



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

**Minutes**

**June 23, 2022**

Valencia College – Winter Park Campus  
Room 225-226  
and  
Zoom Meeting

Members Present

Ms. Daisy Lopez-Cid, Chair  
Ms. Beth Smith, Vice Chair (via Zoom)  
Mr. John Davis (via Zoom)  
Mr. Angel de la Portilla  
Mr. Guillermo Hansen (via Zoom)  
Mr. John Martinez  
Ms. Tracey Stockwell

Dr. Kathleen Plinske, Secretary of the Board and President of the College

Member Absent

Mr. Michael Sasso

**Call to Order**

Chair Lopez-Cid called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:32 a.m. A quorum was present.

**Approval of Minutes  
May 26, 2022  
Regular Meeting**

Ms. Stockwell moved to approve the meeting minutes of the May 26, 2022, Regular Meeting, as presented. Mr. de la Portilla seconded the motion, and the motion was approved unanimously.

**President's Report**

Dr. Plinske recognized the five-year partnership agreement between Valencia College and LYNX, which provides free bus rides to all Valencia students and employees, wherever LYNX operates. Dr. Plinske stated that

this agreement not only helps address transportation needs but is also an important element in achieving the College's environmental sustainability goals, including reaching carbon neutrality by 2050. Ms. Tiffany Homler Hawkins, Chief Administrative Officer of LYNX, expressed her appreciation and praised the effectiveness of this joint effort.

Dr. Plinske thanked Ms. Stephanie Howell, Senior Director, Community Affairs and Economic Development, and Mr. Paul Rooney, Assistant Vice President, Operations, for their work in support of this partnership.

Dr. Plinske presented the 2022 Legislative Session report, which was distributed to the Board. The report included the session highlights, descriptions of notable bills that passed, and some bills monitored by the College that did not pass.

Dr. Plinske discussed her participation at the Florida College System (FCS) Equity Funding Formula meeting at Valencia College West Campus, on June 16, 2022. Dr. Plinske stated that the next Equity Funding Formula meeting will be held on August 10, and 11, 2022, at St. Petersburg College.

Dr. Plinske introduced Dr. Lancelot Gooden, Provost, Osceola and Poinciana Campuses.

Dr. Plinske reported that Dr. Lesley Frederick will start her employment at Valencia as Vice President, Student Affairs on Monday, June 27, 2022.

Dr. Plinske stated that the 2021-22 Board Self-Evaluation survey soon will be distributed to the Board for completion, with discussion of the results scheduled to occur during the July 28, 2022, meeting.

**Faculty Association Report**

Dr. Plinske and the Board recognized Mr. Michael Robbins, Professor of English, for his thoughtful leadership as Valencia's Faculty Association President during the 2022 academic year. Mr. Robbins introduced Ms. Doreen Watson, Professor of Sociology, as the incoming Faculty Association President for the 2022-23 academic year.

**Student Government Association Report**

Ms. Faiza Ahmed, Winter Park Campus 2021-22 SGA President, presented the report, which was distributed to the Board. Ms. Ahmed shared the SGA's mission of serving, advocating, and representing the student body. Ms. Ahmed reported on the SGA's current events and initiatives, such as accommodations for students with disabilities, safety campaigns, future goals, and the SGA's annual trip to Tallahassee.

The Board thanked Ms. Ahmed for her great work.

**Public Comments**

Ms. Teresa Greene, Valencia College part-time faculty member, addressed the Board.

**New Business**

1. **LYNX Agreement Renewal:** Dr. Plinske presented the report, which was distributed to the Board. Dr. Plinske stated that since the Valencia and LYNX partnership began, Valencia College students and staff have used the service more than one million times. To continue this highly beneficial program, both Valencia and LYNX have agreed to extend the term of the original agreement (maintaining existing terms and conditions) to continue through August 2027.

