

**MINUTES**  
**POLK STATE COLLEGE**  
**District Board of Trustees Meeting**  
**Monday, February 26, 2024 – 4:00 p.m.**  
**Polk State Lakeland Campus, LTB 1100**

Dr. Angela M. Garcia Falconetti called the February 26, 2024, District Board of Trustees meeting to order at 4:00 p.m.

**Members Present:** Ms. Ashley Bell Barnett, Ms. Ann Barnhart, Mr. Greg Littleton, Ms. Teresa Martinez, Ms. Cindy Hartley Ross, and Mr. Ashley Troutman

**Members Absent:**

**Special Recognition: Dr. Angela Garcia Falconetti**

President Garcia Falconetti welcomed Dr. Steve Warner, Vice President for Resource Development & Executive Director of the Foundation, and Dr. Jay Culver, Associate Vice President for Student Services on the Lakeland Campus, who both began their service on February 12.

**Agenda:**

Ms. Ross moved, seconded by Ms. Barnhart, to approve the agenda for February 26, 2024. All members voted affirmatively.

**Consent Agenda Items: Ms. Cindy Baker**

- a. **Tangible Personal Property Deletions for February 2024** – Approved on consent agenda. Board action is required.
- b. **Polk State College Personnel Actions Report for January 2024** – Approved on consent agenda. Board action is required.
- c. **Polk State College Salary Schedule Changes for February 2024** – Approved on consent agenda. Board action is required.

Ms. Bell Barnett moved, seconded by Mr. Littleton, to approve the consent agenda items for January and February 2024. 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. **January 29, 2024, Board Minutes**

Ms. Bell Barnett moved, seconded by Ms. Barnhart, to approve the January 29, 2024, Board minutes. All members voted affirmatively.

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

**a. Executive Leadership Team**

- President Garcia Falconetti distributed an Executive Leadership Team organizational chart for the Board's information. She noted that these employees report directly to her.

**b. Legislative Update**

- The Legislative Session began on January 9.
  - President Garcia Falconetti provided a verbal update on the budget position at this point in the session, as the legislative process advances toward Budget Conference, which is expected to begin this week.
  - Current versions of two bills, that if passed, will impact the College: SB 0996 – Education and SB 2516 – Education were distributed for the Board's information.
- **Association of Community College Trustees (ACCT) National Legislative Summit | February 4-7, 2024 | Washington, D.C**
  - Accompanying President Garcia Falconetti in Washington, D.C. was Chair Martinez, Vice Chair Ross, Trustee Barnhart, and Trustee Troutman.
- **ACCT Leadership Congress | October 23-26, 2024 | Seattle**
  - President Garcia Falconetti pointed the Board to the email she sent them the previous day regarding the event. Registration for the event is open and she asked Board members to notify Christine Lee by Thursday, March 7, if available and interested in attending.

**c. Spring Semester 2024**

- President Garcia Falconetti invited AdventHeath Dean of Nursing Dr. Deleise Wilson to address the Board regarding the 2023 NCLEX first-time passage rates.
  - 2023 Cumulative Score: 95.05%
  - First Quarter: 86.11%
  - Second Quarter: 100%
  - Third Quarter: 100%
  - Fourth Quarter: 100%
  - National Average: 87.75%
- Spring enrollment as of 7:30 a.m. on February 26
  - Full-Time Enrollment up 6.5%
  - Total Headcount up 8.1%

**d. Select Events**

- Polk State College Unity Day Homecoming Tailgate | February 29 | 12 p.m. | WHC Courtyard/Gym Lobby
- Spring Break | March 11-15
- Professional Development Day | April 12 | 8:30 a.m. | Lakeland Campus

- Two general sessions: Faculty with Provost Dr. Amy Bratten and Staff with Vice President for Human Resources Stacey Cary

**e. Highlights of Selective Successes and Positive News**

- *Tampa Bay Business Journal* “Power 100: These are Tampa Bay’s Power 100, the most influential businesspeople in 2024”

**Attorney’s Report:**

Attorney Wilson announced that the DBOT’s self-evaluation instrument will be sent electronically to the Board members following today’s meeting. A deadline for completion will be provided in the email. The results summary of the self-evaluation will be presented during the next Board meeting on March 25, 2024.

