



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

Minutes

May 23, 2018

Valencia College – Lake Nona Campus, Room 148

Members Present

Dr. Bruce Carlson, Chair
Mr. Lewis M. Oliver, III
Ms. Maria Grulich
Ms. Daisy Lopez-Cid
Mr. Raymer F. Maguire, III
Mr. Guillermo Hansen
Ms. Rosene Johnson
Ms. Tracey Stockwell

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

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| Call to Order | Chair Carlson called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:32am. A quorum was present. |
| Invocation | The invocation was offered by Mr. James Galbraith, Vice President for Public Affairs and Marketing. |
| Pledge of Alliance | The Pledge of Allegiance was recited by all. |
| Approval of Minutes
April 25, 2018
Regular Meeting | Ms. Lopez-Cid moved to approve the meeting minutes of the April 25, 2018 Regular Meeting, as presented. The motion was seconded by Ms. Stockwell and approved unanimously. |
| President's Report | Dr. Shugart thanked the Board members who attended this year's Commencement ceremonies, held May 6, 2018, at the UCF Arena. The attending Board members praised the events. |

Dr. Shugart reported that the College has begun the transition from Blackboard to Canvas, Valencia's new Learning Management System (LMS).

Dr. Shugart announced the launching of the Central Florida Educational Ecosystem Database (CFEED) partnership. In support of this unique joint effort, the partners – Orange County Public Schools, the School District of Osceola County, University of Central Florida, and Valencia College, will compile and examine historical and ongoing student data to gain insights about student success across the educational ecosystem in order to improve student outcomes at all levels.

Dr. Shugart reported that a union is attempting to organize Valencia's part-time faculty, seeking the right to bargain collectively on their behalf.

Faculty Council Report

Dr. Susan Ingersoll, Professor, Biotechnology, Lake Nona Campus, shared recent successes of the Biotechnology Laboratory Sciences Associate Degree program at the Lake Nona Campus, including a recent partnership with Biotility at University of Florida to present courses on the campus. Biotility offers short courses for professionals and students to expand their biotechnology industry knowledge. Dr. Ingersoll indicated that the Lake Nona Campus has also initiated a collaboration with the Center for Thrombosis Research at Florida Hospital, where Valencia's Biotech II students worked on a project that may lead to publication in a peer-reviewed scientific journal.

Public Comments

No public comments were offered.

New Business

1. 2018-2019 Budget Overview: Mr. Loren Bender, Vice President, Business Operations and Finance, presented the preliminary 2018-2019 operating budget for the College, which was distributed to the Board. Mr. Bender reported on the assumptions for the coming year impacting revenue, with no proposed tuition increases for the 5th consecutive year, and a small increase in state support, to be offset by other efforts to increase revenue, and reduce operating costs. The review of expenses focused on operational considerations (such as wage increases and health benefits costs), and growth sustaining initiatives such as the new Poinciana Campus and continuing education. The final budget proposals of revenue and expenses for the 2018-2019 academic year will be presented for consideration and approval at the June 27, 2018 Regular Board meeting. The Board expressed general agreement with the budget matters, as presented and discussed. The Board praised Mr. Bender, his team, staff and faculty, for their outstanding work and efforts in keeping College costs down. Mr. Bender thanked Mr. Oscar Cristancho Mercado, Assistant Vice President, Budgets and Analysis, for his great work and dedication.

2. **Approval of 2018-2019 Student Fees:** Following discussion led by Mr. Bender, Ms. Grulich moved to approve the 2018-2019 Student Fees Rate Schedule, which includes no increase in tuition or other student fees, as presented. Mr. Hansen seconded, and the motion was approved unanimously. The Board praised the College for its continuing efforts in educational affordability.
3. **Award of RFQu #2018-25 for Civil Engineering, Continuing Services Contract:** Following discussion led by Mr. Bender, Mr. Oliver moved to authorize the College to engage Harris Civil Engineers, DRMP and Highland Engineering, to serve as the civil engineering partners college-wide, subject to the negotiation of mutually agreeable contracts. Ms. Stockwell seconded, and the motion was approved unanimously.
4. **Award of RFQu # 2018-07, Mechanical, Electrical, Plumbing and Technology Engineering Design Services:** Following discussion led by Mr. Bender, Mr. Oliver moved to authorize the College to engage Matern Professional Engineering, Inc., and SGM Engineering, Inc., to serve as the Mechanical, Electrical, Plumbing and Technology Engineering Design Services firm college-wide, subject to the negotiation of mutually agreeable contracts. Ms. Grulich seconded, and the motion was approved unanimously.
5. **Award of RFQu #2018-33 for Roofing and Building Envelope Consulting Services Contract:** Following discussion led by Mr. Bender, Mr. Oliver moved to authorize the College to engage Professional Service Industries, Inc., A/R/C Associates, Inc., and Terracon Consultants, Inc., to serve as the roofing and building envelope consulting partners college-wide, subject to the negotiation of mutually agreeable contracts. Ms. Stockwell seconded, and the motion was approved unanimously.

