

PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES MEETING Board Meeting Minutes of August 9, 2016 – 5:00 p.m. Multi-Media Board Room (CE 129), Lake Worth, Florida

Attendees	Title
<i>District Board of Trustees</i>	
Wendy S. Link, Esq.	Chairperson
Charles K. Cross, Jr.	Vice Chairperson
John W. Dowd, III	Trustee
Carolyn L. Williams	Trustee
David Hernandez	Student Trustee
<i>Cabinet Members</i>	
Ava L. Parker, J.D.	President
Dr. Peter Barbatis	VP, Student Services & Enrollment Mgmt.
Richard Becker	VP, Admin. & Business Services
Dr. Ginger Pedersen	VP, Information Services
Dr. Roger Yohe	VP, Academic Affairs
Suellen Mann	Executive Director, Foundation
Rachael Ondrus	ED, Community Engagement & Special Assist to the President
Dr. Grace Truman	Director, College Relations & Marketing
Dr. Holly Bennett	VP, Institutional Effectiveness & Provost, Palm Beach Gardens
Dr. Bernadette Russell	VP, e-Learning & Provost, Boca Raton Campus
Dr. Maria Vallejo	VP, Growth and Expansion & Provost, Belle Glade & Lox Groves

Meeting Call to Order and Pledge of Allegiance by Chairperson

Chairperson Link called the meeting to order at 5:16 p.m., Student Trustee Hernandez led the Pledge of Allegiance.

Student Comment

Chairperson Link introduced Student Trustee Hernandez who delivered comments.

Chairperson Link recognized the Phi Theta Kappa Honor Society and Student Government Association students in the audience and invited each student to stand and introduce himself/herself.

Approval of Board Minutes

Motion to approve the board workshop and board meeting minutes of June 14, 2016.

Moved by: Trustee Williams

Seconded by: Trustee Cross

Approved: Unanimous

Approval of Board Agenda

President Parker requested the removal of item VIII A 2a, Planning and Construction Projects Status Report dated July 20, 2016.

Motion to approve the agenda as amended.

Moved by: Trustee Dowd

Seconded by: Trustee Williams

Approved: Unanimous

Chairperson and Trustee Committee Report

Board members had no comments.

President's Report

President Parker's report consisted of the following:

- Introduction of two new members to the College's leadership team, Dr. Roger Yohe, Vice President of Academic Affairs, and Rachael Ondrus, Executive Director of Community Engagement & Special Assistant to the President.

- Announcement of College staff award recipients.

Approval of Consent Agenda

Trustee Dowd requested item VI B 1, Approve Surplus Inventory Supplemental Report from 04/13/16 to 07/06/16, to authorize the sale of items at auction or transfer items to non-profit organizations, be pulled from the consent agenda for discussion.

Motion to approve the consent agenda as amended.

Moved by: Trustee Williams

Seconded by: Trustee Cross

Approved: Unanimous

VI A 1: Approve the 2016-2018 Dual Enrollment Articulation Agreement between Palm Beach State College and Academic High School for the Arts, Atlantis Academy of the Palm Beaches, Baldwin Preparatory, Berean Christian School, Boca Raton Christian School, Cardinal Newman High School, 1 # Education Place High School, Glades Day School, Grandview Preparatory, Jupiter Christian School, Kentwood Preparatory, Lake Worth Christian, Matlock Preparatory Academy, New Horizon Academy, Paolo Prep Academy, Providence Education Group, Saint John Paul II Academy, SAT Virtual Resource Center, Score At the Top Boca Raton, Score At the Top Palm Beach Gardens, The Benjamin, The Harid Conservatory, The King's Academy, The Learning Foundation of Florida, Inc., The Shepherd's School and Trinity Christian Academy

VI B 2: Approve Fee Schedule Updates

VI B 3: Accept Missing Property Report for May and June 2016

VI B 4: Approve Change Order #1, a final deductive change order to the GMP contract, and authorize the President to sign the Certificate of Final Inspection acknowledging the final inspection and accept completion of Restroom Renovations at Building AD101, Palm Beach Gardens Campus

Approval of Items Removed from the Consent Agenda

VI B 1: Motion to approve Surplus Inventory Supplemental Report from 04/13/16 to 07/06/16, to authorize the sale of items at auction or transfer items to non-profit organizations.

Moved by: Trustee Dowd

Seconded by: Trustee Williams

Approved: Unanimous

Trustee Dowd asked if the College has ever attempted to recoup any money by selling used/obsolete items. David Chojnacki explained that attempts are generally made to sell used/obsolete items. For example, the College sold an old chiller online for over \$4,000.

Informational Items

VIII A 1a: Textbook Affordability

President Parker explained that the College Affordability legislation has a special provision that requires boards to engage in textbook affordability issues and encourage programs to reduce costs. The President introduced Dr. Andrew Blair, Department Chair of Psychology and Co-Chair of Psychology Cluster, to provide a status update of the College's efforts in support of the legislation.

Dr. Blair explained the College's Textbook Affordability Committee's accomplishments and recommendations to address the issue.

Board discussion occurred. Dr. Blair and David Chojnacki addressed the Board's questions.

PERT Exam update:

Chairperson Link requested that President Parker provide an update on the issue with the PERT exam.

