falconetti introduced new Vice President for Resource Development and Executive Director of the Foundation, Jeff Baldwin.

Dr. Falconetti introduced Interim Associate Vice President for Academic Achievement, Dr. Craig Collins.

Dr. Falconetti introduced Interim Senior Vice President for Academic Affairs & Workforce Education, Dr. Julie Alexander

Dr. Falconetti asked Vice President of Workforce & Economic Development, Dr. Orathai Northern, to introduce new Physical Therapist Assistant Program Director Mary Krell.

**Agenda:**

Mr. Dorrell moved, seconded by Mr. Turner, to approve the agenda for September 27, 2021. All members voted affirmatively.

**District Board of Trustees Reorganization: Dr. Angela M. Garcia Falconetti**

**a. Election of Chair and Vice Chair –**

At this time, Dr. Falconetti opened the floor for nominations for Chair for Fiscal Year (FY) 2021-2022.

Mr. Littleton moved, seconded by Ms. Martinez, to nominate Ms. Ashley Bell Barnett as Chair. All members voted affirmatively.

At this time, Dr. Falconetti opened the floor for nominations for Vice Chair for FY 2021-2022.

Mr. Turner moved, seconded by Ms. Bell Barnett, to nominate Mr. Greg Littleton as Vice Chair. All members voted affirmatively.

Dr. Falconetti expressed gratitude to former Chair Cindy Hartley Ross for her service, provided her with a token of appreciation, and noted that she would serve as Immediate Past Chair of the Polk State District Board of Trustees.

- b. Resolution #784 – Signature Facsimile (FY 2021-2022)** – Dr. Falconetti presented and recommended approval of Board Resolution #784 – Signature Facsimile (FY 2021-2022).

Mr. Littleton moved, seconded by Ms. Martinez, to approve Resolution #784 – Signature Facsimile (FY 2021-2022). All members voted affirmatively.

- c. Resolution #785 – Signature Facsimile Personnel (FY 2021-2022)** – Dr. Falconetti presented and recommended approval of Board Resolution #785 – Signature Facsimile Personnel (FY 2021-2022).

Ms. Martinez moved, seconded by Mr. Dorrell, to approve Resolution #785 – Signature Facsimile Personnel (FY 2021-2022). All members voted affirmatively.

- d. Proposed 2021-2022 DBOT Meeting Schedule** – Dr. Falconetti presented and recommended approval of the 2021-2022 Meeting Dates for the District Board of Trustees.

Mr. Littleton moved, seconded by Mr. Turner, to approve the 2021-2022 Meeting Dates for the District Board of Trustees. All members voted affirmatively.

**Consent Agenda Items: Dr. Allen Bottorff**

- a. Payroll Distribution for June 2021** – Approved on consent agenda. Board action is required.
- b. Payroll Distribution for July 2021** – Approved on consent agenda. Board action is required.
- c. Payroll Distribution for August 2021** – Approved on consent agenda. Board action is required.
- d. Expenditure Summary for June 2021** – Approved on consent agenda. Board action is required.
- e. Expenditure Summary for July 2021** – Approved on consent agenda. Board action is required.
- f. Expenditure Summary for August 2021** – Approved on consent agenda. Board action is required.
- g. Tangible Personal Property Deletions for September 2021** – Approved on consent agenda. Board action is required.
- h. Personnel Actions Report for June, July, and August 2021** – Approved on consent agenda. Board action is required.

- i. **Salary Schedule Changes for September 2021** – Approved on consent agenda. Board action is required.
- j. **2021-22 Polk State College Carryforward Spending Plan** – Dr. Allen Bottorff

Mr. Turner moved, seconded by Mr. Dorrell, to approve the consent agenda items for June, July, August, and September 2021. 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. June 28, 2021, Board Minutes**

Mr. Littleton moved, seconded by Mr. Dorrell, to approve the June 28, 2021, Board minutes. All members voted affirmatively.