A motion was made by Mr. Oliver and seconded by Ms. Lopez-Cid to consider, accept, and approve items 6, 7, 8, 9, 10, 11, 12, and 13 under New Business as part of the consent agenda. The Board unanimously approved the following items of New Business in the consent agenda, as recommended:

6. **Approval of 2018-2019 College Catalog**
7. **Policy Adoptions**
 - *Policy 6Hx28: 3B-02 – Pre-Employment and Inprocessing of New Employees*
 - *Policy 6Hx28: 3C-07 – Employee, Dependent, and Program Development Funds*
 - *Policy 6Hx28: 3D-11 – Education and Professional Development for Staff and Administrators*

- *Policy 6Hx28: 3D-12 – Sabbatical Leave for Full Time Tenured Faculty*
8. **Policy Repeal**
 - *Policy 6Hx28: 3C-09 – Waiver of Matriculation or Tuition Fees for Spouses and Dependents*
 9. **Human Resources Agenda**
 10. **Additions, Deletions or Modifications of Courses and Programs**
 11. **Continuing Education Courses & Fees**
 12. **Submission of Grant Proposals**
 13. **Property Deletions**

Reports

- A. **Lake Nona Campus Report:** Dr. Kathleen Plinske, Osceola, Lake Nona, and Poinciana Campuses President, and Dr. Mike Bosley, Executive Dean, Lake Nona Campus, presented the report, which was distributed to the Board. The report included the annual unduplicated headcount data by academic year at the Lake Nona Campus, the building of partnerships with the Orange and Osceola County school districts, the Osceola County college-going and “Valencia-going” rates, and the Lake Nona Campus master plan reflecting the addition of Building Two, to meet the remarkable increase in student enrollment there. Dr. Bosley indicated that the Lake Nona Campus has helped improve the college-going rate for the county, as well as for Harmony St. Cloud High Schools.
- B. **Lake Nona SGA Report:** Ms. Lexie Holton, Lake Nona Campus SGA Representative, presented the report, which was distributed to the Board. Ms. Holton briefed the Board on the SGA’s purpose to represent, advocate, inform, serve, and enrich the Valencia student community.
- C. **2017-2018 Audit Update:** Ms. Cynthia Santiago-Guzmán presented the report, which was distributed to the Board. The report included an audit engagement update, a State audit engagements update, March 29, 2018 student accounting report, fiscal year 2016-2017 financial audit, January-December 2016 operational audit, July 2016-July 2017 federal awards audit, and July 2015-June 2017 Bright Futures audit. Ms. Santiago-Guzmán indicated that overall, the processes in place with regard to student accounting processes are adequate and operating in a satisfactory manner, and no material audit observations were noted during the student accounting audit, or the financial audit. Ms. Santiago-Guzmán thanked Valencia’s senior leaders and the Office of Information Technology for their great collaboration.
- D. **Financial Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender indicated that the College’s financial health indicators are positive and on target.

- E. Construction Report:** Dr. Falecia Williams, West and Downtown Campuses President, provided a construction progress update on the Downtown Campus, in partnership with the University of Central Florida (UCF). Dr. Williams indicated that the campus will include the Dr. Phillips Academic Commons, UnionWest, the Center for Emerging Media, two parking garages, a central energy plant, a research hub, and the UCF Police Department.
- F. Valencia Foundation Report:** Ms. Lopez-Cid presented the report, which was distributed to the Board. Ms. Lopez-Cid reported that the College Foundation selected the 2018-2019 interdisciplinary faculty chair, and that two more respected Central Florida professionals have joined the Foundation Board. Ms. Lopez-Cid reported that a Board Social event Tuesday, November 13, 2018, 6pm, with location to be announced.

Board Comments

Ms. Lopez-Cid praised Valencia's leadership, faculty, and staff. Mr. Hansen reported that the Hispanic Heritage Scholarship Fund of Metro Orlando collected over \$110,000 in funds for scholarships. Dr. Carlson praised the Commencement ceremonies.

Adjournment

Chair Carlson adjourned the Regular Meeting at 11:33am.

Secretary

Chair