



**THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE
REGULAR MEETING**

Minutes

February 28, 2018

Valencia College – Osceola Campus, Room 4-105

Members Present

Dr. Bruce Carlson, Chair
Mr. Lewis M. Oliver, III
Ms. Maria Grulich
Mr. Raymer F. Maguire, III
Mr. Guillermo Hansen
Ms. Rosene Johnson
Ms. Tracey Stockwell

Dr. Sanford C. Shugart, Secretary of the Board and President of the College

Members Absent

Ms. Daisy Lopez-Cid

Call to Order

Chair Carlson called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:32am. A quorum was present.

Invocation

The invocation was offered by Dr. William Mallowney, Vice President for Policy and General Counsel.

Pledge of Alliance

The Pledge of Allegiance was recited by all.

Dr. Carlson introduced and welcomed Ms. Tracey Stockwell as a newly appointed Trustee to the District Board of Trustees.

Dr. Carlson introduced the Valencia College Pivot 180 Leadership class to the Board. He recognized this long-year commitment to this excellent faculty and staff leadership development program.

Dr. Carlson announced that Valencia's Network Engineering Technology program has been named a winner of the inaugural Siemens-Aspen Community College STEM Award by the Aspen Institute College Excellence Program (CEP), and the Siemens Foundation.

**Approval of Minutes
December 6, 2017
Regular Meeting**

Mr. Maguire moved to approve the meeting minutes of the December 6, 2017 Regular Meeting, as presented. The motion was seconded by Mr. Hansen and approved unanimously.

President's Report

Dr. Shugart remembered the victims of the recent tragedy at Parkland High School.

Dr. Shugart recognized the College's Security department for its leadership, and effectiveness in promoting safety on College property. He briefed the Board on the new Valencia College Safety app, which offers useful features that can be used on all Valencia campuses.

Dr. Shugart reported that a Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) team visited the Poinciana Campus. He indicated that the visit was a great success, and the SACSCOC will reaffirm the Poinciana Campus' accreditation at their June 2018 meeting. Dr. Shugart thanked Dr. Carlson, Dr. Susan Ledlow, Vice President, Academic Affairs and Planning, Dr. Karen Borglum, Assistant Vice President, Curriculum and Assessment, and their teams, Dr. Kathleen Plinske, Osceola, Lake Nona, and Poinciana Campuses President, and her team for their great work and leadership throughout this process.

Dr. Shugart reported that representatives from the Aspen Institute will visit Valencia Mar 5-6, 2018, to gain a better understanding of how Valencia achieves its great results in workforce education and career placement.

Dr. Falecia Williams, West and Downtown Campuses President, reported that Valencia will receive an award of \$50,000 as one of the nation's eight community colleges programs in science, technology, engineering and math (STEM), recognized for providing outstanding preparation for high-demand jobs in advanced manufacturing, energy, healthcare and information technology. Half of this award will be allocated for further program development, and half will be allocated for scholarships to students, known as Siemens Technical Scholars. Dr. Williams thanked Dr. Lisa Macon, Dean, Engineering, Computer Programming and Technology, West Campus, and Dr. Nasser Hedayat, Assistant Vice President, Career and Workforce Education, for their outstanding work.

Dr. Shugart announced that Dr. Ledlow will be retiring from Valencia as of June 30, 2018. Dr. Shugart thanked Dr. Ledlow for her outstanding service

and contributions to the College. Ms. Joan Tiller, Special Assistant, President's Office, will replace Dr. Ledlow as Interim Vice President, Academic Affairs as of July 1, 2018.

Dr. Shugart announced that Dr. Plinske will fill the new role of Executive Vice President as of July 1, 2018.

Dr. Shugart announced the creation of a new position of Vice President, Analytics and Planning, representing an expansion of the current institutional research function. This new office will oversee institutional accreditation, planning, institutional effectiveness, institutional insight, and knowledge management.

Dr. Shugart indicated that Valencia is currently serving 426 students who were displaced from Puerto Rico due to Hurricane Maria.

