



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

Minutes

June 26, 2019

Valencia College – School of Public Safety, Auditorium

Members Present

Dr. Bruce Carlson, Chair

Ms. Tracey Stockwell, Vice Chair

Mr. Lewis M. Oliver, III

Mr. Guillermo Hansen

Ms. Daisy Lopez-Cid

Mr. Raymer F. Maguire, III

Ms. Rosene Johnson

Ms. Beth Smith

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

Members Absent

Ms. Maria Grulich

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 Mr. James Galbraith, Vice President for Public Affairs and Marketing.

Pledge of Alliance

The Pledge of Allegiance was recited by all.

**Approval of Minutes
May 15, 2019
Regular Meeting**

Ms. Stockwell moved to approve the meeting minutes of the May 15, 2019 Regular Meeting, as presented. The motion was seconded by Ms. Lopez-Cid and approved unanimously.

President's Report

Dr. Falecia Williams, West and Downtown Campuses President, reported on the Downtown Campus student enrollment marketing campaign, including scholarships for students enrolling in classes at the Downtown Campus.

Dr. Shugart thanked special guest Florida Senator David Simmons, for his outstanding efforts while helping the College in long-term resource challenges, and for his endless support of the College's mission.

Dr. Shugart reported that the searches to fill the Osceola, Lake Nona, and Poinciana Campuses President position and the East and Winter Campuses President position will resume in the fall of 2019. Meanwhile, Dr. Wendy Givoglu, Dean, School of Arts and Entertainment, East and Winter Park Campuses, will serve as Interim President, East and Winter Park Campuses, and that Dr. Melissa Pedone will continue serving as Interim Executive Dean, Osceola, Lake Nona, and Poinciana Campuses. He also stated that Mr. Rob McCaffrey, Professor, Digital Media, Graphics Technology, East Campus, will serve as Interim Dean, School of Arts and Entertainment.

**Faculty Council
Report**

Mr. John Niss, President, Faculty Association, presented the report, which was distributed to the Board. Mr. Niss discussed Faculty Association activities and priorities for 2018-2019. Mr. Niss announced that his term as President of the Faculty Association has ended, and that Mr. Stanton Reed, Professor, Business/Accounting, Osceola Campus, will replace Mr. Niss in that role through June 2020. Dr. Shugart, and the Board, thanked Mr. Niss for his thoughtful leadership.

Public Comments

No public comments were offered.

New Business

- 1. 2019-2020 Schedule of Regular Meetings:** Following a discussion led by Dr. Shugart, Ms. Smith moved to approve the 2019-2020 Schedule of Regular Meetings, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.
- 2. Approval of 2019-2020 Student Fees:** Following a full discussion led by Mr. Loren Bender, Vice President, Business Operations and Finance, Ms. Stockwell moved to approve the Valencia College Distance Learning Fee of \$8 per credit hour, applicable to all online classes, and incremental increases of select lab fees, as part of the 2019-2020 Student Fee Rate Schedule, as presented in its entirety. Ms. Smith seconded the motion, and the motion was approved unanimously.
- 3. Operating Budget 2019-2020:** Mr. Bender presented the report, which was distributed to the Board. Following a full discussion, Mr. Oliver moved to approve the Operating Budget 2019-2020, as presented. The motion was seconded by Ms. Stockwell, and the motion was approved unanimously. Mr. Oliver praised the College for its continued efforts in keeping healthcare costs down for Valencia. Dr. Shugart thanked Mr. Bender and his team for their outstanding work.

