

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, January 28, 2019 – 4:00 p.m.
Lakeland Campus, LTB 1100

Dr. Angela M. Garcia Falconetti called the January 28, 2019, 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: Angel Green, Lakeland Campus - Selected as the Florida College System Activities Association (FCSAA) Forensics Division Student of the Month for November 2018.

Foundation Special Recognitions: Ms. Tracy Porter

Dr. Falconetti recognized and thanked Foundation Board Chair, Mr. Gary Boyer, for his service. Ms. Porter introduced Mr. Boyer to speak about today's special recognition. Mr. Boyer acknowledged a \$50,995.17 gift from the Polk State College Employee Giving campaign for scholarships and programs, reflecting the generosity of Polk State employees in 2018. Representing the College Employee Giving campaign were Mr. Andy Oguntola, Director of the JD Alexander Center, who represented the Administrator employee group; Ms. Karen Moore, Director of Development, who represented Professional/Technical employees; Ms. BJ Lewis, Administrative Assistant, who represented Career staff; and Ms. Cynthia Freitag, who represented Faculty. Ms. Lewis briefly addressed the Board and stated that "the honor is ours to do what we can to continue student success at Polk State College."

Special Recognitions: Dr. Angela M. Garcia Falconetti

1. Dr. Falconetti acknowledged the Polk State College Foundation Board of Directors, Executive Director of the Polk State Foundation Ms. Tracy Porter, Foundation staff, and Polk State Baseball Coach Al Corbeil and his team for their efforts in ensuring a very successful golf tournament on January 17. In addition, she congratulated Director of the Office of Equity, Diversity, and Inclusion (OEDI) Ms. Val Baker and OEDI staff for an outstanding January 9 Dr. Martin Luther King, Jr. Luncheon.
2. Dr. Falconetti recognized student athlete Ms. Hannah Dearing of the Polk State Soccer Team for being named to the 2018 Junior College Scholar All-America Second Team. Ms. Dearing was supported and joined by several members of the Polk State Soccer Team. Dr. Falconetti emphasized that Ms. Dearing maintained a 4.00 GPA, played in each of Polk State's 13 games this season, of which she started 12.
3. Dr. Falconetti briefly recognized retiring Athletic Director Mr. Bing Tyus. Mr. Tyus was accompanied by his wife, Deb Tyus, who recently retired from Polk State from her long-time role as an administrative assistant in the Winter Haven Provost's Office. Dr. Falconetti acknowledged Mr. Tyus' profound impact on Polk State's Athletics Program and its success both academically and athletically. Mr. Tyus shared that he came to Polk State in 1983 and he thanked the College and the Board for their support during his journey.

4. Dr. Falconetti briefly recognized retiring Polk State Chain of Lakes Collegiate High School (COL) Principal Ms. Bridget Fetter. Dr. Falconetti noted that Ms. Fetter was the founding principal when COL opened in August 2006 and commended her on the manner in which she is dedicated to her students and the charter school mission. Ms. Fetter expressed gratitude for the opportunity to be on the ground floor of the collegiate charter high school movement and thanked all for the team effort and support.

Agenda:

Ms. Ross moved, seconded by Ms. Martinez, to approve the agenda for January 28, 2019. All members voted affirmatively.

Consent Agenda Items: Mr. Peter Elliott

- a. **Payroll Distribution for November 2018** – Approved on consent agenda. Board action is required.
- b. **Payroll Distribution for December 2018** – Approved on consent agenda. Board action is required.
- c. **Expenditure Summary for November 2018** – Approved on consent agenda. Board action is required.
- d. **Expenditure Summary for December 2018** – Approved on consent agenda. Board action is required.
- e. **Tangible Personal Property Deletions for December 2018** – Mr. Peter Elliott – Approved on consent agenda. Board action is required.
- f. **Personnel Actions Report for November and December 2018** – Approved on consent agenda. Board action is required.

Mr. Littleton moved, seconded by Mr. Turner, to approve the consent agenda items for November and December 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. **November 26, 2018, Board Minutes**

Ms. Barnett moved, seconded by Mr. Turner to approve the November 26, 2018, Board minutes. All members voted affirmatively.

President's Report

1. Dr. Falconetti distributed copies of the January/February 2019 issue of "What's up?" which lists recent and current happenings at Polk State College.
2. **Enrollment for Spring 2019** – Full-time equivalent (FTE) enrollment is up 1.2% and Dr. Falconetti thanked both Student and Academic Services for all their efforts in ensuring that enrollment continues to increase.
3. **Preparation for the 2019 Legislative Session** – Dr. Falconetti distributed a copy of Polk State's 2019 Legislative Agenda. She highlighted several components of the College's legislative priorities for the 2019 Legislative Session; noted that on-going efforts were underway to present the College's legislative agenda to all members of the Polk County Delegation and beyond; stated that coordination is underway with the Florida Chamber to produce a Polk State video that will advocate for and promote the College on a state-wide level; and that she recently completed her duties on Governor DeSantis's Education and Workforce Transition Team, in which the final meeting focused on workforce development, credentials, and jobs.
4. **Trustee Meeting Reminders**
 - a. February 10-13, 2019, American Association of Community Colleges Trustees meeting in Washington, D.C.
 - b. March 13-14, 2019, Trustees Legislative Conference in Tallahassee; March 12 is Polk County Day.
5. Vice President, Institutional Effectiveness, Assessment and Research Dr. Mary Clark begins duties on March 4.
6. Polk County Public Schools will eliminate bus services for charter schools effective August 2019. This would impact transportation to and from Polk State's three charter high schools and the use of busses for field trips. Dr. Falconetti expressed concern that a lack of transportation could negatively impact the diversity of the charter high school student demographic. She emphasized that College and charter high school leadership is already strategizing about transportation alternatives.
7. Dr. Falconetti briefed the Board on the prospective unionization of adjunct faculty by the Service Employees International Union (SEIU). SEIU's Faculty Forward campaign is a national movement to unionize faculty in higher education. Dr. Falconetti provided a timeline to the Board on the College's education campaign efforts.
8. Dr. Falconetti distributed the Polk State 2019 Spring Arts Schedule for the Board's information.