**Business Services Action Items:**

**a. Approval of RFQ #23-02 Construction Manager at Risk Services, Lakeland Academic Center (LAC), Building #1, Lakeland Campus – Mr. Reggie Webb**

Mr. Webb presented and recommended approval of the ranking of firms for RFQ #23-02 Construction Manager at Risk Services, Lakeland Academic Center (LAC), Building #1, Lakeland Campus.

Ms. Barnhart moved, seconded by Ms. Ross, to approve the ranking of firms for RFQ #23-02 Construction Manager at Risk Services, Lakeland Academic Center (LAC), Building #1, Lakeland Campus. All members voted affirmatively.

**Business Services Informational Items: Ms. Cindy Baker and Mr. Reggie Webb**

- a. Investment Interest Comparison for January 2024 – Ms. Baker presented and reviewed the College’s Investment Interest Comparison for January 2024 for the Board’s information. No Board action required.**
- b. Financial Statements for January 2024 – Ms. Baker presented and reviewed the Financial Statements for January 2024 for the Board’s information. No Board action required.**
- c. Capital Project Status Report for February 2024 – Mr. Webb presented and reviewed the Capital Project Status Report for February 2024 for the Board’s information. No Board action required.**

**Items Removed from the Consent Agenda:**

None.

**Academic & Student Services Action Items:**

None.

**Academic and Student Services Informational Items:**

None.

**Collegiate High School Report:**

- a. **Polk State Lakeland Gateway to College Collegiate High School Report of Charter Goals for Academic Year 2022-2023 – Dr. Meesha Downing-Townsend**

Dr. Downing-Townsend provided an update on Polk State Lakeland Gateway to College Collegiate High School Report of Charter Goals for Academic Year 2022-2023 for the Board's information.

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

- a. **DBOT Rule 4.01, Code of Conduct for Students and Student Organizations - Mr. Reggie Webb**

Mr. Webb presented as a first-read item revised DBOT Rule 4.01, Code of Conduct for Students and Student Organizations. He reviewed the proposed revisions made to Rule 4.01 and advised the Board that it will be presented for final approval at the March 25, 2024, Board meeting.

- b. **DBOT Rule 4.02, Admissions Policy - Mr. Reggie Webb**

Mr. Webb presented as a first-read item revised DBOT Rule 4.02, Admissions Policy. He reviewed the proposed revisions made to Rule 4.02 and advised the Board that it will be presented for final approval at the March 25, 2024, Board meeting.

- c. **DBOT Rule 4.15, International Students - Mr. Reggie Webb**

Mr. Webb presented as a first-read item revised DBOT Rule 4.15, International Students. He reviewed the proposed revisions made to Rule 4.15 and advised the Board that it will be presented for final approval at the March 25, 2024, Board meeting.

- d. **DBOT Rule 4.23, Educational Opportunity for Students with Disabilities - Mr. Reggie Webb**

Mr. Webb presented as a first-read item revised DBOT Rule 4.23, Educational Opportunity for Students with Disabilities. He reviewed the proposed revisions made to Rule 4.23 and advised the Board that it will be presented for final approval at the March 25, 2024, Board meeting.

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

None.

**Board Discussion:**

Chair Martinez shared an article she read from ACCT's *Trustee Quarterly* titled "Protecting the Wellbeing of Your CEO" for the Board's information.

**Adjournment:**

Having no further business, the meeting adjourned at 5:00 p.m.

  
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Ms. Teresa Martinez  
DBOT Chair

4/25/24  
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Date

  
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Dr. Angela M. Garcia Falconetti  
President

4/25/24  
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Date