



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

Minutes

June 23, 2021

Valencia College – West Campus, Room 8-111
and
Zoom Meeting

Members Present

Ms. Tracey Stockwell, Chair
Ms. Daisy Lopez-Cid, Vice Chair
Dr. Bruce Carlson
Mr. John Davis (via Zoom)
Mr. Angel de la Portilla
Mr. Guillermo Hansen
Ms. Maria Grulich
Mr. Michael A. Sasso
Ms. Beth Smith

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

Call to Order

Chair Stockwell called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:34am. A quorum was present.

**Approval of
Regular Meeting
Minutes, May 26,
2021**

A motion was made by Ms. Lopez-Cid and seconded by Dr. Carlson to approve the meeting minutes of the May 26, 2021 Regular Meeting. The motion was approved unanimously.

President's Report

Dr. Shugart thanked special guest from the Florida House, Representative Rene Plasencia, for his outstanding advocacy and endless support of the College's mission.

Representative Plasencia recognized the College for its great work.

Dr. William Mullooney, Vice President for Policy and General Counsel, presented the 2021 Legislative Session report, which was distributed to the Board. The report included the session highlights, bills of note that passed, and some bills of note that did not pass.

Dr. Shugart and Dr. Mullooney provided an update on union matters. Dr. Shugart reported that SEIU narrowly won the election by only 35 votes (651 valid votes counted out of 1,299 eligible voters) and the right to represent all eligible part-time faculty and part-time instructors as their exclusive bargaining representative.

Dr. Shugart shared that the union's role does not change Valencia's regard to part-time faculty and part-time instructors, because they are essential to the College's mission.

Dr. Mullooney explained the process from this point forward and stated that the Florida Public Employees Relations Commission (PERC) has thirty days to present a final certification order, certifying the SEIU as the bargaining agent for part-time faculty, and part-time instructors, in the defined bargaining unit. Dr. Mullooney described the collective bargaining process that will then follow. He summarized the role of the Board in that part of the process.

Faculty Association Report

Mr. Patrick Bartee, President, Faculty Association, reported that the College's faculty ombuds position is filled by a full-time faculty member, who serves as an advocate for fairness in the faculty dispute resolution process, and provides support, guidance, and feedback, as concerns are resolved.

Mr. Bartee praised Ms. Anna Saintil, Professor, New Student Experience, East Campus, for her great work while serving as faculty ombuds for the last three years.

Mr. Bartee announced that Mr. Ramon Velez-Cruz, Faculty, New Student Experience, Osceola Campus, and Ms. Ann Heiny, Faculty, New Student Experience, West Campus, will serve as Valencia's faculty ombuds as of Fall 2021.

Mr. Michael Robbins, Vice President, Faculty Association, shared the College's Endowed Chairs program process. Mr. Robbins shared that the

Endowed Chairs are opportunities for faculty to apply for specialized grants, and research money.

Dr. Shugart presented a tribute to Mr. Bartee, and thanked him for his great work as President of the Faculty Association.

**Student Government
Association Report**

Ms. Abigayle Watts, Lake Nona Campus SGA President, presented the report, which was distributed to the Board. Ms. Watts shared the Lake Nona Campus SGA's goals and platform, the Collegewide Student Development cultural, and diversity team events for Summer 2021, a #First15 Spring 2021 update, student initiatives, and an update on campus transition for Fall 2021.

Chair Stockwell thanked Ms. Watts for her great work.

Public Comments

No public comments were offered.

New Business

- 1. President's 2020-2021 Annual Performance Evaluation:** Chair Stockwell stated that the Dr. Shugart's 2020-2021 Annual Performance Evaluation is his final performance evaluation. Chair Stockwell thanked the Board for providing their feedback and comments, which were distributed to the Board.

Chair Stockwell reported that 2020-2021 was an extraordinary year due to the pandemic, and in their written comments the Board members recognized Dr. Shugart for his achievements during this challenging year, including the quick pivot to an online environment to enable continuity of learning, the personal contacts to students through thousands of phone calls, and ultimately the ability to maintain enrollment. The Board recognized that these results are unique to Valencia College, and all of these are a direct result of Dr. Shugart's exceptional, focused, and collaborative leadership and his unwavering focus on student outcomes. The Board noted that the significant efforts and creativity continued throughout the year, as Valencia hosted a federal vaccination site, and the College planned and prepared for more face to face courses in the upcoming semesters. The Board also noted that part of the success of 2020-2021 was due to Dr. Shugart's ability to assemble and maintain a strong, capable, and stellar senior leadership team.