Dr. Shugart reminded the Board that Valencia Commencement Ceremony will be held Sunday, May 6, 2018, 10am and 2pm, at the UCF Arena.

Faculty Council Report

Mr. Al Groccia, Faculty Association President, presented the report. He briefed the Board on the College's faculty engagement efforts in governance, the Canvas course management system, professional development, policies, recognition programs, curriculum and assessment, strategic planning, hiring committees, student clubs and organizations, committee and work teams, enhancing the student experience at Valencia, and community involvement. Mr. Groccia introduced Dr. Jay Perez, Professor, Physics, Osceola Campus.

Public Comments

No public comments were offered.

New Business

- 1. Director, Compliance & Audit – Annual Performance Evaluation:** Dr. Carlson discussed on Ms. Cynthia Santiago-Guzmán's performance evaluation. He stated that he prepared an evaluation document, which summarizes the Board's feedback on the Director of Compliance and Audit's performance this past year. Dr. Carlson thanked the Board for their full participation regarding Ms. Santiago-Guzmán's performance and evaluation process, and commended Ms. Santiago-Guzmán's work and dedication on behalf of the College. Following discussion, Mr. Oliver moved to approve her evaluation as presented, and Ms. Grulich seconded. The motion was approved unanimously. Ms. Grulich praised Ms. Santiago-Guzmán for her outstanding work and dedication.
- 2. Award of RFP #2018-09 – Valencia College, Advertising & Marketing Consultant Services:** Following discussion led by Mr. Loren Bender, Vice President, Business Operations and Finance, Mr. Maguire moved to authorize the College to award RFQ #2018-09 to PUSH, Inc., to serve as the Advertising Agency of record, subject to the

negotiation of mutually agreeable contract. In addition, should negotiations with PUSH not be concluded successfully, Valencia is authorized to negotiate with the next highest ranked agency, or to issue another RFP. Ms. Johnson seconded. The motion was approved unanimously.

- 3. Award of ITN #2018-18 for Student, Staff & Faculty Banking/Financial Services Contract:** Following discussion led by Mr. Bender, Ms. Grulich moved to authorize the College to award ITN #2018-19 to CFE Federal Credit Union, to serve as student, staff, and faculty financial/banking partner, to offer programs and benefits to Valencia students, faculty, and staff as specified in Attachment A, subject to the negotiation of mutually agreeable contract. Ms. Johnson seconded. The motion was approved unanimously.
- 4. West Campus, Building 6 Roof and Skylight Repairs:** Following discussion led by Mr. Bender, Ms. Grulich moved to authorize the College to award the Cooperative Agreement Contract for the West Campus Building 6 roofing replacement project, to Tarheel Roofing, for a cost of \$794,767.64. Ms. Johnson seconded. The motion was approved unanimously.
- 5. Osceola Campus: Acquisition of Adjacent Property:** Following discussion led by Mr. Bender, Mr. Oliver moved to approve the College's participation in the purchase of the 4-acre parcel, adjacent to the Osceola Campus' southeast corner, for up to \$400,000.00, to be funded from existing College operational funds in Fund 1. Ms. Grulich seconded. The motion was approved unanimously.
- 6. Award of RFQ #2018-08, Prequalification of Contractors to Provide Construction Services for Projects Ranging from \$200,00 to \$2,000,000:** Following discussion led by Mr. Bender, Mr. Oliver moved to adopt the recommendation of the Evaluation Committee, and authorize the College to prequalify Gilbane Building Company, Johnson-Laux Construction, LLC, Wharton-Smith, Inc., Charles Perry Partners, Inc., D&M Construction Group, LLC, and Oelrich Construction, Inc., for the provision of construction services for projects ranging from \$200,000 to \$2,000,000. Ms. Johnson seconded. The motion was approved unanimously.
- 7. Recommendation of General Contractor for East Campus Building 1B Renovation:** Following discussion led by Mr. Bender, Ms. Stockwell moved to award the contract for the renovation of East Campus Building 1B to Oelrich Construction, Inc., subject to the negotiation of a mutually agreeable contract. Should the negotiations not be concluded successfully, Valencia is authorized to negotiate with the next-ranked competitive offer (Charles Perry Partners, Inc., followed by

Foresight Construction), until a reasonable agreement is reached; or the College may choose to initiate a new solicitation. Ms. Grulich seconded. The motion was approved unanimously.

