



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

Minutes

October 24, 2018

East Campus – Room 8-101

Members Present

Dr. Bruce Carlson, Chair

Ms. Tracey Stockwell, Vice Chair

Mr. Lewis M. Oliver, III

Mr. Raymer F. Maguire, III

Mr. Guillermo Hansen

Ms. Maria Grulich

Ms. Daisy Lopez-Cid

Ms. Beth Smith

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

Members Absent

Ms. Rosene Johnson

Call to Order

Chair Carlson called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:30am. 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
Organizational &
Regular Minutes
September 12, 2018**

Ms. Stockwell moved to approve the meeting minutes of the September 12, 2018 Organizational and Regular Meetings, as presented. The motion was seconded by Ms. Beth, and approved unanimously.

President's Report

Dr. Shugart reported that the College received nearly \$716,000 in awarded grant funds, as follows: \$240,674 from the Universal Orlando Foundation for the Universal Orlando Art of Tomorrow Scholars program; \$100,000 for

scholarships to support City of Orlando residents who are unemployed or underemployed and need skill training for higher wage employment; \$75,000 from the SunTrust Foundation, which will help provide student financial assistance for Valencia's Accelerated Training Facility; and \$100,000 per year for three years from the Lockheed Martin Corporation, to help provide student financial assistance in the Electronic Board Assembly and CNC Machining Accelerated Skills Training programs.

Dr. Shugart announced that the National Resource Center for the First-Year Experience and Students in Transition honored Valencia with the Institutional Excellence for Students in Transition Award for the Direct Connect program.

Faculty Council Report

Dr. Suzanne Salapa, Professor, Dance, East Campus, and Ms. Nichole Jackson, Assistant Director, Learning Assessment, East Campus, shared their success developing a learning outcomes assessment for the dance performance program. The Board praised the Valencia Dance Program.

Public Comments

No public comments were offered.

New Business

- 1. The District Board of Trustees 2018 Board Self-Evaluation:** The summary of the results of the Self-Evaluation was distributed to the Board. Following full discussion led by Dr. Shugart, Dr. William Mullowney, Vice President for Policy & General Counsel, and all members of the Board, Mr. Maguire moved to acknowledge and accept the results of the District Board of Trustees 2018 Board Self-Evaluation, as presented. Ms. Grulich seconded the motion, and the motion was approved unanimously. In addition, the Board responded favorably to the suggestion of a Retreat early in the new year.
- 2. Policy Adoption – Policy 6Hx28: 1-12 – Educational Affordability:** The proposed new policy on Educational Affordability formalizes Valencia's commitment to educational affordability as a design principle in development of College programs and services, and as a measure of institutional effectiveness along with other measures of access, learning, success, and completion. Collaboratively established measures of Valencia's affordability will be benchmarked, tracked and published annually. Following full discussion led by Dr. Shugart and Dr. Mullowney, Mr. Oliver moved to approve Policy 6Hx28: 1-12, Educational Affordability, as presented. Ms. Grulich seconded the motion, and the motion was approved unanimously.
- 3. Valencia Foundation Annual Audit Review/Certification of Valencia Foundation:** Ms. Michelle Matis, Vice President and Chief Operating Officer, Valencia Foundation, presented the report, which was distributed to the Board. The report included information on the Valencia Foundation change in net assets, and assets and endowment

value. Following discussion, Mr. Grulich moved to accept the Valencia Foundation's 2018 Audit Report, 2018 Internal Revenue Service Return of Organization Exempt from Income Tax Form 990, and Internal Revenue Service Application for Recognition of Exemption Form 1023 as presented. Mr. Oliver seconded the motion, and the motion was approved unanimously. Mr. Oliver then moved for the Board to certify the Valencia Foundation to be operating in a manner consistent with the goals of Valencia College and in the best interest of the state. Ms. Grulich seconded the motion, and the motion was approved unanimously. Dr. Shugart noted that once again, the Valencia Foundation independent auditor's report concluded that the financial statements of the Foundation for the fiscal year ending March 31, 2018 are complete, accurate, and free of material misstatement.

- 4. Facility Lease Agreement for the Downtown Center for Accelerated Training:** Following discussion led by Mr. Loren Bender, Vice President, Business Operations and Finance, Mr. Maguire moved to authorize the College to enter into a facilities lease agreement for the Downtown Center for Accelerated Training, consistent with business terms presented, and other terms/conditions as deemed appropriate by the College. Ms. Stockwell seconded the motion, and the motion was approved unanimously.
- 5. Award of RFP 2018-31 for Temporary Staffing Services, College-Wide:** Following discussion led by Mr. Bender, Mr. Jose Fernandez, Assistant Vice President, Facilities Planning/Real Estate Development, and Mr. Joe Battista, Vice President, Global, Professional, and Continuing Education, Mr. Maguire moved to authorize the College to award RFP 2018-31 to, and enter into contracts with Howroyd-Wright Employment Agency, Inc., d.b.a. Apple One, Kelly Services, A & Associates, and AUE Staffing, Inc. for the provision of Temporary Staffing Services. Ms. Grulich seconded the motion, and the motion was approved unanimously.
- 6. Approval of Annual Audit Plan – FY 2018-2019:** Ms. Cynthia Santiago-Guzmán, Director, Compliance and Audit, presented the report, which was presented to the Board. Ms. Santiago-Guzmán indicated that the report represents the Office of Compliance and Audit 2018-2019 annual audit plan. She stated that her intent is to communicate the plan to the District Board of Trustees, obtain its approval of the plan and demonstrate compliance with applicable standards. Following discussion, Mr. Maguire moved to approve the Annual Audit Plan for Fiscal Year 2018-2019, as presented, and Ms. Stockwell seconded the motion. The motion was approved unanimously. The Board praised Ms. Santiago-Guzmán for her great work.

A motion was made by Mr. Oliver and seconded by Ms. Grulich to consider, accept, and approve items 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 in the consent agenda, as recommended:

- 7. Human Resources Agenda**
- 8. Additions, Deletions or Modifications of Courses & Fees**
- 9. Continuing Education Course & Fees**
- 10. Submission of Grant Proposals**
- 11. Property Deletions**

Reports

- A. East Campus SGA Report:** Dr. Stacey Johnson, Winter Park and East Campuses President, Dr. Michelle Foster, Dean, Academic Affairs, East Campus, Ms. Evelyn-Lora Santos, Director of Advising, East Campus, Dr. Leonard Bass, Dean, Learning Support, East Campus, and Ms. Katy Miller, Project Director, Title V Grant, East Campus, presented the report, which was distributed to the Board. The report included an update on the \$2.6 million Hispanic-serving institution five-year grant project, which focuses on enhancing academic advising and student transfer.
- B. East Campus SGA Report:** Ms. Raeshawn Burke, East Campus SGA President, presented the report, which was distributed to the Board. Ms. Burke reported on East Campus SGA 2018-2019 goals, advocacy, initiatives, areas of focus, and future projects.
- C. Financial Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender indicated that the College's financial positions are positive and on target.
- D. Construction Report:** Mr. Bender presented the report, which was distributed to the Board. He indicated that all construction projects are proceeding on time and on budget, as expected. The Board praised Mr. Bender for his great work.
- E. Valencia Foundation Report:** The report was distributed to the Board.

Board Comments

Mr. Hansen reported that the Hispanic Heritage Metro Fund of Orlando distributed twenty scholarships to twenty Hispanic graduates of different degrees and programs. The event was held at Disney on Friday, October 26, 2018.

Adjournment

Chair Carlson adjourned the Regular Meeting at 11:50am.

Secretary

Chair