



PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

MINUTES • NOVEMBER 8, 2016

Regular Meeting

Boca Raton Campus - DBOT

5:00 PM

Countess De Hoernle Humanities & Technology Bldg., 801 Palm Beach State College Drive, Boca Raton, FL 33431

1. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE BY CHAIRPERSON

Chairperson Cross called the meeting to order at 5:04 p.m., Trustee Dowd led the Pledge of Allegiance.

Attendee Name	Title	Status
Wendy S. Link	Trustee	Present
Charles Cross	Chairperson	Present
William Berger	Vice Chairperson	Present
John W. Dowd III	Trustee	Present
Carolyn L. Williams	Trustee	Present
David Hernandez	Student Trustee	Present
Ava L Parker	President	Present
Kevin A. Fernander	General Counsel	Present
Peter Barbatis	VP, Student Services & Enrollment Mgmt.	Present
Richard A. Becker	VP, Admin. & Business Services	Present
Ginger Pedersen	VP, Academic Affairs, Interim	Present
Suellen Mann	Executive Director, Foundation	Present
Grace Truman	Director, College Relations & Marketing	Present
Rachael Ondrus	Exec Dir Com Eng Spec Ast Prs	Absent
Holly Bennett	Provost, Belle Glade Campus	Present
Bernadette Russell	Provost, Boca Raton, Campus	Present
Maria M. Vallejo	Provost	Absent
Jean Wihbey	Provost, Palm Beach Gardens Campus	Absent

2. FACULTY COMMENT - PROFESSOR ROBERTA PROCTOR

Chairperson Cross introduced Professor Roberta Proctor who delivered comments about Liberal Arts.

3. APPROVAL OF BOARD MINUTES

A. District Board of Trustees - Board Workshop - Oct 10, 2016 3:00 PM

Approved the Amended Board Workshop Minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Wendy S. Link, Trustee
SECONDER:	William Berger, Vice Chairperson
IN FAVOR:	Link, Cross Jr, Berger, Dowd III, Williams

B. District Board of Trustees - Regular Meeting - Oct 10, 2016 5:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Wendy S. Link, Trustee
SECONDER:	Carolyn L. Williams, Trustee
IN FAVOR:	Link, Cross Jr, Berger, Dowd III, Williams

4. APPROVAL OF BOARD AGENDA

- A. Abstentions by Board Members
Board members had no abstentions.
- B. Public Comments
There were no public comments.

5. REPORTS

- A. Chair Report
Chairperson Cross delivered a brief comment on his attendance at the 2016 AFC Annual Meeting and the awards won by college staff.
- B. Trustee Committee Reports
Trustee Link delivered a brief report on her attendance at a workshop for Florida university board of trustees where the 2+2 Articulation and the relationships between the colleges and universities was discussed. Trustee Link participated on the panel.
- C. President's Report
President Parker's report consisted of the following topics:
- AFC Awards Presentation by Ray Coulter. Mr. Coulter distributed the attached list of award recipients.
 - Recognition of Dr. Jacqueline Rogers, Dean of Health Science & Public Safety, for her service to the College over the past 24 years. Dr. Rogers will be retiring in November.
 - Did-You-Know card announcements: College has been named an Accredited Test Facility for the American Welding Society; Aliddy Diaz, Student Government President at PBG Campus, has been elected State Governor of the Florida Model Legislature program; the College's volleyball team has won the NJCAA District/FCSAA Division I Southern Conference Champion for the first time in 11 years.
 - Jason Lang, Student Body President of the Boca Raton Campus, has been invited to the White House for his service and dedication to a non-profit organization that helps prevent bullying suicide all over the country.
 - Meetings with the School District to better prepare students for transition to Palm Beach State College.

D. Boca Campus Report

1. Academic Success Strategies

Dr. Bernadette Russell introduced Professor Rachel McDermott, Dr. Traci Klass, and Professor Africa Fine, who delivered a presentation on outcomes of a pilot project to improve student success and retention in English Course ENC1101. The presentation is attached.

Board discussion occurred.