- 8. Policy Adoption: Policy 6Hx28: 3E-05.2 – Ethical Conduct & Performance:** Following full discussion led by Dr. Mullooney, and Dr. Amy Bosley, Vice President, Organizational Development and Human Resources, Mr. Maguire moved to approve the amendment of Policy 6Hx28: 3E-05.2, Ethical Conduct and Performance, as presented. Ms. Johnson seconded. This amendment clarifies the application of the policy to certain conduct and ethical violations by specifically prohibiting romantic or sexual relationships between faculty and their students, or supervisors and their supervised employees, during the time that the faculty member/supervisor has direct supervision of or any influence on the student's/staff member's academic or professional evaluation and/or academic or professional progress. The motion was approved unanimously. Dr. Mullooney thanked the faculty for their great collaboration during this policy amendment process. Dr. Shugart thanked the faculty and staff for their outstanding work.

A motion was made by Mr. Oliver and seconded by Ms. Grulich to consider, accept, and approve items 9, 10, 11, 12, and 13 under New Business in the manner of a consent agenda. The Board unanimously approved the following items of New Business in the consent agenda, as recommended:

- 9. Human Resources Agenda**
- 10. Additions, Deletions or Modifications of Courses and Programs**
- 11. Continuing Education Courses & Fees**
- 12. Submission of Grant Proposals**
- 13. Property Deletions**

Reports

- A. Audit Plan Update:** Ms. Cynthia Santiago-Guzmán presented the report, which was distributed to the Board. Ms. Santiago-Guzmán briefed the Board on the progress, and status of the audit engagements update, state audit engagements update, and audit activities with respect to the College's bookstore inventory and cash controls, as well as financial aid and scholarships. The Board suggested an annual audit update summary report to be presented next September 2018.
- B. Spring Enrollment Update:** Dr. Kimberly Sepich, Vice President for Student Affairs, presented the report, which was distributed to the Board. Dr. Sepich indicated that enrollment is up by 2.4% in student headcount, and by 2.1% in Full-Time Enrollment (FTE), compared to Spring 2017. Dr. Sepich briefed the Board on the Valencia enrollment trends 2010-2017, and the Valencia College strategies, such as expanded access, LifeMap initiative, coaches in schools, program expansion, and federal

student aid. Dr. Sepich indicated that dual enrollment student enrollment has increased.

- C. Osceola Campus Report:** Dr. Plinske presented the report, which was distributed to the Board. Dr. Plinske reported on college's access and opportunity: Preparing the workforce of Osceola County, educational attainment levels of Adults 25 and over, the Osceola Campus master plan, the Center for Accelerated Training (CAT) programs, and the Careers in Industry and Technology (CIT) Building programs.
- D. Osceola Campus SGA President Report:** Mr. Rendi Vallve, President, Osceola Campus SGA, presented the report. Mr. Vallve reported on the SGA's purpose to represent, advocate, inform, serve, and enrich the Valencia student community.
- E. Financial Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender indicated that the College's financial indicators are positive and on target.
- F. Construction Report:** Mr. Bender presented the report, which was distributed to the Board, which was distributed to the Board. Mr. Bender reported on the progress of the East Campus, Building 1B Interior Renovation, the Osceola Campus Center for Accelerated Training (CAT), and the Career Technology (CIT) Buildings, and the Downtown Campus construction projects.
- G. Valencia Foundation Report:** The report was distributed to the Board.

Board Comments

The Board remembered the victims of the recent tragedy at Parkland High School. Ms. Johnson praised the Valencia Alumni Homecoming Event, held Jan 26, 2018, at the Orlando Science Center.

Adjournment

Chair Carlson adjourned the Regular Meeting at 12:00pm.

Secretary

Chair