

MINUTES
POLK STATE COLLEGE
District Board of Trustees Meeting
Monday, May 20, 2024 – 4:00 p.m.
Polk State Lakeland Campus, LTB 1100

Dr. Angela M. Garcia Falconetti called the May 20, 2024, District Board of Trustees meeting to order at 4:05 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

- a. President Garcia Falconetti introduced Dr. Michael Bleich, Interim Dean of Nursing, who joined the meeting via Zoom. Dr. Bleich shared that his tenure with the College would be ending in a couple of weeks. He thanked President Garcia Falconetti and the District Board of Trustees for their support during his time at the College. He then provided a timeline of his efforts and main priorities and goals while serving as Interim Dean of Nursing.

Agenda:

Mr. Littleton moved, seconded by Ms. Bell Barnett, to approve the agenda for May 20, 2024. All members voted affirmatively.

Consent Agenda Items: Ms. Cindy Baker

- a. **Tangible Personal Property Deletions for May 2024** – Approved on consent agenda. Board action is required.
- b. **Polk State College Personnel Actions Report for April 2024** – Approved on consent agenda. Board action is required.

Ms. Bell Barnett moved, seconded by Mr. Troutman, to approve the consent agenda items for April and May 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. **April 22, 2024, Board Minutes**

Mr. Littleton moved, seconded by Ms. Barnhart, to approve the April 22, 2024, Board minutes. All members voted affirmatively.

President's Report – Dr. Angela Garcia Falconetti

- a. **Legislative Update**

- The 2024 Legislative Session concluded on March 8.
 - Governor DeSantis has yet to sign the General Appropriations Act (GAA).

b. House Bill 1285

- President Garcia Falconetti reminded the Board that HB 1285 proposes a pilot project concept to offer the Associate in Arts degree and relevant baccalaureate degree programs in an online format to out-of-state students for \$290 per credit hour. Polk State was selected as one of three Florida College System (FCS) colleges to participate in the pilot program. More information regarding the implementation of the bill is needed and the Florida Department of Education is currently scheduling a meeting to occur in early June. The Board will be informed as the College learns more details.

c. Carlos Alvarez, Founder of Civica Network

- President Garcia Falconetti met with Mr. Alvarez and toured the City of Hialeah Educational Academy (COHEA) on May 7 to discuss the high school civics model.

d. Commissioner Manny Diaz Florida Department of Education Convenings

- President Garcia Falconetti and Chair Teresa Martinez will attend the Commissioner's Convening with Presidents and Board Chairs from both the State University System (SUS) and the FCS | May 30 | 1 p.m. to 4 p.m. | Miami Dade Wolfson Campus
 - The purpose of the Presidents' Convening is to continue dialogue and identify collaborative strategies for improving articulation and expanding pathways to high-quality postsecondary education for all Floridians. Discussion topics will include current legislation, implementation, teacher preparation, and updates on accreditation.
- President Garcia Falconetti and Provost Amy Bratten will attend the Commissioner's Summit on Growing Florida's Teacher Pipeline | May 31 | 8:30 a.m. to 2:30 p.m. | Miami Dade Wolfson Campus
 - During the Summit, leaders in the SUS, FCS, and school districts will engage in work that promotes collaboration and innovation to meet Florida's teacher workforce demands.

e. Spring 2024 Semester

- Summer Enrollment as of 7:30 a.m. on May 20
 - FTE up 4.9%
 - Total Headcount up 4.9%

f. Select Events

- Spring Commencement - Two Ceremonies | May 2 | 10:30 a.m. and 6:30 p.m. | RP Funding Center

- Approximately 403 students walked during the 10:30 a.m. ceremony and approximately 418 walked at 6:30 p.m.
- Kenneth C. Thompson Institute of Public Safety (KCTIPS) Graduation | May 21 | 6 p.m. | Polk State College Center for Public Safety (CPS)

g. Presentation: Federal Compliance Report for 2022-2023 Academic Year

- President Garcia Falconetti requested Mr. Bob Evans, Interim Executive Director, Student Financial Services, to provide a presentation to the Board of the Corrective Action Plan for Federal Financial Aid Awards Audit for the fiscal year ending June 30, 2023.
 - Mr. Evans provided an overview of the areas reviewed:
 - Overall compliance with federal requirements
 - Operational effectiveness
 - Finances
 - Academics
 - Results of the Audit | Two Findings
 - Federal Refunds (R2T4)
 - Reporting of Enrollment to the National Student Loan Data System (NSLDS) for students
 - Next Steps
 - Formal response to the State Auditor General has been provided by the President.
 - The State Auditor General's Report has been submitted to the U.S. Department of Education (ED).
 - ED has not yet issued their determination letter to the College.
 - Summary of corrective actions has been created.
 - Detailed corrective action steps will be prepared for review by the time of the next State audit.
 - Work will continue throughout the balance of the summer/fall on the corrective plans.

