

**VALENCIA COLLEGE  
DISTRICT BOARD OF TRUSTEES  
ORGANIZATIONAL MEETING**

**Minutes**

**September 23, 2015**

Valencia College – School of Public Safety – Auditorium

Members Present

Ms. Maria Grulich, Chair

Mr. Lewis M. Oliver, III, Vice Chair

Mr. Raymer F. Maguire, III

Mr. Guillermo Hansen

Dr. Bruce Carlson

Mr. John Crossman

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

Members Absent

Ms. Daisy Lopez-Cid

**Call to Order**

Dr. William Mallowney, Vice President for Policy and General Counsel called the Organizational Meeting of the District Board of Trustees of Valencia College to order at 9:35am. A quorum of the board was present.

**Election of Chair and Vice Chair**

Mr. Maguire nominated Mr. Oliver for election as Chairman of the Board. The nomination was seconded by Dr. Carlson and approved unanimously. Nominations for the position of Chair were closed, and Dr. Carlson moved election of Mr. Oliver as Chairman of the Board, and Mr. Maguire seconded. The motion was approved unanimously. Mr. Oliver nominated Dr. Carlson for election as Vice Chairman of the Board. The nomination was seconded by Ms. Grulich and approved unanimously. Nominations for the position of Vice Chair were closed, and Mr. Oliver moved, and Ms. Grulich seconded. The motion was approved unanimously.

**Authorization of Signature of Board Officers**

Ms. Grulich moved approval of the Authorization of Signatures of Board Officers. The motion was seconded by Dr. Carlson and approved unanimously.

**Election of Foundation Board Representative**

Dr. Carlson moved for Ms. Lopez-Cid to remain as Board representative to the Valencia College Foundation Board, and Mr. Hansen seconded. The motion was approved unanimously.

**Adjournment**

Dr. Mullooney adjourned the Organizational Meeting at 9:37am.

---

Secretary

---

Chair

State of Florida  
County of Orange

I, the undersigned authority, hereby certify that this document is a true and exact copy of the September 23, 2015 Organizational Meeting minutes of the Valencia College District Board of Trustees wherein the Board authorized the Chair and Secretary (President) to sign all official documents for the College.

---

Solange Fernández del Pino, Notary Public, State of Florida

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

**Minutes**

**September 23, 2015**

Valencia College – School of Public Safety - Auditorium

Members Present

Mr. Lewis M. Oliver, III, Chair

Dr. Bruce Carlson, Vice Chair

Ms. Maria Grulich

Mr. Raymer F. Maguire, III

Mr. Guillermo Hansen

Mr. John Crossman

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

Members Absent

Ms. Daisy Lopez-Cid

- |  |   |
|--|---|
| <b>Call to Order</b>                         | Chair Oliver called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:40am. A quorum was present.   |
| <b>Invocation</b>                            | The invocation was offered by Mr. James Galbraith, Vice President of Public Affairs.  |
| <b>Pledge of Alliance</b>                    | The Pledge of Allegiance was recited by all.  |
| <b>Approval of Minutes<br/>June 24, 2015</b> | Mr. Maguire moved to approve the meeting minutes of the June 24, 2015 Regular Meeting as presented. The motion was seconded by Dr. Carlson and approved unanimously.  |
| <b>President's Report</b>                    | <p>Dr. Shugart reported that the College hosted the Education Writers Association Annual Conference at the West Campus Special Events Center from September 17-19, 2015. He thanked Ms. Carol Traynor, Senior Public Relations Manager, and Linda Beaty, Senior News Writer, and the Conferencing and Events team for their assistance and support during this event.</p> <p>Dr. Shugart announced that the Osceola and East campuses were each awarded by the United States Department of Education a \$2.6 million Title V grant. The Osceola Campus Title V grant focuses on accelerating career pathways to assist students refocusing on workforce and connecting people</p> |

to jobs. The East Campus Title V grant focuses on academic advising, learning support services, and technology to support more students reach their graduation goal.

Dr. Shugart announced that the following grants also were awarded to the College:

- \$300,000 from the United States Department of Justice. The grant focuses on reducing sexual assault, and creating a safer campus environment for all students.
- \$280,000 from the National Science Foundation. The grant will help remove barriers to student success in math.
- \$100,000 in a partnering grant with the University of Florida. The grant focuses on Science, Technology, Engineering, and Math (STEM) education.

Dr. Shugart and the Board thanked Dr. Susan Ledlow, Vice President, Academic Affairs and Planning, and Ms. Kristeen Christian, Assistant Vice President, Resource Development for their outstanding work in leading the College's efforts to procure these grants.

Dr. Stacey Johnson, President, Winter Park and East Campus, recognized and thanked Dr. Joyce Romano, Vice President for Student Affairs, for her outstanding efforts in supporting the Title V grant award processes.

Dr. Shugart announced that the Aspen Institute College Excellence Program (CEP) and the Siemens Foundation selected Valencia's Respiratory Care Program for the inaugural 2015 Siemens Technical Scholars Program (STS) among 1,100 other community colleges in the country, for providing exceptional training in middle skills Science, Technology, Engineering and Math (STEM) education.

Dr. Shugart thanked the School of Public Safety team for their outstanding negotiations and relationships with the community's public safety organizations.

Dr. Shugart announced that the College has been reapproved as a leader college for Achieving the Dream.

## **Public Comment**

No public comment was offered.