### **President's Report – Dr. Angela Garcia Falconetti**

#### **a. Legislative Update:**

- August 18: Dr. Falconetti presented the Florida College System Council of Presidents (COP) 2022 Legislative Priorities during the State Board of Education meeting at Miami Dade College's Wolfson Campus.
- September 21-22, COP Meetings: The COP's 2022 Legislative Priorities were approved during the September 22 business meeting.
- September 21: Dr. Falconetti met with Chancellor Kathy Hebda, Senior Chancellor Eric Hall, Chancellor Henry Mack, St. Petersburg College President Tonjua Williams, and the Office of Articulation in Tallahassee.
- Accelerate Florida: Fueling Florida's Future media:
  - 1<sup>st</sup> Day of 1<sup>st</sup> Committee Week, September 21: *Florida Politics* article "Angela Garcia Falconetti: The Florida College System – fueling Florida's Future"
  - September 23: *Sun Sentinel and The Ledger* guest column "The Florida College System is Fueling Florida's Future"
- Association of Florida Colleges (AFC) Trustees Commission Legislative Conference will be held January 18-19, 2022, in Tallahassee. Ms. Ross, Chair of the AFC Trustees Commission, hosted a conference planning meeting on September 9.

#### **b. Polk State College:**

- September 20: Dr. Falconetti met with College Lobbyist Derek Whitis in Tallahassee to review the Polk State College Draft 2022 Legislative Priorities.

**c. National:**

- September 17: Hosted U.S. Congressman Scott Franklin for a Hispanic Roundtable at the Polk State College Center for Public Safety.

**d. SACSCOC Reaffirmation Verification Visit**

- September 14-15: SACSCOC Reaffirmation Committee Chair, Dr. Joe Delap, conducted a physical site visit as this could not take place back in October when a “remote” on-site visit occurred. Dr. Delap toured all campuses and centers and met with several College faculty, staff, and students.

**e. Hispanic-Serving Institution (HSI) Designation:**

- U.S. Department of Education letter: The College’s request for designation as an eligible institution under Titles III and V of the Higher Education Act of 1965, as amended by the Higher Education Opportunity Act of 2008 (HEA), was approved.
- Institution may be eligible to apply for a new grant under the following Titles III and V programs:
  - Title V - Developing Hispanic-Serving Institutions (HSI)
  - Title III - Part F - Hispanic-Serving Institutions STEM and Articulation (HSI-STEM)
  - Title III - Part A - Strengthening Institutions (SIP)
  - Title III - Part F - Strengthening Institutions (SIP)

**f. Reminders:**

- September 30: Central Florida Development Council (CFDC) Annual Meeting in which Dr. Falconetti is out-going Chair.
- October 8: Polk State College Foundation Virtual *Sip & Support*

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

- *The Ledger* article “Polk State College president picked to lead state council”
- *Polk Newsroom* article “Polk State College receives national Hispanic-Serving Institution designation”

**Attorney’s Report:**

**a. DBOT Self-Evaluation – Attorney Don Wilson**

- Attorney Wilson announced that the DBOT’s self-evaluation instrument will be sent to the Board members the day following today’s meeting, Tuesday, September

28, 2021. The results of the self-evaluation will be presented during the November 1, 2021, DBOT meeting.

**b. Trustee Conflict of Interest Statement – Attorney Don Wilson**

- Hard copies of the Trustee Conflict of Interest Statement were provided today to each Board member for their review and signature. Signed statements will be returned to Christine Lee.

**Business Services Action Items:**

**a. Approval of the Capital Improvement Program (CIP-2): FY 2022-23 through FY 2026-27 REVISED – Dr. Allen Bottorff**

Dr. Bottorff presented and recommended approval of the REVISED Capital Improvement Program (CIP-2): FY 2022-23 through FY 2026-27.

Ms. Ross moved, seconded by Ms. Martinez to approve the REVISED Capital Improvement Program (CIP-2): FY 2022-23 through FY 2026-27.

**b. Polk State College Foundation Year-End December 31, 2020, Audit Presentation – Ms. Cindy Baker**

Ms. Baker presented and recommended approval of the **Polk State College Foundation Year-End December 31, 2020, Audit**.

