



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

Minutes

September 14, 2023

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

Members Present

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

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

Call to Order

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

**Approval of Minutes
August 10, 2023
Organizational
Meeting, and August
10, 2023 Regular
Meeting**

Mr. Martinez moved to approve the meeting minutes of the August 10, 2023 Organizational Meeting, and the August 10, 2023 Workshop, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

President's Report

Dr. Plinske introduced Lockheed Martin guests Mr. Pat Suderlin, Vice President for Operations, Ms. Jennifer McManus, Vice President for Production Operations, and Mr. Paul Moore, Depute Site Director of Missile and Fire Control. Dr. Plinske stated that Lockheed Martin has helped Valencia create its engineering degree programs, helped imagine and create many of the Accelerated Skills Training programs, and continues to train local talent for long-term, sustainable careers. Dr. Plinske thanked Lockheed Martin for its strong and long-term partnership with the College.

Dr. Plinske reported that in January 2023, the District Board of Trustees of Valencia College authorized the College to submit a letter of intent to offer a Bachelor of Applied Science in Public Safety Administration. The program was proposed in response to industry needs, given that there are currently 13,000 professionals serving in law enforcement, fire, and corrections in Orange and Osceola counties without a bachelor's degree, a necessary credential for officers who want to move into leadership positions. As part of the degree approval process, Valencia gathered letters of support from more than 20 Central Florida agencies. The degree approval process culminated with a presentation to the State Board of Education at its meeting in Naples, Florida, on August 23, 2023, where the College described the new program and included an industry partner's testimonial.

Dr. Plinske introduced the community leader who provided the industry partner support - Valencia alumna Ms. Lovetta Quinn-Henry, Deputy Chief at the Orlando Police Department. Ms. Quinn-Henry started her career in public safety in the mid-90's at Orange County Corrections, and later attended Valencia's law enforcement certification program in 2000, prior to starting her career at the Orlando Police Department. In 2013, Ms. Quinn-Henry participated in the College's Public Safety Leadership Development Certification Program as a sergeant, later being promoted to Lieutenant, Captain, and is now Deputy Chief. Ms. Quinn-Henry holds a bachelor's degree from Columbia College, a master's degree from Troy University, and is currently pursuing a doctorate at Liberty University.

Dr. Plinske thanked Ms. Quinn-Henry for her attendance at the State Board of Education meeting, where she enthusiastically supported Valencia's proposal for a new Bachelor of Applied Science in Public Safety Administration program.

Dr. Plinske thanked Dr. Jeff Goltz, Executive Dean, School of Public Safety, Dr. Susan Dunn, Dean, Behavioral and Social Sciences, West Campus, and the College's Criminal Justice faculty, and Fire Rescue Facility faculty, for their work while developing this new degree program.

Dr. Plinske thanked the Board members who attended the Valencia

Foundation's Red, Black and Boundless Gala, held on Saturday, September 9, 2023, at the Rosen Centre Hotel in Orlando.

Dr. Plinske reported that on September 12, 2023, the Valencia Foundation and the College celebrated the opening of the VCentials Market, Valencia's most recent effort to address students' food insecurity at scale. Made possible by a \$400,000 grant from the Florida Blue Foundation and supported by an ongoing partnership with the Second Harvest Food Bank, the VCentials market provides fresh food and produce, snacks, and hygiene products at no cost to students. Dr. Lesley Frederick, Vice President, Student Affairs, shared her excitement about the vision of VCentials, and recognized Valencia's great partnership with Second Harvest Food Bank of Central Florida.

Dr. Plinske reported that Valencia is competing for a \$160 million grant from the National Science Foundation, to support the semiconductor industry in Osceola County. Dr. Plinske shared that NeoCity's Semiconductor Technology Accelerator is one of only 16 finalists nationwide for an Engines of Innovation grant and is the only finalist from the state of Florida. If successful, funds from the grant will help support additional workforce development programming at Valencia.

Dr. Plinske thanked Mr. Joe Battista, Vice President for Workforce, Career and Professional Education, and Mr. Jay Galbraith, Vice President, Public Affairs and Advancement, for their leadership while supporting Osceola County and Valencia's partners in this application.

Faculty Association Report

Dr. Jennifer Lawhon, President, Faculty Association, shared that the Faculty Association's main goal is to create an educational environment that not only supports teaching, but also encourages thinking, creativity, and collaboration. Dr. Lawhon praised Valencia's faculty's commitment to guiding students through their academic journey. Dr. Lawhon shared that some of Valencia's outstanding faculty members were presented with the Faculty Association Awards for Excellence in Counseling, Teaching, and Librarianship (FAAETCL), as well as the Prestigious Innovation of the Year Award.

Student Government Association Report

Mr. Andres Perez, and Mr. Fritzson Louis, SGA President, and Vice President, respectively, presented the report, which was distributed to the Board. Mr. Perez and Mr. Louis shared an overview of the Collegewide SGA updates, which included fall semester goals, fall semester event programs, and the SGA's current and future initiatives.

