



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

Minutes

December 12, 2018

Poinciana Campus – Room 125

Members Present

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

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

Members Absent

Ms. Maria Grulich
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 9:36am. 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.

**Approval of
Regular Minutes
October 24, 2018**

Ms. Stockwell moved to approve the meeting minutes of the October 24, 2018 Regular Meeting, as presented. The motion was seconded by Mr. Hansen, and approved unanimously.

President's Report

Dr. Shugart introduced the Valencia College Pivot 360 Leadership class to the Board, and recognized this excellent leadership development program.

Dr. Shugart reported that Valencia's international student enrollment is now ranked the fifth largest among the top forty colleges in the nation. Dr. Shugart thanked the Board for its visionary leadership in support of international students, and Mr. Joe Battista, Vice President, Global, Professional and Continuing Education, and his team, for their outstanding work in this regard.

Dr. Shugart reported that Dr. Kimberly Sepich, former Vice President for Student Affairs, has left the College to take a position in another college outside of Florida. He indicated that Dr. Sonya Joseph, Assistant Vice President, Student Affairs will serve as interim Vice President, Student Affairs, until this position is filled on a permanent basis.

Dr. Shugart announced that Dr. Joyce Romano, Vice President, Educational Partnerships, is retiring from Valencia in December 2018. Dr. Shugart and the Board recognized Dr. Romano for her many years of outstanding service to Valencia.

Faculty Council Report

Mr. John Niss, President, Faculty Association, presented the report, which was distributed to the Board. Mr. Niss reported on the Valencia faculty data project, which uses data to improve student learning, professional practice, and data driven decisions. Mr. Niss shared that student cohort analyses strategies are helping students improve in their collaboration, persistence, and achievement techniques.

Public Comments

No public comments were offered.

New Business

- 1. Approval of the Associate in Science Degree in Engineering Technology:** Dr. James McDonald, Dean, Career and Technology Programs, Osceola Campus, presented the report, which was distributed to the Board. Following discussion, Ms. Johnson moved to approve and authorize Valencia College to offer the Associate in Science Degree in Engineering Technology, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.
- 2. University of Central Florida Memorandum of Understanding – Downtown Campus:** Following discussion led by Mr. Loren Bender, Vice President, Business Operations and Finance, Mr. Hansen moved to authorize the College to enter into the Memorandum of Understanding (MOU) with the University of Central Florida with respect to the joint operation of the Downtown Campus, as described herein, with the understanding that should any material changes to the MOU become necessary, the District Board of Trustees will be notified and given the opportunity to consider and approve such material changes. Ms.

Stockwell seconded the motion, and the motion was approved unanimously. The Board praised the Valencia and UCF teams involved in this emerging joint campus.

- 3. Award of RFP for Off-Site and Satellite Campus Cleaning Services:** Following discussion led by Mr. Bender, Mr. Oliver moved to authorize the College to award RFP 2018-42 to Building Maintenance Services, Inc., for the provision of off-site and satellite campus cleaning services, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.
- 4. Master Equity Lease Agreement with Enterprise:** Following discussion led by Mr. Bender, Ms. Stockwell moved to authorize the College to complete final negotiations and enter into an Open End Equity Lease Option with Enterprise. Mr. Oliver seconded the motion, and the motion was approved unanimously.

A motion was made by Ms. Johnson and seconded by Mr. Oliver to consider, accept, and approve items 5, 6, 7, 8, 9, 10, and 11 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:

- 5. Policy Adoptions:**
 - *Policy 6Hx28: 3D-02 – Leaves of Absence*
 - *Policy 6Hx28: 3D-03 – Total Rewards: Vacation, Sick, and Personal Leave for Full Time Employees*
 - *Policy 6Hx28: 3D-13 – Domestic Violence Leave*
 - *Policy 6Hx28: 3E-09 – Employee Dispute Resolution*
 - *Policy 6Hx28: 3F-02 – Terminal Pay for Full Time Employees*
- 6. Policy Repeals:**
 - *Policy 6Hx28: 3C-1.5 – Absence of a Professor from Class*
 - *Policy 6Hx28: 3D-04 – Sick Leave*
 - *Policy 6Hx28: 3D-07.1 – Leave for Personal Reasons*
 - *Policy 6Hx28: 3D-07.2 – Personal Leave Without Pay*
 - *Policy 6Hx28: 7B-05 – Human Resources Record Information*
 - *Policy 6Hx28: 10-03 – Fire or Other Emergency*
- 7. Human Resources Agenda**
- 8. Additions, Deletions or Modifications of Courses & Fees**
- 9. Continuing Education Course & Fees**
- 10. Submission of Grant Proposals**
- 11. Property Deletions**

Following the approval of items 5, 6, 7, 8, 9, 10, and 11 under New Business in the manner of a consent agenda by the Board, Mr. Maguire requested clarification regarding Policy 6Hx28: 3D-03. Following discussion led by Dr. William Mullooney, and Dr. Amy Bosley, Vice President, Organizational Development and Human Resources, Mr. Maguire moved to affirm approval of Policy 6Hx28: 3D-03, as presented, and Mr. Oliver seconded the motion. The motion was approved unanimously.

Reports

- A. Poinciana Campus Report:** Dr. Kathleen Plinske, Executive Vice President, and Osceola and Poinciana Campuses President, and Dr. Jennifer Robertson, Executive Dean, Poinciana Campus, presented the report, which was distributed to the Board. The report included the improving Poinciana area college-going rates, the Fall 2018 enrollment data, and the demographics of students enrolled in Fall 2018 at the Poinciana Campus.
- B. Poinciana Campus SGA Report:** Mr. Dwight Swasey, Poinciana Campus SGA President, presented the report, which was distributed to the Board. Mr. Swasey reported on the Poinciana Campus SGA student scholarship initiative, areas of focus, and future projects.
- C. Financial Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender indicated that the College's financial positions are in good standing.
- D. Construction Report:** Mr. Bender presented the report, which was distributed to the Board. He indicated that all construction projects are proceeding on time and on budget, as expected. Mr. Oliver praised Mr. Bender for his great work.
- E. Valencia Foundation Report:** Ms. Smith presented the report, which was distributed to the Board. Dr. Shugart reminded the Board about the Taste for Learning fundraising event, to be held May 11, 2019, at the Rosen Shingle Creek.

Board Comments

The Board praised Valencia's leadership, faculty, and staff.

Adjournment

Chair Carlson adjourned the Regular Meeting at 11:32am.