Cindy Baker, Chief Financial Officer for the Polk State College Foundation, introduced Tori Lehman, Principal of CliftonLarsenAllen LLP, to present the Polk State College Foundation Audit. Ms. Lehman presented and recommended approval of the Polk State College Foundation Audit.

Mr. Dorrell moved, seconded by Mr. Turner, to approve the Polk State College Foundation Audit.

**Business Services Informational Items: Dr. Allen Bottorff**

- a. Investment Interest Comparison for June 2021 – Dr. Bottorff presented and reviewed the College's Investment Interest Comparison for June 2021. No Board action required.**
- b. Investment Interest Comparison for July 2021 – Dr. Bottorff presented and reviewed the College's Investment Interest Comparison for July 2021. No Board action required.**
- c. Investment Interest Comparison for August 2021 – Dr. Bottorff presented and reviewed the College's Investment Interest Comparison for August 2021. No Board action required.**

- d. **Budget Amendment Summary for June 2021** – Dr. Bottorff presented and reviewed the Budget Amendment Summary for June 2021 for the Board’s information. No Board action required.
- e. **Budget Amendment Summary for July 2021** – Dr. Bottorff presented and reviewed the Budget Amendment Summary for July 2021 for the Board’s information. No Board action required.
- f. **Budget Amendment Summary for August 2021** – Dr. Bottorff presented and reviewed the Budget Amendment Summary for August 2021 for the Board’s information. No Board action required.
- g. **Financial Statements for August 2021** – Dr. Bottorff presented and reviewed the Financial Statements for August 2021 for the Board’s information. No Board action required.
- h. **Capital Project Status Report for August 2021** – Dr. Bottorff presented and reviewed the Capital Project Status Report for August 2021 for the Board’s information. No Board action required.

**Items Removed from the Consent Agenda:**

None.

**Academic & Student Services Action Items:**

- a. **Deactivation Digital Media Technology – Web Production Specialization, AS and Web Production Certificate – Dr. Orathai Northern**

Ms. Ross moved, seconded by Ms. Martinez, to approve the Deactivation of the Digital Media Technology – Web Production Specialization, AS and Web Production Certificate. All members voted affirmatively.

- b. **Proposed New Non-Credit Courses Offered by Corporate College – Dr. Orathai Northern**

Mr. Dorrell moved, seconded by Mr. Turner, to approve the Proposed New Non-Credit Courses Offered by Corporate College. All members voted affirmatively.

- c. **Florida Animal Control Association Training – Dr. Orathai Northern**

Mr. Dorrell moved, seconded by Mr. Littleton, to approve the Florida Animal Control Association Training. All members voted affirmatively.

**Academic & Student Services Informational Items:**

None.

**Collegiate High School Report:**

**a. Polk State Lakeland Collegiate High School Enrollment Statistics 2021-2022– Mr. Rick Jeffries**

Mr. Jeffries provided an update on Polk State Lakeland Collegiate High School’s Enrollment Statistics for 2021-2022 for the Board’s information.

**b. Polk State Chain of Lakes Collegiate High School 2021-2022 Enrollment Statistics – Dr. Keith Bonney**

Dr. Bonney provided an update on Polk State Chain of Lakes Collegiate High School’s Enrollment Statistics for 2021-2022 for the Board’s information.

**First Reading Board Rules (No action required):**

None.

**Second Reading Board Rules (Final Approval):**

None.

**Board Discussion:**

The Board congratulated new Chair Ashley Bell Barnett and new Vice Chair Greg Littleton on their new appointments.

The Fall DBOT Retreat will occur on Monday, October 11, 2021, at 2:30pm at the Polk State Center for Public Safety in CPS 267. The next Regular DBOT meeting will occur on Monday, November 1, 2021, at 4:00pm on the Polk State Winter Haven Campus in WST 126.

**Adjournment:**

Having no further business, the meeting adjourned at 5:15 p.m.



Ms. Ashley Bell Barnett  
DBOT Chair

11/1/2021

Date



Dr. Angela M. Garcia Falconetti  
President

11/1/2021

Date