The Board thanked the SGA team members for their thoughtful contributions and leadership.

Public Comments

No public comments were offered.

New Business

1. Precision Optics, Photonics, and Fiber Optics Technician Program:

Mr. Battista presented the report, which was distributed to the Board. Mr. Battista shared that Precision optics, photonics, and fiber optics are all enabling technologies that support various advanced manufacturing sectors such as defense, medical, semiconductor, autonomous vehicles, space, and energy. In response to a request from industry partner Lockheed Martin, Valencia has developed an entry-level technician program that will support the workforce needs of Lockheed Martin and the approximately 270 related companies in Central Florida and throughout the state of Florida. Currently, ten technicians are needed to support every engineer in the field. With the aging workforce and lack of readily available knowledge about careers in the industry, the shortage of technicians threatens our national security and global competitiveness as a country. To support this program, AmeriCOM, through a Department of Defense grant, has provided Valencia with \$1.5 million to establish a state-of-the-art optics and photonics lab. Our program will train technicians in optical fabrication, optical assembly, photonics, and fiber optics. Valencia also has the support of other companies such as Luminar, LightPath, Ocean Insight, Jenoptik, Raytheon, and CREOL at UCF. There is also potential for the future development and implementation of a pre-apprenticeship to apprenticeship program. The program will be offered at Valencia's Osceola Campus in Kissimmee near the Osceola County NeoCity semiconductor initiative.

Following discussion, Mr. de la Portilla moved to authorize the College to offer the Precision Optics, Photonics and Fiber Optics Technician Program, CMT 1033, with student fees set at \$7,000, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

2. Letter of Intent – Bachelor of Science in Elementary Education:

Dr. Danny Hoey, Provost, West Campus, and Mr. Battista, presented the report, which was distributed to the Board. Dr. Hoey stated that Valencia College is interested in addressing the fact that both regionally and nationally there is a shortage of qualified Kindergarten and Elementary teachers. In the College's service district, the Economic Opportunity Labor Market Information projects 10.5% growth in Kindergarten and Elementary teacher job occupations in Orange and Osceola Counties with 773 annual job openings through 2029. The College can confirm both high student interest and well documented support from Orange County Public Schools and the School District of Osceola superintendents for Valencia College to be authorized to offer the degree of Bachelor of Science in Elementary Education. The College has notified its regional partners and to date has not received written comments of concern. Dr.

Hoey thanked Valencia's Educator Preparation Institute (EPI) team members Dr. Nasser Hedayat, Assistant Vice President, Career and Workforce Education, Dr. Goltz, and Dr. Dunn, for their work.

Following discussion, Mr. Sasso 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 Elementary Education. Mr. Davis seconded the motion, and the motion was approved unanimously.

The Board commended the College for this great initiative.

3. 2022-23 Fund Balance Carryforward Spending Plan: Mr. Oscar Cristancho-Mercado, Chief Financial Officer, presented the report, which was distributed to the Board. Mr. Cristancho-Mercado shared that, in accordance with Sec. 1013.841, F.S., (End of Year Balance of Florida College System Institution Funds), each Florida College System institution with a final FTE (Full Time Equivalent) enrollment of 15,000 or greater that retains an operating fund balance exceeding seven percent shall submit to the State Board of Education a spending plan for its excess carry forward balance. Currently, Valencia College maintains \$48,446,286 in operating carry forward funds. The following plan seeks to reduce the amount of the operating fund balance by \$28,149,412 to the required balance level of seven percent, or \$20,296,874 as required by law:

- **Operational Support \$13,815,371:** These funds will allow the College to fund operational needs that are aligned with Valencia's Strategic Impact Plan and support increased student enrollment.
- **Health care reserves \$8,934,041:** Valencia College is self-insured for health care services provided to employees, dependents, and retirees. Since the pandemic, the College has experienced significant increases in health care costs, which have steadily depleted reserves estimated to approach 60-day minimum requirements before the plan year ends. To continue meeting the health care needs of college employees while maintaining sufficient health care liability coverage, a one-time infusion of funds is necessary. The College estimates completion of the transaction by June 30, 2024.
- **Campus furniture, classroom, and equipment refresh \$4,000,000:** These funds will provide for targeted furniture, classroom, and equipment updates to support academic and student support initiatives. The College estimates completion of

the transaction by June 30, 2025.

- **Transition of Administrative functions to West Campus \$1,000,000:** As the sale of the College's District Office is finalized, a plan has been designed to transition administrative functions to Building 10 at West Campus. This transfer of funds has been authorized by the District Board of Trustees of Valencia College, as part of the September 2022 carryforward spending plan.
- **Osceola campus adjacent land acquisition \$400,000:** As approved by the District Board of Trustees of Valencia College in 2018, provides payment to Osceola County as stipulated in an Interlocal Agreement for Reimbursement between the City of Kissimmee, Osceola County, and Valencia College, to purchase a small land parcel next to the southeast corner of Valencia's Osceola campus which will be adjacent to a new trail landing and foot bridge from the Toho-Valencia Trail across US 192, to be constructed in the future by the City of Kissimmee in cooperation with Osceola County.