Under Dr. Shugart's leadership, the College was able to distribute many millions of federal dollars to students, in a systematic and compliant manner awarded to assist the College, and primarily its students, in recovering from challenges experienced as a result of the COVID-19 pandemic.

The Board noted the tremendous efforts with the Legislature during 2020-2021, which enabled Valencia to receive funding in recognition of the growth and performance of the College.

Additionally, the Board recognized the orderly transition to Dr. Kathleen Plinske as the next president of Valencia College, as professional and seamless and positioning the College for future success.

Following discussion, Ms. Grulich moved to approve the President's 2020-2021 Annual Performance Evaluation, as presented and discussed. Mr. Hansen seconded the motion, and the motion was approved unanimously.

- 2. Director, Compliance and Audit – 2020-2021 Annual Performance Evaluation:** Chair Stockwell discussed the 2020-2021 annual performance evaluation of the Director of Compliance and Audit, Ms. Cynthia Santiago-Guzmán. Chair Stockwell referred to the evaluation instrument results, as submitted by each of the Board members, and which solicited feedback on performance areas including Independence and Ethics, Communication, Collaboration, Planning/Quality Focus, and Technical/Process Knowledge.

Chair Stockwell explained that she met with Ms. Santiago-Guzmán to discuss her performance and the Board's feedback.

Chair Stockwell stated that the pandemic caused significant disruption and change at the College, and Ms. Santiago-Guzmán was able to effectively pivot, not only to a remote work environment like the rest of the College faculty and staff, but also to prioritize the audit of the CARES Act fund disbursements. This was a substantial effort in terms of magnitude of dollars disbursed, complexity of guidance, and fast timing. Chair Stockwell reported that Ms. Santiago-Guzmán continues to demonstrate excellent performance and professionalism that is appreciated by the Board, and this is reflected in her annual performance evaluation.

Chair Stockwell thanked the Board members for their full participation regarding annual evaluation of Ms. Santiago-Guzmán's performance, and noted the Board's recognition of her commendable work and dedication on behalf of the College.

Following discussion, Ms. Lopez-Cid moved to approve Ms. Santiago-Guzmán's evaluation, as presented. Ms. Smith seconded the motion, and the motion was approved unanimously.

3. **Operating Budget 2021-2022:** Mr. Loren Bender, Vice President, Business Operations and Finance, presented the report, which was distributed to the Board. Following full discussion, Dr. Carlson moved to approve the 2021-2022 Operating Budget, as presented. Ms. Grulich seconded the motion, and the motion was approved unanimously.
4. **Capital Improvement Plan (CIP) – Fiscal Years 2022/2023 – 2026/2027:** 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 funds for the major categories of capital projects, including remodeling, renovation, and new construction.

Following discussion, Mr. de la Portilla moved to approve the Capital Improvement Plan for the Fiscal Years 2022/2023 – 2026/2027, as presented. Mr. Hansen seconded the motion, and the motion was approved unanimously.

5. **Midtown Center for Accelerated Training (MCAT) – Change Order:** Mr. Bender presented the recommendation, which was distributed to the Board. Mr. Bender shared that on February 24, 2021, the District Board of Trustees of Valencia College approved the build-out of the Midtown Center for Accelerated Training, at a cost of \$1,896,770, to Charles Perry Partners, Inc. The work has commenced, and is proceeding on schedule. However, during the course of construction, several items have been identified that require changes to the original scope of the project. Those changes have been deemed necessary to add enhanced safety and security measures (\$48,203), additional finishing items (\$5,294) and additional electrical and plumbing to accommodate welding equipment that has been upgraded from the originally proposed equipment used to scope out the project (\$71,549). Consistent with College policy, changes to original project costs of more than 2% are to be presented to the Board for approval. This change order results in a 6.5% increase over the original cost contained in the project agreement. These changes are supported by accurate data establishing the value of the work, and cost data sufficient in detail to enable any qualified architect or engineer to confirm the accuracy of the change order proposal.

Following discussion, Mr. de la Portilla moved to authorize the College to adjust the original tenant build out costs by an additional \$124,046 to Charles Perry Partners, Inc., for the additional change order costs necessary to complete the tenant build out of the Midtown Orlando Center for Accelerated Skills Training. Mr. Hansen seconded the motion, and the motion was approved unanimously.

- 6. Continuing Education Courses:** Mr. Bender, and Mr. Joe Battista, Vice President, Global, Professional, and Continuing Education, presented the report, which was distributed to the Board. Mr. Battista indicated that, due to the substantial increase in material costs, it is recommended that the following Accelerated Skills Training programs fees be adjusted, as follows:

Course Title	Current Fee	Proposed Fee
Welding I	\$7,000	\$7,350
Welding II	\$7,000	\$7,350
Carpentry	\$5,495	\$5,800
Apartment Maintenance Technician	\$4,995	\$5,300

Following discussion, Mr. de la Portilla moved to approve the Continuing Education Courses, as presented. Dr. Carlson seconded the motion, and the motion was approved unanimously.