Following a discussion, Mr. de la Portilla moved to approve the extension of the LYNX Partnership Agreement, as recommended and presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

2. **Operating Budget 2022-2023:** Dr. Plinske presented the report, which was distributed to the Board. Following a full discussion, Mr. Martinez moved to approve the 2022-2023 Operating Budget, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

3. **Policy Adoption: College Policy 6Hx28: 3C-02 – Flexible Work Arrangements for Non-Instructional Employees:** Dr. Plinske shared that in order to promote a work environment that will enhance the College's ability to serve students and other key constituents, the proposed policy and its implementing procedures formalize the College's requirements, expectations, and practices with respect to the provision of flexible work arrangements, including work schedules and remote work locations under certain circumstances, for non-instructional employees.

Following a discussion, Mr. de la Portilla moved to adopt College Policy 6Hx28: 3C-02 – Flexible Work Arrangements for Non-Instructional Employees, as presented. Mr. Martinez seconded the motion, and the motion was approved unanimously.

Dr. Plinske thanked Ms. Carla McKnight, Vice President, Organizational Development and Human Resources, for leading the efforts related to the development of this policy.

4. **Capital Improvement Program (CIP) – Fiscal Years 2023/2024 – 2027/2028:** Mr. Shaun Andrews, Vice President, Facilities and Maintenance Operations, presented the report, which was distributed to the Board. Mr. Andrews stated that the Capital Improvement

Program (CIP) is created to identify, document, and justify legislative requests for dollars for the major categories of capital projects, remodeling, renovation, deferred maintenance, and new construction.

- 5. Capital Outlay and Debt Services (CO&DS) and Project Priority List (PPL):** Mr. Andrews presented the report, which was distributed to the Board. Mr. Andrews shared that the College's Project Priority List (PPL) is a list of Board-planned, survey-recommended construction projects submitted to the Commissioner for the expenditure of Capital Outlay and Debt Services (CO&DS) funds, as authorized by State law from the sale of automobile license plates and motor vehicle licenses revenue. All projects included on the PPL are paid for partially or completely by funds accruing under the provisions of Section 9, Article XII, of the Constitution of the State of Florida, as amended.

The College intends to use CO&DS funds on these specific PPL projects identified on the Capital Improvement Plan:

- West Building 2 Roof Replacement
- West Building 7 Roof Replacement
- West Building 1 Roof Replacement
- West Building 3 Roof Replacement
- East Building 3 & PAC Roof Replacements
- Osceola Building 1 Roof Replacement
- Osceola Building 3 Roof Replacement
- Osceola Building 2 Roof Replacement

Following a recommendation from Dr. Plinske, a motion was made by Mr. Martinez and seconded by Ms. Stockwell to consider, accept, and approve items 4, and 5 under New Business together. The Board unanimously approved the Capital Improvement Program– Fiscal Years 2023/2024 – 2027/2028 and the Capital Outlay and Debt Services (CO&DS) and Project Priority List, as recommended and presented. Dr. Plinske thanked Mr. Andrews for contributions to this work.

- 6. Director, Compliance and Audit – 2021-2022 Annual Performance Evaluation:** Dr. Plinske discussed the summary of the 2021-2022 annual performance evaluation of the Director of Compliance and Audit, Ms. Cynthia Santiago-Guzmán. Dr. Plinske referred to the evaluation instrument results, as submitted by each of the Board members, and which solicited feedback on performance area including Independence and Ethics, Communication, Collaboration, Planning/Quality Focus, and Technical/Process Knowledge.

Chair Lopez-Cid explained that she met with Ms. Santiago-Guzmán to

discuss her performance and the Board's feedback.

Chair Lopez-Cid thanked the Board members for their full participation in this evaluation process and noted the Board's recognition of her commendable work and dedication on behalf of the College.

Following a discussion, Ms. Stockwell moved to approve Ms. Santiago-Guzmán's performance evaluation, as presented. Mr. de la Portilla seconded the motion, and the motion was approved unanimously.

