

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, May 20, 2019 – 4:00 p.m.
Polk State College Lakeland Campus, LTB 1100

Dr. Angela M. Garcia Falconetti called the May 20, 2019, District Board of Trustees meeting to order at 4:15 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: Mr. Sergio Perez, Polk State Lakeland Collegiate High School Student

Foundation Special Recognitions: Ms. Tracy Porter

Dr. Falconetti introduced Ms. Tracy Porter to speak about today's special recognition. Ms. Porter introduced Polk State Foundation Board Development Chair Eric Johnson. Mr. Johnson acknowledged a cumulative gift of \$23,050 from the Bank of Central Florida for scholarships and programs. Mr. Johnson introduced President and CEO of Bank of Central Florida Paul Noris. Mr. Noris briefly addressed the Board and expressed the importance of being supportive in the community. Others in attendance from Bank of Central Florida were Chief Sales Officer/Executive VP Joe Furnari III, VP Commercial Banking Bo Boyte, and Marketing Director Danielle Harris.

Special Recognitions: Dr. Angela M. Garcia Falconetti

1. Mr. Andy Oguntola, Director, Polk State JD Alexander Center, received the Lake Wales Chamber of Commerce & Economic Development Council Community Leadership Award.
2. Ms. Katie Slaten, Polk State Lakeland Collegiate High School student, received The Ledger's 43rd Annual Silver Garland Award in math. Ms. Slaten has accumulated more than 100 volunteer hours at the STEM Club of Oscar J. Pope Elementary School. She is involved with FBLA and student government.
3. Ms. Jessica Luongo, Polk State Chain of Lakes High School student, received The Ledger's 43rd Annual Silver Garland Award in science. Ms. Luongo has given endless hours to help those who suffer from Alzheimer's disease. She is involved in the HOSA Medical Innovation Competition and is a member of the Sunshine State STEM Scholars.

Agenda:

Mr. Littleton moved, seconded by Mr. Turner, to approve the agenda for May 20, 2019. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for April 2019** – Approved on consent agenda. Board action is required.

- b. Expenditure Summary for April 2019** – Approved on consent agenda. Board action is required.
- c. Personnel Actions Report for April 2019** – Approved on consent agenda. Board action is required.

Ms. Barnett moved, seconded by Ms. Ross, to approve the consent agenda items for April 2019. 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. April 22, 2019, Board Minutes

Mr. Littleton moved, seconded by Ms. Ross, to approve the April 22, 2019, Board minutes. All members voted affirmatively.

President's Report

1. Dr. Falconetti distributed copies of the May/June 2019 issue of "What's up?" which lists recent and current happenings at Polk State College.
2. Polk State JD Alexander Center (JDA) Call to Action Update:
 - Two editorials were published in The Ledger and The Daily Ridge; The Ledger also published an article regarding the Polk County Board of County Commissioners meeting and Commission Chairman George Lindsey's letter to Governor DeSantis
 - May 16 JDA Press Event outcomes
 - Community support from the following: chambers of commerce; economic development councils; business and industry leaders; mayors including Lakeland Mayor Bill Mutz, Winter Haven Mayor Brad Dantzler, and Lake Wales Mayor Eugene Fultz; additional elected officials; Polk State President's Circle members; and Polk State Foundation Board of Directors
4. Polk State College Lobbyists: Derek Whitis will address the Board during its June 24 meeting and Keaton Alexander will attend the June 11 President's Circle Luncheon.
5. Florida College System Presidents will meet with Commissioner Richard Corcoran and Chancellor Kathy Hebda on Tuesday, May 21, 4:30 – 9:00 p.m. in Tampa to prepare for the 2020 Legislative Session.
6. Enrollment Update: Summer classes began on May 7; enrollment for the summer semester is up compared to last year; open enrollment for fall begins June 3; and fall classes begin August 19.

7. Two Major College Initiatives and Projects:
 - The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC): Fall 2019 - Draft Compliance Certification due; March 2020 – Final Compliance Certification due
 - Quality Enhancement Plan (QEP) Topic: Committee led by Dr. Mary Clark
 - Dr. Belle Wheelan, President and Chief Executive Officer of SACSCOC visit: During the October 3 DBOT Retreat, Dr Wheelan will present on the DBOT role in reaffirmation process and October 4 College-wide Strategic Planning Summit
8. Jenzabar ERP Transition Update: All the College's business functions will be transitioned from Genesis to Jenzabar in October.
9. Commencement:
 - Thanked Trustees who participated in May 2 Commencement
 - Thanked Ms. Kathy Bucklew and all faculty and staff who volunteered and participated in the ceremony
 - Largest Commencement to date: 987 total students graduated and 706 participated in the Commencement ceremony
 - The first graduating class of Bachelor of Science in Early Childhood Education: achieved a 3.97 GPA and had field experiences in Polk County Public Schools
 - Collegiate High School Commencement Ceremonies:
 - Last week: May 17 in WHC, Polk State Chain of Lakes Collegiate High School
 - May 21 in WHC, Polk State Lakeland Collegiate High School
 - May 22 in WHC, Polk State Lakeland Gateway to College Collegiate High School
10. Supplementing Meeting Packet:
 - Article on the Florida Chamber Foundation - Florida Horizon Video Series (COP and Florida Chamber)
 - Press release from the Governor's Office: Governor announcing Florida College System as #1 in U.S.
 - The Ledger letter: Appreciative of Polk State's musicians