A motion was made by Ms. Lopez-Cid and seconded by Ms. Grulich to consider, accept, and approve items 7, 8, 9, 10, 11, 12, 13, 14, and 15 under New Business in the manner of a consent agenda. The Board unanimously approved the following items under New Business in the consent agenda, as recommended:

- 7. Delinquent Account Write-Off**
- 8. Instructure Canvas Learning Management System**
- 9. Annual Pre-Qualification of General Contractors for the Period of July 1, 2021 through June 30, 2022**
- 10. Capital Outlay and Debt Services (CO&DS) and Project Priority List (PPL)**
- 11. Policy Amendment**
 - *Policy 6Hx28: 1-06 – The President of the College*
- 12. Human Resources Agenda**
- 13. Additions, Deletions or Modifications of Courses and Programs**
- 14. Submission of Grant Proposals**
- 15. Property Deletions**

Reports

- A. Lake Nona Campus Report:** Dr. Mike Bosley, Executive Dean, Lake Nona Campus, shared a video update on the Lake Nona Campus Biotechnology Laboratory Sciences Associate in Science program. Dr. Bosley indicated that 525 students are majoring in biotechnology, and 76 students from the program have graduated since the start of the pandemic.

Dr. Bosley thanked the Board, and Dr. Shugart, for their leadership.

B. Audit Plan Update: Ms. Cynthia Santiago-Guzmán, Director, Compliance and Audit, presented the report, which was distributed to the Board. Ms. Santiago-Guzmán shared that she continues to monitor all external audits performed on College operations by the Florida Auditor General, as well as the Florida Departments of Education, Labor, and Veteran Affairs, and the US Department of Justice. Ms. Santiago-Guzmán presented a risk assessment update, and the Florida Auditor General's objectives and scope related to the Ellucian Banner Enterprise Resource Planning System, Information Technology audit.

Chair Stockwell thanked Ms. Santiago-Guzmán for her great work.

C. Financial Report: Mr. Bender presented the report, which was distributed to the Board. Mr. Bender indicated that the College's financial positions are positive and on target.

D. Construction Report: Mr. Bender presented the report, which was distributed to the Board. Mr. Bender indicated that all ongoing construction projects are progressing on budget and on target.

E. Valencia Foundation Report: Ms. Smith presented the report, which was distributed to the Board. Ms. Smith shared that the Foundation has embarked on a renewed search for a Chief Financial Officer (CFO). Ms. Smith praised the Valencia Foundation staff for providing excellent financial stability, during the time period the CFO position has remained vacant.

Ms. Smith announced the establishment and endowment of the Sanford C. Shugart Trustee Scholarship, a fund created through the leadership, and contributions of the District Board of Trustees of Valencia College, and now named to recognize Dr. Shugart's twenty-one years of extraordinary vision and service to the College and to the community.

Board Comments

Recognition of Outgoing President: Chair Stockwell described the last item on the agenda as a very appropriate and fitting recognition of Dr. Sanford Shugart, Valencia College's fourth President.

Chair Stockwell introduced to the Board a formal Resolution recognizing Dr. Shugart, and she stated that each member was provided a copy of the formal Resolution for consideration and approval.

Following the reading of the formal Resolution by Dr. Mallowney, Chair Stockwell asked that, in a show of consensus, the entire Board move to adopt the Resolution recognizing, and honoring Dr. Shugart, which also includes the renaming of the Valencia College School of Arts and

Entertainment Building as the Sanford C. Shugart Building, and bestowing the title of *President Emeritus* upon Dr. Shugart.

With no objection, the entire Board unanimously moved to adopt the Resolution, as presented.

Chair Stockwell entertained a second motion from the entire Board.

With no objection, the entire Board seconded the motion unanimously.

The Board members shared their high regard and praise for Dr. Shugart, and thanked him for his extraordinary leadership and vision during his years of service to Valencia College.

Chair Stockwell provided her closing remarks.

Following closing remarks, Chair Stockwell called for a vote for to approve the Resolution, as presented.

The Resolution was approved by the Board, unanimously.

Dr. Shugart thanked the Board, and the College's leadership team, faculty, and staff, for their great work.

Adjournment

Chair Stockwell adjourned the Regular Meeting at 12:03pm.

Secretary

Chair