

**APPROVAL OF
DECEMBER 18, 2012
DBOT REGULAR MEETING MINUTES**

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

Minutes

December 18, 2012

Valencia College – Osceola Campus

Members Present

Ms. Bertica Cabrera Morris, Chair

Ms. Maria Grulich, Vice Chair

Ms. Jo Quittschreiber

Mr. Guillermo Hansen

Mr. Lewis M. Oliver, III

Ms. Lori Kifer Johnson

Members Absent

Mr. Fernando Perez

Ms. Jerry Buchanan

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

Call to Order

Chair Cabrera Morris called the Regular Meeting of the District Board of Trustees of Valencia College to order at 8:42am. A quorum of the board was present.

Invocation

The invocation was offered by Mr. Keith Houck, Vice President of Operations and Finance.

Pledge of Alliance

The Pledge of Allegiance was recited by all.

**Approval of Minutes
October 16, 2012**

Trustee Oliver moved to approve the meeting minutes of the October 16, 2012 Regular Meetings as presented. The motion was seconded by Trustee Kifer Johnson and approved unanimously. Trustee Oliver introduced State Representative Joe Saunders. Rep. Saunders is a member of Florida's House Education Committee. Rep. Saunders expressed his great interest in higher education, praised the partnership between UCF and Valencia, and expressed his support of Valencia's educational mission.

President's Report

President Shugart reported on Governor Scott's recent visit to the Lake Nona Campus, during which Dr. Shugart announced Valencia's intention to design a Bachelor's degree that would cost students no more than \$10,000 in tuition. Senior year tuition would be discounted, based on the student's good academic performance as specified by the program. This proposal will be presented to the Board, pending the passage of required legislation. Mr. Keith Houck, VP of Operations and Finance briefed the Board on the College's policies and procedures with respect to the selection of professional services providers. His report was distributed to the Board. Among other features Mr. Houck described the criteria utilized to select the services providers deemed most qualified for a Valencia project.

New Business

Mr. Houck presented and reported on the first 3 items under New Business:

1. Mechanical Engineering Consultant Services: Request for Qualifications (RFQ 12/13-03): A motion was made by Trustee Oliver and seconded by Trustee Kifer Johnson to approve the selection of Matern Professional Engineering and OCI Associates, Inc. to provide mechanical engineering consulting services to Valencia. The motion was approved unanimously.
2. Electrical Engineering Consultant Services: Request for Qualifications (RFQ 12/13-04): A motion was made by Trustee Oliver and seconded by Trustee Kifer Johnson to approve the selection of Matern Professional Engineering and SGM Engineering to provide electrical engineering services to Valencia. The motion was approved unanimously.
3. East Campus Air Conditioning Controls Upgrade: A motion was made by Trustee Oliver and seconded by Trustee Kifer Johnson to approve the replacement of Siemens controls with Automated Logic Controls (ALC)^[SFDP1] on the East Campus. The motion was approved unanimously.

A motion was made by Trustee Quittschreiber and seconded by Co-Chair Grulich to accept and approve items 4 through 8 under New Business as a consent agenda. The Board unanimously approved the following items of new business:

- 4. Policies Adoption, and Valencia College Electronic Transfer of Funds Procedures**
- 5. Additions, Deletions or Modifications of Courses and Programs**
- 6. Continuing Education Courses & Fees**
- 7. Human Resources Agenda**
- 8. Property Deletions**

Board Comments

Chair Cabrera Morris suggested the possibility of scheduling a Board workshop prior to the February 12, 2013 Board meeting in order to further discuss the professional services selection matters that were presented during today's meeting. Trustee Oliver suggested that Mr. Houck prepare a report reflecting the current Valencia professional services providers. The Board congratulated Dr. Shugart being awarded an honorary doctorate by the University of Central Florida during its Dec 14, 2012 commencement ceremony, in honor of his contributions to the Central Florida community.

Reports

A. Proposal to Expand Programming in Support of Public Safety: Mr. Joe Battista, Continuing Education Chief Operating Officer, Dr. Nasser Hedayat, Assistant Vice President, Career & Workforce Education, Workforce Development, and Ms. Joan Tiller, Interim Vice President for Academic Affairs and Planning presented this report, which was distributed to the Board. Mr. Battista introduced Orlando Fire Department Chief John Miller, who in turn introduced fire department chiefs from Winter Park, Maitland, Reedy Creek, St. Cloud, Osceola and Kissimmee. Chief Miller stressed the importance of Valencia offering additional degrees and certificates in Fire and Public Safety for students to be better prepared for Public Safety employment positions. Dr. Shugart thanked the Fire Chief group present at the meeting for cooperating to make this degree possible for Valencia.