The Board recessed at 10:30am.

The Board reconvened at 10:45am.

7. **President's 2021-2022 Annual Performance Evaluation:** Chair Lopez-Cid invited the Board to offer comments on Dr. Plinske's performance during her first year as Valencia's President. The Board discussed the results of the formal evaluation process and individually praised Dr. Plinske for her leadership, skills, and professional accomplishments.

Following a full discussion, Mr. Martinez moved to approve the President's Performance Evaluation, as presented and discussed. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

8. **President's Employment Contract:** Dr. William Mallowney, Vice President for Policy and General Counsel, stated that the proposed amendments to the President's contract of employment, as distributed and presented for consideration, reflect the customary adjustment of dates (pushing the four-year agreement forward by one year, with no automatic roll over) and the application of the College's standard salary increase.

Chair Lopez-Cid stated, that given such positive evaluation results, and considering Dr. Plinske's stellar performance in her first year as Valencia's President, she asked the Board to consider recognizing Dr. Plinske's success by enhancing her ability to continue to engage in professional development opportunities, as follows:

- Adding five (5) days of study leave to the fifteen (15) days of study leave currently provided in section (5)D of the Contract of Employment (study leave is compensable); and

- Increasing the authorized limit for reimbursement of study leave expenses from \$5,000 to \$10,000 (this reimbursement is not compensable).

A full discussion ensued. Following the discussion, Mr. Hansen moved to approve the 2022-2026 Contract of Employment for the President of Valencia College, as presented and as amended. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

A motion was made by Mr. de la Portilla, and seconded by Mr. Martinez, to consider, accept, and approve items 9, 11, 12, and 13 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:

**9. Annual Pre-Qualification of General Contractors for the Period of July 1, 2022 through June 30, 2023**

**11. Additions, Deletions, or Modifications of Courses and Programs**

**12. Continuing Education Programs and Courses**

**13. Property Deletion**

**10. Delinquent Account Write-Off:** The report was distributed to the Board. Dr. Plinske shared that, in accordance with Section 1010.03(2), F.S., several delinquent amounts have been determined to be uncollectible. Every effort has been made to collect these accounts, including referral to a collection agency. Each student's record has been placed on hold, which will prevent future registration or the issuance of an official College transcript until the debt is repaid to the College. Dr. Plinske also noted that she believes the College's course withdrawal policy may be inadvertently contributing to the number of students with bad debt and committed to the Board that the policy would be reviewed.

Following a discussion, Mr. Martinez moved to approve the deletion of delinquent accounts, as presented. Ms. Stockwell seconded the motion, and the motion as approved unanimously.

**Reports**

Chair Lopez-Cid stated that the following report items are detailed in the written materials, which have been distributed to the Board:

**A. Winter Park Campus Report**

**C. Financial Report**

**D. Construction Report**

**E. Valencia Foundation Report**

**B. Audit Update Report:** Ms. Cynthia Santiago-Guzmán presented the report, which was distributed to the Board. The report included a 2021-2022 Audit Plan Status, a Corrective Action Monitoring Report Status, and an Internal Audit Quality Assurance Self-Assessment.

The Board thanked Ms. Santiago-Guzmán.

**Strategic Discussion**

Dr. Plinske provided a summary overview of the strategic discussions that were presented to the Board in 2021-2022. The report was distributed to the Board. The Board shared topic discussions they would like to revisit or about which they would like to learn more.

**Board Comments**

The Board thanked the Winter Park Campus team for the opportunity to explore how students can engage with Valencia outside of the classroom, including student development, learning support, career services, and counseling.

The Board thanked Mr. Chris Borglum, Professor, English, Winter Park Campus, for coordinating the mock Brain Bowl competition.

The Board praised Dr. Plinske for her exemplary leadership during her first year as Valencia's President.

**Adjourn**

Chair Lopez-Cid adjourned the Regular Meeting at 11:45 a.m.

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Secretary

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Chair