President Parker explained that internal staff discovered that the PERT exam issued by McCann Associates had discrepancies between the exam and the answer key which

generated false scores for test takers. McCann is the sole provider for the testing service, selected by the Department of Education. The issue with the exams was discovered by Chairperson Link and is being investigated by the Florida College System and DOE.

VIII A 2b: Executive Summary of Human Resource Actions

Board had no questions.

VIII A 2c: Vending Contract Update

David Chojnacki provided an update on the ITN solicitation to secure a new vending contract. The College's Evaluation Committee selected Canteen Vending as the first finalist and plans to negotiate a three-year contract.

Board discussion occurred.

VIII A 2d: ERP Update

Dr. Ginger Pedersen explained that 11 proposals were received and provided a timeline of the proposal review process. She also confirmed that the Cone of Silence for the College included the DBOT and advised that it is in place until a firm has been selected.

Board discussion occurred. Board suggested that a Cone of Silence be issued.

Approval of Action Agenda

IX A 1: Motion to approve Palm Beach State College 2016-17 Student Handbook.
Moved by: Trustee Williams Seconded by: Trustee Dowd **Approved: Unanimous**

IX A 2: Motion to approve second reading of new Graphic Design Support Credit Certificate (CIP 0611080302) effective January 2017.
Moved by: Trustee Williams Seconded by: Trustee Cross **Approved: Unanimous**

IX A 3: Motion to approve second reading of new Biotechnology Laboratory Specialist Credit Certificate (CIP 0341010101) effective January 2017.
Moved by: Trustee Williams Seconded by: Trustee Cross **Approved: Unanimous**

IX A 4: Motion to approve second reading of new Cinematography Credit Certificate (CIP 650060204) and Directing and Producing Credit Certificate (CIP 650060206) effective January 2017.
Moved by: Trustee Williams Seconded by: Trustee Dowd/Cross **Approved: Unanimous**

IX B 1: Motion to confirm approval of the Agreement for Engineering Services with Cape Design Engineering for Eissey Campus Theatre Chiller and AHU-1 Replacement, Palm Beach Gardens Campus.
Moved by: Trustee Williams Seconded by: Trustee Cross **Approved: Unanimous**

John Wasukanis provided justification for securing a contract for the design of a new chiller.

Board discussion occurred.

IX B 2: Motion to approve Capital Improvement Plan (CIP) Report in accordance with the State Department of Education requirements.
Moved by: Trustee Dowd Seconded by: Trustee Williams **Approved: Unanimous**

IX C 1: Motion to approve the President's 2016-17 Goals.
Moved by: Trustee Dowd Seconded by: Trustee Cross **Approved: Unanimous**

Board discussion occurred.

Other Business

Annual reorganization of the District Board of Trustees occurred.

X A 1: Election of Chairperson

- Chairperson Link turned the gavel over to the President.
- President Parker opened the floor for nominations for the position of Chairperson.
- Motion was made to nominate Trustee Cross.
- Trustee Charles K. Cross, Jr., ascended to the position of Chairperson.

Moved by: Trustee Williams Seconded by: Trustee Link **Approved: Unanimous**

X A 2: Presentation of Gavel to Elected Chairperson

- President Parker presented the gavel to the elected Chairperson, Charles K. Cross, Jr.

X A 3: Election of Vice Chairperson

- Chairperson Cross opened the floor for nominations for the position of Vice Chairperson.
- Motion was made to nominate Trustee Berger.
- Trustee William Berger ascended to the position of Vice Chairperson.

Moved by: Trustee Dowd Seconded by: Trustee Williams **Approved: Unanimous**

X A 4: Motion to approve designation of time, date, and location of meetings.

Moved by: Trustee Dowd Seconded by: Trustee Williams **Approved: Unanimous**

October 11th board meeting will be reviewed offline for possible scheduling conflict.

X A 5: Trustee Liaisons on Board Committees

Board members agreed on deletions/revision and discussed 2016-17 assignments which resulted as follows:

Committees	2016-17 Assignments
Action Plan Committee*	
Budget Facilities Audit Committee*	
Architectural Committee Professional Construction Services**	Co-Chairs: Carolyn L. Williams Wendy S. Link
College Investment Committee	Charles K. Cross, Jr. John W. Dowd, III (Alternate)
Foundation Board of Directors and Executive Committee	John W. Dowd, III Carolyn L. Williams (Alternate)
Foundation Investment Committee	John W. Dowd, III
Legislative Committee*	
Loxahatchee Campus Committee*	
Marketing Advisory Committee*	
Student Trustee Selection Committee*	
Workforce Alliance*	

*deletions

**revision

Chairperson Cross presented Trustee Link with a plaque for her service as Chairperson during 2015-16 academic year.

Board Members' Comments

Board members made brief comments.

Announcements

Chairperson Cross delivered brief announcements

Adjournment

Meeting adjourned at 6:38 p.m.

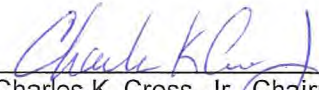
Motion to adjourn.

Moved by: Trustee Williams

Seconded by: Trustee Link

Approved: Unanimous

Attest:



Charles K. Cross, Jr., Chairperson



Ava L. Parker, J.D., President