Attorney's Report:

a. President's 2019 Evaluation Summary

Attorney Don Wilson distributed the President's 2019 Evaluation Summary for the Board's review and adoption. He noted that the Board unanimously agreed that Dr. Falconetti had met expectations in all evaluation categories. He added that if the Board adopts the annual evaluation, the evaluation and the tool used to evaluate the President will then be submitted to the Florida Department of Education to comply with Florida statute.

Ms. Martinez moved, seconded by Mr. Littleton, to approve and adopt the President's 2019 Annual Evaluation. All members voted affirmatively.

Business Services Action Items:

a. Accounts Receivable Delinquent Accounts – Mr. Peter Elliott

Ms. Ross moved, seconded by Mr. Turner, to approve the Accounts Receivable Delinquent Accounts. All members voted affirmatively.

Business Services Informational Items: Mr. Peter Elliott

- a. Investment Interest Comparison for April 2019** – Mr. Elliott presented and reviewed the College’s Investment Interest Comparison for April 2019. No Board action required.
- b. Budget Amendment Summary for April 2019** – Mr. Elliott presented and reviewed the Budget Amendment Summary for April 2019 for the Board’s information. No Board action required.
- c. Financial Statements for April 2019** – Mr. Elliott presented and reviewed the Financial Statements for April 2019 for the Board’s information. No Board action required.
- d. Project Status Report, College-Wide for May 2019** – Mr. Elliott presented and reviewed the Project Status Report, College-Wide for May 2019 for the Board’s information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

a. Fall 2019 Education Abroad Program – Mr. Steve Hull

Ms. Martinez moved, seconded by Ms. Ross, to approve the Fall 2019 Education Abroad Program. All members voted affirmatively.

Academic & Student Services Informational Items:

None.

Collegiate High School Report:

a. Polk State Lakeland Gateway to College Collegiate High School Report – Dr. Corey Barnes

Dr. Barnes provided a brief update on the Polk State Lakeland Gateway to College Collegiate High School (Gateway) 2019-2020 Recruitment Data. He noted that the application period ended on May 3 and Gateway continues to have an overwhelming application response with the receipt of approximately 161 total applicants. Anticipated available seats for acceptance is 126 and anticipated students to be placed on wait list is 35. Final enrollment stats for the fall 2019 term will be calculated once the waiting list procedure ends at the end of the summer. Dr. Barnes also shared that the Polk County School Board recently approved an increase in Gateway’s enrollment cap for the 2020 academic year.

First Reading Board Rules (No action required):

a. DBOT Rule 1.01, Board Membership and Organization – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 1.01, Board Membership and Organization. He reviewed the proposed revisions made to Rule 1.01 and advised the Trustees that it will be presented for final approval at the June 24, 2019, Board meeting.

b. DBOT Rule 1.02, Board Meetings – Mr. Peter Elliot

Mr. Elliott presented as a first-read item revised DBOT Rule 1.02, Board Meetings. He reviewed the proposed revisions made to Rule 1.02 and advised the Trustees that it will be presented for final approval at the June 24, 2019, Board meeting.

c. DBOT Rule 1.03, Duties and Powers of the Board – Mr. Peter Elliot

Mr. Elliott presented as a first-read item revised DBOT Rule 1.03, Duties and Powers of the Board. He reviewed the proposed revisions made to Rule 1.03 and advised the Trustees that it will be presented for final approval at the June 24, 2019, Board meeting.

d. DBOT Rule 1.07, Trustee Performance Standards – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 1.07, Trustee Performance Standards. He reviewed the proposed revisions made to Rule 1.07 and advised the Trustees that it will be presented for final approval at the June 24, 2019, Board meeting.

e. DBOT Rule 1.09, Authority to Sign Contracts – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 1.09, Authority to Sign Contracts. He reviewed the proposed revisions made to Rule 1.09 and advised the Trustees that it will be presented for final approval at the June 24, 2019, Board meeting.

f. DBOT Rule 1.10, Selection and Appointment of the College President – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 1.10, Selection and Appointment of the College President. He reviewed the proposed revisions made to Rule 1.10 and advised the Trustees that it will be presented for final approval at the June 24, 2019, Board meeting.

g. DBOT Rule 2.04, Organization – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised Rule 2.04, Organization. He reviewed the proposed revisions made to Rule 2.04 and advised the Trustees that it will be presented for final approval at the June 24, 2019, Board meeting.

Second Reading Board Rules (Final Approval):

None.


Board Discussion:

Adjournment:

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



Mr. Dan Dorrell 6/24/19
DBOT Chair Date



Dr. Angela M. Garcia Falconetti 6/24/19
President Date