B. State Board of Education Rule Revisions on Faculty Continuing Contracts: Dr. William, MULLOWNEY, Vice President for Policy & General Counsel presented this report, which was distributed to the Board. Dr. MULLOWNEY stated that this rule revision draft should be finalized within the next few months, and will then be presented to the State Board of Education for approval.

C. Faculty Council Report: Mr. Robert McCaffrey, President Faculty Association presented this report. Mr. McCaffrey made himself available for any questions the Board may have had during this meeting.

D. 2011-2012 Program Viability Growth and Success (PVGS): Dr. Nasser Hedayat presented this report, which was distributed to the Board. Dr. Hedayat thanked Dr. Joyce Romano, Vice President for Student Affairs and Ms. Tiller for their vision supporting the program model that was presented today.

E. Internal Auditor Report: Ms. Undria Stalling, Internal Auditor presented her report, which was distributed to the Board. She indicated that all current audit issues have been resolved.

F. Grant Submissions Report: Dr. Susan Ledlow, Vice President for Academic Affairs & Planning and Chief Learning Officer, and Ms. Kristeen Christian, Asst. Vice President, Resource Development presented this report, which was distributed to the Board. Dr. Ledlow cited Valencia's National Science Foundation Program, developed to increase minority access in higher education, and led by Dr. Kathleen Plinske, Osceola Campus President. She also stated that Valencia is in the process of developing two (2) federal Title V grants.

G. Financial Report: Mr. Houck presented this report, which was distributed to the Board. He indicated that even though student enrollments are somewhat down, all finances are within budget parameters.

H. Construction Report: Mr. Houck presented this report, which was distributed to the Board. All projects are on schedule, on budget. Chair Cabrera Morris introduced architect Mr. Maurizio Maso, from Hunton Brady Architects. Mr. Maso is responsible for the design of the West Campus building 10.

I. Osceola Campus Report: Dr. Plinske presented this report. She announced the opening of Building 4 and described key features of the building as follows:

- 1st floor: The Depot, designed for developmental math class students.
- 2nd floor: The library, divided in to silent study rooms and regular study rooms; this floor also includes a full regional campus with the University of Central Florida.
- 3rd floor: Designed for 18 classrooms.
- 4th floor: Designed for 10 science laboratories.

J. SGA Report: Jose Batista, Osceola Campus Student Government Association (SGA) President presented his report, describing some of the events that are to take place on campus. He stated that students are academically, socially, and personally impacted when they are involved in SGA events and activities. One of these events included the creation of Holiday and Thank You cards for deployed military personnel. SGA partnered with the Student Development department to design a workshop regarding nutrition, stress and studying tips.

Adjournment

Chair Cabrera Morris adjourned the Regular Meeting at 11:24am.

Secretary

Chair

PRESIDENT'S REPORT

January 30, 2013

Randall W. Hanna
Chancellor, Division of Florida Colleges
Florida Department of Education
325 West Gaines Street, Room 1544
Tallahassee, Florida 32399-0400

Dear Dr. Hanna,

DirectConnect to UCF consortium is designed to provide world class workforce opportunities to Central Florida community by expanding access to affordable higher education bachelor degree level that is critical to region economy. In order to meet community demands and local workforce needs for the future, Valencia College developed the Bachelor of Science in Electrical and Computer Engineering Technology (BSECET) with concentrations in Computer Systems, Electrical/Electronic Systems, and Lasers and Photonics. The current program was approved by the Florida Board of Education on August 31, 2010.

BS in Electrical and Computer Engineering Technology (Audio and Electro-acoustical Systems, Computer Systems, Electrical/Electronic Systems, Lasers and Photonics)

- Currently there are 150 students in Valencia's Sound and Music Technology enrolled in the articulated AS to BSECET Audio Engineering Technology specialization program that plan to transition to Valencia's Electrical and Computer Engineering Technology bachelor degree program. In January of 2013 after meeting with industry partners the faculty and staff at Valencia College proposed to Valencia College Board of Trustees the development of the Audio and Electro-acoustical Systems concentration in BSECET degree program.
- Regional (Region 12) analysis of workforce demands from Florida Department of Economic Opportunity, Labor Market Statistics Center (LMI), and from Economic Modeling Specialists Inc. (EMSI) help to substantiate the additional need for baccalaureate level Audio technology workers. There are 10,938 workers in the degree's purview currently employed in the region. The BS ECET baccalaureate program with concentrations in Audio and Electro-acoustical Systems, Computer Systems, Electrical/ Electronic Systems, and Lasers and Photonics shows opportunities for graduates with an estimated range of 450-585 annual openings for the two independent sources. Occupations that the Audio and Electro-acoustical Systems concentration will matriculate includes: Acoustical Engineer, Dub Room Engineer, Mixing Engineer, Master Control Engineer, Sound Engineer, Recording Engineer, Sound Engineering Technologist, Audio and Video Equipment Technicians, Broadcast Engineer, and Production Engineer. These are documented by the O*NET database of Lay Titles.