- 4. Capital Improvement Program (CIP) – Fiscal Years 2019/2020 – 2024/2025:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender stated that the Capital Improvement Plan (CIP) is created to identify, document, and support legislative requests for dollars for the major categories of capital projects, including remodeling, renovation, and new construction. Following discussion, Ms. Lopez-Cid moved to approve the Capital Improvement Plan for the Fiscal Years 2019/2020 – 2024/2025, as presented. Mr. Maguire seconded the motion, and the motion was approved unanimously.
- 5. AMATROL Equipment for the Mechatronics Instructional Lab in Downtown Center for Accelerated Training:** Following discussion led by Mr. Bender, Mr. Oliver moved to authorize the purchase of the AMATROL Learning Systems for the Mechatronics instructional lab through AMATROL’s State of Florida distributor, D.C. Jaeger Corporation, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.
- 6. President’s Performance Evaluation:** Dr. William Mallowney, Vice President, Policy and General Counsel, thanked the Board for providing thoughtful feedback on Dr. Shugart’s performance as President this past year. Dr. Carlson discussed the written summary of the Board’s feedback on the President’s accomplishments and performance over the past year, which was distributed. He stated that Dr. Shugart’s evaluation scores and related Board comments are excellent, once again. Dr. Carlson noted that the Board unanimously praised Dr. Shugart for his outstanding leadership qualities, the college’s outstanding results, and his innovative and collaborative approach. He then invited members to offer additional comments on Dr. Shugart’s performance as Valencia’s President. The Board, in turn, individually praised Dr. Shugart for his leadership, skills and many professional accomplishments. Following discussion, Mr. Oliver moved to approve President’s Performance Evaluation as presented and discussed. Ms. Smith seconded the motion, and the motion was approved unanimously.
- 7. President’s Employment Contract:** Dr. Mallowney indicated that the proposed adjustments to the President’s contract of employment, as distributed and presented for consideration, reflect the routine adjustment of dates (pushing the four year agreement forward by one year), the application of the college increase to his base salary, and the progression into the second year of the three-year retention compensation provision, which provides for the President to elect payouts after one, two, and/or three years. Dr. Carlson expressed the President’s strong preference to once again decline, as in all previous years, the merit increases in base salary to which he has been contractually entitled. Following discussion, and in furtherance of the Board’s desire to retain the President in employment at the College, Mr. Maguire made a motion to amend the

President's contract to apply the earned merit increase of 7.3% to the remaining retention compensation balance. Mr. Oliver seconded the motion, and the motion was approved unanimously. Ms. Smith moved to approve the President's Employment Contract, as amended, and Mr. Hansen seconded the motion. The motion was approved unanimously. Dr. Shugart expressed his gratitude to the Board for their support.

A motion was made by Mr. Oliver and seconded by Ms. Grulich to consider, accept, and approve items 8, 9, 10, 11, 12, 13, 14, and 15 under New Business as part of the consent agenda. The Board unanimously approved the following items of New Business in the consent agenda, as recommended:

8. Approval of 2019-2020 College Catalog and Academic Calendar

9. Policy Adoptions

- *Policy 6Hx28: 3C-01.5 – Emergency Management: Emergency or Disaster Work Assignments and Compensation*
- *Policy 6Hx28: 3D-09 – Court-Related Leave*
- *Policy 6Hx28: 3E-04 – Acceptance by All Employees of the Policies of the College*
- *Policy 6Hx28: 3F-05.2 – Abandonment of Position*
- *Policy 6Hx28: 5-11 – College Property Control*

10. Human Resources Agenda

11. Delinquent Account Charge-Off

12. Additions, Deletions or Modifications of Courses and Programs

13. Continuing Education Courses & Fees

14. Submission of Grant Proposals

15. Property Deletions

Reports

- A. Audit Plan Update:** Ms. Cynthia Santiago-Guzmán, Director, Compliance and Audit, presented the report, which was distributed to the Board. The report included an audit engagements update, audit reports regarding financial aid and scholarships, payroll operations, and the Valencia Foundation. The report also included a state audit engagements update, a state financial audit, a federal awards audit, and an operational audit. The Board thanked Ms. Santiago-Guzmán for her great work.
- B. Financial Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender indicated that the College's financials are positive and on target.
- C. Construction Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender stated that all construction projects are proceeding as expected.
- D. Valencia Foundation Report:** Ms. Smith presented the report, which was distributed to the Board. Ms. Smith discussed Valencia

Foundation's partnership with Florida-Based Johnson Scholarship Foundation, where top Valencia students are eligible to compete to become a Johnson Scholar, which includes financial assistance to help cover tuition.

Board Comments

Dr. Carlson thanked the School of Public Safety for hosting the Regular Board meeting. Mr. Hansen reported that the non-profit organization Amigos Helping Amigo has announced the opening of the scholarship process for Hispanic students who are currently enrolled in colleges and universities from the seven Central Florida counties, and who reside in Osceola County.

Adjournment

Chair Carlson adjourned the Regular Meeting at 11:52am.

Secretary

Chair