

**MINUTES**  
**POLK STATE COLLEGE**  
**District Board of Trustees Meeting**  
**Monday, March 25, 2024 – 4:00 p.m.**  
**Polk State Center for Public Safety, CPS 267**

Dr. Angela M. Garcia Falconetti called the March 25, 2024, District Board of Trustees meeting to order at 4:00 p.m.

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

**Members Absent:** Ms. Ann Barnhart

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

**a. Student Activities & Leadership Office (SALO)**

- President Garcia Falconetti introduced Ms. Aaliyah Jones, President, Lakeland Student Government Association (SGA), and Mr. Jamior Flis, Student Engagement Specialist, Lakeland SGA to provide an update on SGA goals and accomplishments for this year. Ms. Jones shared that unity has been the central theme for all endeavors.
- The students presented an SGA jacket to Chair Martinez and provided a small token of appreciation to the rest of the Board members.

**b. Beth Luckett, Dean, Health Sciences**

- President Garcia Falconetti introduced Dean Luckett, who shared several highlights across the eight Health Sciences programs.
  - Physical Therapist Assistant (PTA) – first returning cohort to start May 2024 with 37 applications and 23 qualified to fill 24 seats.
  - Cardiovascular Technology (CVT) – investigating the addition of an electrophysiology (EP) component to curriculum to increase job opportunities and credentialing.
  - Diagnostic Medical Sonography (DMS) – December 2023 graduates had 100% board exam pass rate.
  - Radiography Program (RTE) – virtual reality lab now in place at Airside West Center for students to practice working in a simulated X-ray room.
  - Emergency Medical Services (EMR, EMT, Paramedic) – working with Lakeland Regional Health ER doctors to finalize a Mass Casualty Incident (MCI) drill at the Polk State Center for Public Safety (CPS).
  - Across all eight Health Sciences programs, board exam pass rates range from 95% to 100%.

**Agenda:**

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve the agenda for March 25, 2024. All members voted affirmatively.

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

- a. **Polk State College Personnel Actions Report for February 2024** – Approved on consent agenda. Board action is required.
- b. **Polk State College Salary Schedule Changes for March 2024** – Approved on consent agenda. Board action is required.
- c. **Polk State College Collegiate High Schools Salary Schedule Changes for March 2024** – Approved on consent agenda. Board action is required.

Mr. Littleton moved, seconded by Ms. Bell Barnett, to approve the consent agenda items for February and March 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. **February 26, 2024, Board Minutes**

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve the February 26, 2024, Board minutes. All members voted affirmatively.

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

- a. **Legislative Update**

- The Legislative Session concluded on March 8.
  - Public Education Capital Outlay (PECO) funds: \$8.1 million for Haines City-Davenport Campus; \$1.5 million for Lakeland Academic Center (LAC), Building #1
    - Letters of support sent by:
      - U.S. Congressman Scott Franklin
      - AdventHealth/Heart of Florida CEO Tim Clark
      - Lakeland Regional Health CEO Danielle Drummond
      - Central Florida Development Council (CFDC) CEO Sean Malott
      - Polk Vision Executive Director Kim Long

- b. **Spring 2024 Semester**

- Spring Enrollment as of 7:30 a.m. on March 25
  - FTE up 6.2%
  - Total Headcount up 8.2%

- c. **Florida Department of Education (FDOE) Linking Industry to Nursing Education (LINE) Fund**

- FDOE notified the College as being awarded the 2023-2024 LINE Fund.