- Potential employment opportunities for graduates of the BSECET with Audio and Electro-acoustical program abound in the region due to major employers like Walt Disney World, Disney Animation, Universal Orlando Resorts, SeaWorld, EA Sports, Ivanhoe Broadcast News, Inc., Happy Days Enterprises, Inc., Soundelux Showworks Systems, Muzak, National Mobile Television, Inc., Skylab Records, and NBC Recording Studios. In addition, there are numerous hotel chains and convention centers with their own audio engineering staff for conferences and conventions.
- Graduates will have key skills and outcomes that uniquely address audio and sound industry. Students will be able to use physics applications to audio circuits and systems in an advanced mathematical environment underlying audio engineering analysis and design, analyze and implement audio electronic, acoustical and electro-acoustical devices and systems. Students will apply project management techniques to audio systems; utilize statistics/probability, transform methods, discrete mathematics, or applied differential equations in support of and testing of audio electronic devices. Students will also demonstrate and employ technical proficiency with Digital Audio Workstations and the use of computer software applications to complete basic audio engineering tasks. Engaging in an effective interpersonal, oral, visual, and written communication, and demonstrating a working knowledge of group dynamics, team-building, time-management skills and ethical expectation of the profession will be standard outcomes.

There are no public universities in Valencia's service area offering the B.S in Electrical and Computer Engineering Technology with Audio and Electro-acoustical Systems concentration. This leaves the Orange and Osceola counties without adequate workers to fill the growing need for the number of jobs in this industry.

Audio and Electro-acoustical Systems will meet the workforce needs identified by industry partners for Orange and Osceola counties. This concentration will be developed with support from BSECET industry advisory council and with the intention of offering beginning fall 2013.

Please accept this letter of Valencia's notification of intent to develop and deliver the concentration in Audio Electro-acoustical Systems to meet the local workforce needs of the Orange and Osceola counties.

Sincerely,



Sanford Shugart
President
Valencia College



Bertica Cabrera Morris
Chair
District Board of Trustees

Overview Prepared for the DBOT
Proposed New Concentration in Audio and Electro-acoustical Systems
within the B.S. in Electrical and Computer Engineering Technology

Current B. S. Program:

- Valencia currently offers a B.S. in Electrical and Computer Engineering Technology, with concentrations in Computer Systems, Electrical/Electronic Systems and Lasers and Photonics. We hope to add an additional concentration in Audio and Electro-acoustical Systems.
- We also offer an articulated A.S. degree in Sound and Music Technology. Currently, we have 150 students in that A. S. Program who have indicated that they plan to transition into the B.S. in Electrical and Computer Engineering Technology.
- Because these 150 students will come into the B.S. program already having training in sound and music technology, we anticipate that they will enroll in the new concentration focusing on Audio and Electro-acoustical Systems.

Need for the New Concentration:

- At the 133rd convention of the Audio Engineering Society, the members identified the need for a more advanced curriculum than the current curriculum for an A.S. degree.
- Independently prepared employment projections show approximately 450-585 annual openings in the field of audio engineering technology in Workforce Region 12 (Orange, Osceola, Lake, Seminole and Sumter counties).
- Several industry leaders, including Bose Corporation and THX Sound, have opened audio R&D facilities in the state. Local economic development initiatives such as Orlando's Creative Village further substantiate the opportunities for graduates of the proposed concentration.
- The job outlook for graduates of a concentration in Audio and Electro-acoustical Systems looks very good in Florida.

Reason for the Attached Letter of Intent to Chancellor Hanna:

- When we develop a new program, or a new concentration within a program, we are required¹ to submit a Letter of Intent to the Florida College System.
- Our Letter of Intent must include: the name of the program; the type of degree to be conferred under the program; key skills expected of graduates; and a description of the career path or potential employment opportunities for graduates of the program.
- The application process requires that the Board of Trustees approve the new concentration, and the president's sign the application to affirm compliance and accuracy.

¹ See Florida Administrative Code, 6A-14.095, Section 1007.33(5)(a) for further details.