h. Presentation: Ellucian Banner Update

- President Garcia Falconetti requested Dr. Mary Clark, Vice President for Institutional Effectiveness, Accreditation, and Research, to provide an update to the Board on the implementation of Ellucian Banner Enterprise Resource Planning System (ERP).
 - An ERP is the data backbone for the College - it is responsible for the collection, storage, and interpretation of academic, operational, and financial data in real time.
 - The College selected Ellucian Banner in January 2022 utilizing a selection process facilitated by a multi-disciplinary technical team.
 - Ellucian Banner's product offers an integrated digital campus called the Polk Portal, where students and employees can:
 - Communicate

- Locate information
 - Accomplish tasks
- Implementation Timeline
 - September 2023 – Banner Finance Self-Service
 - May 20, 2024 – Banner Financial Aid Self-Service
 - June 3, 2024 – Banner Student Self-Service
 - June 24, 2024 – Banner Employee Self-Service
- Ellucian Banner communication and training for students and employees have been disseminated and continue to be developed as progress is made on implementation.
- A live demonstration of Ellucian Banner is slated to occur during the June 24 Board meeting.

Attorney's Report:

a. President's 2023-2024 Annual Evaluation

Attorney Don Wilson distributed the President's 2024 Evaluation Summary for the Board's review and adoption. He noted the Board unanimously agreed that President 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's Division of Florida Colleges to comply with Florida statute.

Ms. Bell Barnett moved, seconded by Mr. Littleton, to approve and adopt the President's 2024 Annual Evaluation. All members voted affirmatively.

b. President's 2024-2025 Annual Contract

Attorney Don Wilson noted that the President's 2024-2025 Annual Contract would be tabled until the next Board meeting on June 24, 2024.

Business Services Action Items:

a. Approval of RFP #24-02 Website Design, Development, Hosting, and Maintenance – Ms. Cindy Baker

Ms. Baker presented and recommended for approval the ranking and recommendation of RFP #24-02 Website Design, Development, Hosting, and Maintenance.

Ms. Barnhart moved, seconded by Ms. Ross, to approve RFP #24-02 Website Design, Development, Hosting, and Maintenance and to enter contract negotiations with the top tiered firm Echo. All members voted affirmatively.

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

- a. Investment Interest Comparison for April 2024** – Ms. Baker presented and reviewed the College's Investment Interest Comparison for April 2024 for the Board's information. No Board action required.

- b. Financial Statements for April 2024** – Ms. Baker presented and reviewed the Financial Statements for April 2024 for the Board’s information. No Board action required.
- c. Capital Project Status Report for May 2024** – Mr. Webb presented and reviewed the Capital Project Status Report for May 2024 for the Board’s information. No Board action required.
- d. College-Wide Comprehensive Safety Inspection, FY 2023-2024** – Mr. Reggie Webb presented and reviewed the College-Wide Comprehensive Safety Inspection, FY 2023-2024 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:

- a. Projected Summer 2024 – Summer 2025 Education Abroad/Away Experiences - Dr. Amy Bratten** – Dr. Bratten presented and reviewed the Projected Summer 2024 - Summer 2025 Education Abroad/Away Experiences for the Board’s information. No Board action required.

Collegiate High School Report:

- a. Polk State Lakeland Collegiate High School Enrollment Statistics 2024-2025 - Mr. Rick Jeffries**

Mr. Jeffries presented and reviewed the 2024-2025 Polk State Lakeland Collegiate High School Enrollment Statistics for the Board’s information. No Board action required.

- b. Polk State Lakeland Gateway to College Collegiate High School Enrollment Statistics 2024-2025 - Mr. Rick Jeffries on behalf of Dr. Meesha Downing-Townsend**

Mr. Jeffries presented and reviewed the 2024-2025 Polk State Lakeland Gateway to College Collegiate High School Enrollment Statistics for the Board’s information. No Board action required.

- c. Polk State Chain of Lakes Collegiate High School Enrollment Statistics 2024-2025 – Ms. Patrice Bryant-Thigpen**

Ms. Patrice Bryant-Thigpen presented and reviewed the 2024-2025 Polk State Chain of Lakes Collegiate High School Enrollment Statistics for the Board’s information. No Board action required.

First Reading Board Rules (No action required):

None.

Second Reading Board Rules (Final Approval):


None.

Board Discussion:

The next DBOT meeting will occur on Monday, June 24, 2024, at the Polk State Winter Haven Campus in WST 126 with a 3 p.m. Budget Workshop, immediately followed by a Regular Board meeting at 4 p.m.

Adjournment:

Having no further business, the meeting adjourned at 5:40 p.m.

 6/24/2024

Ms. Teresa Martinez Date
DBOT Chair

 6/24/2024

Dr. Angela M. Garcia Falconetti Date
President