The spending plan above ensures the reduction of the College's operating fund balance to \$20,296,874, or seven percent of total operating funds available, as required by law.

Following discussion, Mr. de la Portilla moved to approve the spending plan for the excess carry fund balance, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

4. **Approval of Audit Work Plan – FY 2023-2024:** Ms. Cynthia Santiago-Guzman, Director, Compliance and Audit, presented the report, which was distributed to the Board. Ms. Santiago-Guzman shared that the Office of Compliance and Audit supports and assists the District Board of Trustees of Valencia College and Senior Management in the accomplishment of college goals and objectives by providing:

- Independent, objective assurance and advisory services
- A centralized source of information and guidance on all compliance obligations

Ms. Santiago-Guzman indicated that this report represents the Office of Compliance and Audit's 2023-2024 audit work plan. The intent is to communicate the audit risk assessment and audit plan to the District Board of Trustees of Valencia College, obtain their approval of the plan and demonstrate compliance with applicable standards.

Dr. Brandon McKelvey, Executive Vice President, Administrative Services, provided an overview of the College's cybersecurity, and information security internal controls currently in place at the College, and ongoing security software research.

Following discussion, Ms. Stockwell moved to approve the Audit Work Plan for Fiscal Year 2023-2024, as presented. Mr. Sasso seconded the motion, and the motion was approved unanimously.

- 5. Policy Adoption:** Dr. Plinske stated that the proposed amendment to College Policy 6Hx28: 1-03 – Meetings of the District Board of Trustees, which was distributed to the Board, is to clarify Board policy with respect to quorum requirements for the District Board of Trustees meetings.

Following discussion, Mr. Sasso moved to adopt Policy 6Hx28: 1-03 – Meetings of the District Board of Trustees, as amended. Mr. Martinez seconded the motion, and the motion was approved unanimously.

A motion was made by Mr. John Martinez and seconded by Mr. Davis to consider, accept, and approve items 6, 7, 8, 9, 10, 11, and 12 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:

6. Policy Repeals

- *Repeal Policy 6Hx28: 9-04 - Advertising*
- *Repeal Policy 6Hx28: 6-12 - Bonds*
- *Repeal Policy 6Hx28: 3C-01.4 - Commencement*
- *Repeal Policy 6Hx28: 2-06 - Developing Business Program*
- *Repeal Policy 6Hx28: 11-04 - Lake Pamela West Campus*
- *Repeal Policy 6Hx28: 2-05 - Minority and Women's Business Enterprise Program*
- *Repeal Policy 6Hx28: 9-03 - Photography*
- *Repeal Policy 6Hx28: 5-03 - Public Contact with Students, Faculty, and Staff*

- 7. Award of RFP 2024-05 Temporary Staffing Services College Wide**
- 8. Award of RFQ 2024-03 Roofing and Building Envelope Consulting Services, Continuing Services**
- 9. Award of CA 2024-09 Cooling Towers Replacement, East Campus**
- 10. Award of CA 2024-10 Building Envelope, AHS, West Campus**
- 11. Additions, Deletions, or Modifications of Courses and Programs**
- 12. Property Deletion**

Reports

A. Fall Enrollment Report: Dr. Frederick presented the report, which was distributed to the Board. Dr. Frederick stated that, from Fall 2022 to Fall 2023, the total number of students enrolled at the College increased by 5%, and full-time equivalent (FTE) enrollment increased by 7.3%. The report included an overview of enrollment by student type, modality, ethnicity, and gender.

Dr. Frederick thanked the Board for their support.

B. Financial Report: Mr. Cristancho Mercado presented the report, which was distributed to the Board. Mr. Cristancho Mercado shared that year-to-date, the College has seen an increase in student-based revenues driven by enrollment. Mr. Cristancho Mercado thanked Dr. Frederick, and her team, for their great success in enhancing processes in the Student Affairs department.

Mr. Cristancho Mercado reported that the College’s financials are on budget, and on target.

Dr. Plinske stated that the following report items are detailed in the written materials, which have been distributed to the Board:

- C. Valencia Foundation Report**
- D. Legislative Implementation Report**

Strategic Discussion

Dr. Plinske presented an overview of the College Career Credentials Goals, as reflected in the 2030 Strategic Impact Plan. The written report was distributed to the Board. The presentation included the career credentials’ main goal, a baseline visualization, progress through 2022-2023, leading indicators, enrollment data by program type, Accelerated Skills Training (AST) enrollment data, and the ongoing collaboration with the Aspen Institute to expand pathways to high-value programs.

Board Comments

The Board commended the College for its great alignment with education and workforce.

Chair Smith congratulated the Valencia Foundation for the success of the Red, Black and Boundless Gala event.

Adjourn

Chair Smith adjourned the Regular Meeting at 11:32 a.m.

Secretary

Chair