6. APPROVAL OF CONSENT AGENDA

Motion to approve consent agenda as amended.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	William Berger, Vice Chairperson
SECONDER:	Carolyn L. Williams, Trustee
IN FAVOR:	Link, Cross Jr, Berger, Dowd III, Williams

A. Academic Affairs and Student Services - None

B. Administration and Business Services

1. Approve Engineering Agreement with Johnson, Levinson, Ragan, Davila, Inc. for the Decentralization of Heating System, Lake Worth Campus
2. Approve Project Priority List Report Based on the Board Approved 2016-2021 Five-Year Educational Plant Survey
3. Item 6.B.3, Approve Fee Schedule Updates, was moved to Approval of Items Removed from the Consent Agenda
4. Approve Surplus Inventory Supplemental Report from 08/12/16 to 10/18/16, to Authorize the Sale of Items at Auction or Transfer Items to Non-Profit Organizations

7. APPROVAL OF ITEMS REMOVED FROM CONSENT AGENDA

1. Approve Fee Schedule Updates

This item was pulled from the consent agenda by President Parker.

Mr. Richard Becker provided a brief history of the fee schedule reports. He explained that the fees on this month's report are standard fees for services or additional non-routine costs for attending class.

Dr. Roger Yohe provided a justification for the fees associated with the aviation program.

Board discussion occurred.

RESULT:	APPROVED [4 TO 1]
MOVER:	John W. Dowd III, Trustee
SECONDER:	Carolyn L. Williams, Trustee
IN FAVOR:	Cross Jr, Berger, Dowd III, Williams
OPPOSED:	Link

8. INFORMATIONAL ITEMS

A. District Reports

1. Academic Affairs and Student Services

a. Quality Enhancement Plan (QEP) 4Th Year Report

Dr. Roger Yohe introduced Mr. David Wells who delivered a presentation on the College's final year of the Quality Enhancement Plan (QEP) to improve student learning by focusing on critical thinking. Dr. Yohe explained that the QEP is a requirement of the SACS accreditation process. Mr. Wells' presentation is attached.

President Parker and Dr. Yohe addressed the Board's questions.

b. Proposed Deletion of Computer Information Security ATC 4139 Program Effective January 2017

Dr. Roger Yohe provided a justification for the deletion of the program. President Parker explained that the item will appear as an action item on next month's board agenda.

c. Proposed Deletion of the Course Electrical Apprenticeship 5257 a 5-Year Program Which is Now Being Offered as Part of the Electrical Apprentice 4-Year Program. Course Deletion Would be Effective May 2017.

Dr. Roger Yohe provided a justification for the deletion of the program. The item will appear as an action item on next month's board agenda.

2. Business Administration

a. Planning and Construction Projects Status Report Dated October 17, 2016

Mr. Richard Becker provided a brief status update on construction projects.

Mr. Becker reported that the College and Trustee Dowd were successful in reaching a compromise with Balfour Beatty Construction regarding the construction issues with the Loxahatchee Groves project. The agreement will be presented to the Board in December for a vote. Substantial completion of the Loxahatchee Groves project is expected on December 14, and the project remains under budget.

President Parker announced that classes on the Loxahatchee Groves Campus are scheduled to begin on February 27. A grand opening celebration will be scheduled.

- b. Financial Review and Analysis for Three Months Ending September, 2016

Mr. Richard Becker distributed a 17-year history report of PECO renovation and maintenance funding for the college's construction, renovation and remodeling projects and provided an overview of the report. Mr. Becker explained that the College has not received PECO funds from the State within the last 4 years and this is posing a challenge for the College to update buildings, install labs and reconfigure spaces which could ultimately impact enrollment. Mr. Becker's report is attached.

Mr. Becker addressed the Board's questions.

- c. Enterprise Resource Planning (ERP) Update

David Chojnacki distributed an updated agenda transmittal sheet and a summary of contract documents that will be presented at the end of the negotiation process with Workday, Inc., and Sierra-Cedar. Mr. Chojnacki referred to the summary of contract documents and explained the purpose of each document.

Board asked for a preview of the software prior to approving the contracts. Dr. Ginger Pedersen explained that she can ask Workday to provide a demonstration of the software at a board meeting. President Parker suggested providing the Board with a video recording of the vendor's demonstration and, if the Board desires, schedule another meeting prior to December's board meeting. Board concurred with viewing the video of the vendor's demonstration first.

President Parker explained that the video of the vendor's demonstration along with an index and the contract will be provided to the Board. The vendor will be present at December's board meeting to provide a demonstration, and if necessary, an interview can be set up with the vendor in the interim so that you can make a well-informed decision at December's board meeting. In addition, individual meetings will be scheduled with Board members to answer any questions in preparation for December's board meeting.

9. APPROVAL OF ACTION AGENDA

- A. Academic Affairs and Student Services - None
- B. Administration and Business Services - None

10. OTHER BUSINESS