## **New Business**

- 1. Bachelor of Science: Sign Language Interpretation:** Following a brief presentation and discussion led by Dr. Johnson and Dr. Lee Thomas, East Campus Dean of Social Sciences, Ms. Grulich moved to approve the College's intent to develop curriculum, submit to the State Board of Education for approval, submit to the Southern Association of Schools and Colleges for approval, and to offer the Bachelor of Science

in American Sign Language, and Mr. Crossman seconded. The motion was approved unanimously.

2. **Guaranteed Maximum Price (GMP) – Advanced Manufacturing Building, Osceola County:** Following a discussion led by Mr. Loren Bender, Vice President of Business Operations and Finance, Mr. Maguire moved to authorize the College to enter into a Guaranteed Maximum Price Contract for Construction Manager at Risk with H.J. High Construction, and Ms. Grulich seconded. The motion was approved unanimously.

3. **Policy Adoptions:**

- **Policy 6Hx28: 3C-12 – Retirement Incentive Programs:** Following a presentation and discussion led by Dr. Amy Bosley, Vice President, Organizational Development and Human Resources, Mr. Maguire moved to approve the revised Policy 6Hx28: 3C-12, Retirement Incentive Programs, as presented, and Dr. Carlson seconded. The motion was approved unanimously.
- **Policy 6Hx28: 2-01 – Discrimination, Harassment and Related Misconduct:**
- **Policy 6Hx28: 8-10 – Student Academic Dispute and Administrative Complaint Resolution:**

Following a brief discussion led by Dr. William J. Mallowney, Vice President for Policy and General Counsel, Mr. Crossman moved to approve the revised Policy 6Hx28: 2-01, Discrimination, Harassment and Related Misconduct, and the revised Policy 6Hx28: 8-10, Student Academic Dispute and Administrative Complaint Resolution, as presented, and Mr. Maguire seconded. The motion was approved unanimously.

4. **Policy Repeals:**

- **Policy 6Hx28: 5-12: Other Insurance (College Property Liability, and Workers Compensation):** Following discussion, Mr. Crossman moved to repeal Policy 6Hx28: 5-12, Other Insurance (College Property, Liability, and Workers Compensation), and Mr. Maguire seconded. The motion was approved unanimously.

A motion was made by Mr. Maguire and seconded by Mr. Crossman 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, as recommended:

5. **Spot Survey – Poinciana Campus**

- 6. Scope and Hiring of Valencia College Audit/Compliance Position**
- 7. Additions, Deletions or Modifications of Courses and Programs**
- 8. Continuing Education Courses and Fees**
- 9. Human Resources Agenda**
- 10. Submission of Grant Proposals**
- 11. Property Deletions**

Following discussion, the Board unanimously agreed to reconsider Item 6 under New Business, Scope and Hiring of Valencia College Audit/Compliance Position. Mr. Maguire then moved to retitle and redesignate appropriately the internal auditor position recently vacated by Ms. Undria Stalling, and to authorize the College to initiate the hiring process, and Dr. Carlson seconded. The motion was approved unanimously.

### **Board Comments**

Ms. Grulich thanked Mr. Joe Battista, Vice President of Global, Professional and Continuing Education, and his team for their outstanding efforts in the international student enrollment sector. Mr. Hansen announced that the Hispanic Heritage Scholarship Fund has awarded \$200,000 in scholarships to Hispanic students. He indicated that \$70,000 to \$90,000 of those dollars went directly to Valencia College. Chair Oliver thanked Mr. Hansen for his efforts supporting the College, and for his involvement with the community.

### **Reports**

**A. Fall Enrollment Report:** Dr. Romano presented the report, which was distributed to the Board. She indicated that enrollment is up by 1% in full-time enrollment (FTE), and by 2% in headcount. Dr. Romano reported on Florida residency waivers, the success rate of the College's \$100 Bookstore Coupon promotional campaign for Orange and Osceola County high school graduates, financial aid trends, and Fall 2015 student characteristics. Chair Oliver praised the College for its remarkable student recruiting marketing campaign.

**B. Financial Report:** Mr. Bender presented the report, which was distributed to the Board. He stated that the College's finances are in very good shape, and discussed matters related to College revenues and state appropriations.

**C. Construction Report:** Mr. Bender presented the report, which was distributed to the Board. He indicated that the Guaranteed Maximum Price (GMP) for the East Campus – Film, Sound, Music Technology Building and Plant Operations Facility came back slightly higher than anticipated and requires more work. Mr. Bender stated that this item is now planned to be presented to the Board for approval at the October 21, 2015 Regular Board meeting. Mr. Bender announced that the Poinciana Land Grant Agreement has been executed.

**D. Faculty Council Report:** Ms. Suzette Dohany, President, Faculty Association, presented the report. Ms. Dohany stated that the Faculty

Association has expressed its wish to be engaged in matters related to the Title V grants, workforce development, literacy, student support on the campuses, emerging legislation, and collaboration. Ms. Dohany reported on the progress of the faculty's work on the Essential Competencies.

**E. Valencia Foundation Report:** Dr. Shugart presented the report, which was distributed to the Board. He encouraged the Board to attend the Taste for Learning event to be held on Saturday, November 7, 2015, at the Rosen Shingle Creek Resort. Mr. Hansen encouraged the Board to attend the Osceola Campus Student Government Association (SGA) Hispanic festival to be held on October 3, 2015, 11-4pm.

**Adjournment**

Chair Oliver adjourned the regular meeting at 11:15am.

---

Secretary

---

Chair