Attorney's Report:

None.

Business Services Action Items:

None.

Business Services Informational Items: Mr. Peter Elliott

- a. **Investment Interest Comparison for December 2018** – Mr. Elliott presented and reviewed the College’s Investment Interest Comparison for December 2018. No Board action required.
- b. **Budget Amendment Summary for November 2018** – Mr. Elliott presented and reviewed the Budget Amendment Summary for November 2018 for the Board’s information. No Board action required.
- c. **Budget Amendment Summary for December 2018** – Mr. Elliott presented and reviewed the Budget Amendment Summary for December 2018 for the Board’s information. No Board action required.
- d. **Financial Statements for December 2018** – Mr. Elliott presented and reviewed the Financial Statements for December 2018 for the Board’s information. No Board action required.
- e. **Project Status Report, College-Wide for December 2018 and January 2019** – Mr. Elliott presented and reviewed the Project Status Report, College-Wide for December 2018 and January 2019 for the Board’s information. No Board action required.

Items Removed from the Consent Agenda:

None.

Academic & Student Services Action Items:

- a. **2019-2020 College Calendar – Mr. Steve Hull**

Mr. Littleton moved, seconded by Ms. Barnett to approve the 2019-2020 College Calendar. All members voted affirmatively.

Academic & Student Services Informational Items:

None.

Collegiate High School Report:

- a. **Polk State Chain of Lakes Collegiate High School Accountability Plan Report – Ms. Bridget Fetter**

Ms. Fetter provided an overview of Polk State Chain of Lakes Collegiate High School’s (COL) performance targets and performance outcomes. She noted that COL uses its SAT and ACT scores to measure performance against the district (Polk County Public Schools) and state scores. The average SAT and ACT scores of the graduating class as a whole, as well as the average(s) for each subgroup, exceeded the scores for Polk County and Florida in reading and math. The accountability plans for science and writing were exceeded, which reflect the percentage of Polk State College’s English Composition (ENC 1101, 1102) and college science course enrollees completing the course with a “C” or higher. The target for social studies exceeded proficiency as identified by the Florida Department of Education on End of Course Exam for US History.

First Reading Board Rules (No action required):

a. DBOT Rule 2.25, Drug-Free Workplace – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 2.25, Drug-Free Workplace. He reviewed the proposed revisions made to Rule 2.25 and advised the Trustees that it will be presented for final approval at the February 25, 2019, Board meeting.

b. DBOT Rule 2.27, Animals on College Property – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 2.27, Animals on College Property. He reviewed the proposed revisions made to Rule 2.27 and advised the Trustees that it will be presented for final approval at the February 25, 2019, Board meeting.

c. DBOT Rule 5.24, Identity Theft Prevention Program – Mr. Peter Elliott

Mr. Elliott presented as a first-read item revised DBOT Rule 5.24, Identity Theft Prevention Program. He reviewed the proposed revisions made to Rule 5.24 and advised the Trustees that it will be presented for final approval at the February 25, 2019, Board meeting.

d. DBOT Rule 3.27, Harassment and Sexual Harassment – Ms. Val Baker

Ms. Baker presented as a first-read item revised DBOT Rule 3.27, Harassment and Sexual Harassment. She reviewed the proposed revisions made to Rule 3.27 and advised the Trustees that it will be presented for final approval at the February 25, 2019, Board meeting.

e. DBOT Rule 4.24, Policy Regarding Religious Observances by Students – Ms. Val Baker

Ms. Baker presented as a first-read item revised DBOT Rule 4.24, Policy Regarding Religious Observances by Students. She reviewed the proposed revisions made to Rule 4.24 and advised the Trustees that it will be presented for final approval at the February 25, 2019, Board meeting.

f. DBOT Rule 4.26, Student Appeal Complaint Policy – Ms. Val Baker

Ms. Baker presented as a first-read item revised DBOT Rule 4.26, Student Appeal Complaint Policy. She reviewed the proposed revisions made to Rule 4.26 and advised the Trustees that it will be presented for final approval at the February 25, 2019, Board meeting.


Second Reading Board Rules (Final Approval):

None.

Board Discussion: Ms. Martinez congratulated Ms. Bridget Fetter on her professional accomplishments and retirement. Mr. Littleton thanked Ms. Bridget Fetter for all she has done to support students and commended Polk State employees and their generosity in donating to the Polk State College Employee Giving campaign.

Adjournment:

Having no further business, the meeting adjourned at 5:08 p.m.



Mr. Dan Dorrell
DBOT Chair

Date

2/25/18

 2/26/19
Dr. Angela M. Garcia Falconetti Date
President