**d. Select Events**

- Aerospace Program Alumni Sun ‘n Fun Airshow Cookout | 3:30 p.m. | April 12 | Airside East Center
- Professional Development Day | 8 a.m. | April 18 | Lakeland Campus
- A Night of Legacy Gala in the Garden | 6 p.m. | April 18 | Winter Haven Campus

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

- *The Ledger* “State budget boosts Polk State College campus, road projects in Polk County”

**Attorney’s Report:**

**a. DBOT Self-Evaluation Report**

Attorney Wilson previously sent the DBOT’s self-evaluation instrument to the Board members via email on Thursday, February 29, 2024, and asked Board members to respond to the self-evaluation questionnaire by March 15, 2024. Based upon the received survey results, a final, aggregated self-evaluation report was compiled and distributed in the form of an executive summary. The final report was delivered to the Board members at today’s District Board of Trustees meeting for their information and review, and as part of the College’s on-going accreditation process. Mr. Wilson emphasized that it was reassuring that the Trustees are in general agreement that the Board is appropriately fulfilling its responsibilities and functions, and that comments by some of the Board members were beneficial and will assist the administration on providing information and educational opportunities for the Board. Formal adoption of the DBOT self-evaluation is not required. Mr. Wilson thanked the Board for participating in its annual self-evaluation process and announced that the President will provide her self-evaluation to the Board during the April 22 DBOT meeting, in anticipation of her evaluation during the May 20 DBOT meeting.

**Business Services Action Items:**

**a. Approval of RFQ #23-01 Architect and Engineering 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 #23-01 Architect and Engineering Services, Lakeland Academic Center (LAC), Building #1, Lakeland Campus.

Ms. Ross moved, seconded by Mr. Troutman, to approve the ranking of firms for RFQ #23-01 Architect and Engineering 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 February 2024** – Ms. Baker presented and reviewed the College’s Investment Interest Comparison for February 2024 for the Board’s information. No Board action required.

- b. Financial Statements for February 2024** – Ms. Baker presented and reviewed the Financial Statements for February 2024 for the Board’s information. No Board action required.
- c. Capital Project Status Report for March 2024** – Mr. Webb presented and reviewed the Capital Project Status Report for March 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 2024 Recruitment/ Enrollment Plan – Dr. Meesha Downing-Townsend**

Dr. Downing-Townsend provided an update on Polk State Lakeland Gateway to College Collegiate High School 2024 Recruitment/Enrollment Plan for the Board’s information.

- b. Polk State Lakeland Collegiate High School 2024 Recruitment/ Enrollment Plan – Dr. Meesha Downing-Townsend on behalf of Mr. Rick Jeffries**

Dr. Downing-Townsend provided an update on Polk State Lakeland Collegiate High School 2024 Recruitment/Enrollment Plan for the Board’s information.

- c. Polk State Chain of Lakes Collegiate High School 2024 Recruitment/ Enrollment Plan – Ms. Patrice Bryant-Thigpen**

Ms. Patrice Bryant-Thigpen provided an update on Polk State Chain of Lakes Collegiate High School 2024 Recruitment/Enrollment Plan for the Board’s information.

**First Reading Board Rules (No action required):**  
None.

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

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

Mr. Webb presented and recommended approval of the revised DBOT Rule 4.01, Code of Conduct for Students and Student Organizations.

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve the revised DBOT 4.01, Code of Conduct for Students and Student Organizations.

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

Mr. Webb presented and recommended approval of the revised DBOT 4.02, Admissions Policy.

Mr. Littleton moved, seconded by Ms. Ross, to approve the revised DBOT 4.02, Admissions Policy.

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

Mr. Webb presented and recommended approval of the revised DBOT 4.15, International Students.

Mr. Littleton moved, seconded by Ms. Bell Barnett, to approve the revised DBOT 4.15, International Students.

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

**Reggie Webb**


Mr. Webb presented and recommended approval of the revised DBOT Rule 4.23, Educational Opportunity for Students with Disabilities.

Ms. Bell Barnett moved, seconded by Ms. Ross, to approve the revised DBOT Rule 4.23, Educational Opportunity for Students with Disabilities.

**Board Discussion:**

**Adjournment:**

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

  
Ms. Teresa Martinez  
DBOT Chair

  
Date

  
Dr. Angela M. Garcia Falconetti  
President

4/22/2024  
Date