



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

Minutes

September 23, 2020

Teleconference Meeting

Members Present

Ms. Tracey Stockwell, Chair

Ms. Daisy Lopez-Cid, Vice Chair

Dr. Bruce Carlson

Mr. John Davis

Ms. Maria Grulich

Mr. Guillermo Hansen

Mr. Michael A. Sasso

Ms. Beth Smith

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

Call to Order

Chair Stockwell called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:35am. A quorum was present.

**Approval of
Organizational &
Regular Minutes
July 22, 2020, and
Presidential Search
Workshop Minutes,
Sep 9, 2020**

A motion was made by Dr. Carlson and seconded by Mr. Sasso to approve the meeting minutes of the July 22, 2020 Organizational and Regular Meetings, and the September 9, 2020 Presidential Search Workshop, in a manner of a consent agenda, as presented. The motion was approved unanimously, in a roll call vote.

President's Report

Dr. Shugart reported that the College has experienced 25 COVID-19 cases related to face-to-face classes held on Valencia's campuses. Dr. Shugart

stated that this low number can be attributed to the College's safety protocols currently in place.

Dr. Shugart reported that, in earlier conversations, and in ongoing strategic planning efforts, Valencia has discussed its special responsibility, in light of its mission and history, to ensure real opportunity for everyone, and that equity, especially in student outcomes, is the test of that opportunity. Dr. Shugart reported that the model of planning, which was presented to the Board at the July 22, 2020 Regular Board meeting, is already underway around student outcomes, in the following four areas: Access, Completion, Transfer, and Workforce Success. Dr. Shugart indicated that all four areas have a powerful focus on equity, in Valencia's uses of evidence, and in its strategies to achieve them. The model also names as the underlying platform "Opportunity and Equity," as the core of Valencia's mission.

Dr. Shugart reported that, in light of the recent events, and violent encounters with law enforcement officers in many of our communities, Valencia feels a special responsibility to press deeply into its mission to provide training to law enforcement officers through the College's School of Public Safety. Dr. Shugart shared that a diverse task force, with representation from the agencies, the community, Valencia's Peace and Justice Institute, faculty, and leadership from the School of Public Safety, will be charged with this review and revision, to include curriculum, tactical training, ongoing advanced training, and leadership development.

Dr. Shugart reported that Valencia's Campus Safety team has already stepped up its training for equity, cultural competence, diversity, and inclusion. Dr. Shugart indicated that Mr. Loren Bender, Vice President, Business Operations and Finance, and Mr. Paul Rooney, Assistant Vice President, Operations, will develop comprehensive plans for this area, including diversity and commitment to equity in the leadership structure of Safety and Security.

Dr. Shugart reported that Dr. Amy Bosley, Vice President, Organizational Development and Human Resources, will empanel a diverse design team to thoroughly review, and redesign the College's policies and practices of recruiting, hiring, on-boarding, promoting, and evaluating employees at every level. Dr. Shugart indicated that all of Valencia's systems, and professional development programs, will move toward making equity-mindedness an essential competency for Valencia employees, in every role. Dr. Shugart shared that this work is ongoing, but meaningful changes are expected to occur before the next hiring season.

Dr. Shugart reported that he will be commissioning a design team for developing a plan of Leadership for Equity and Opportunity, to be completed by Spring 2021. Dr. Shugart indicated that the College will also

seek, even in a time of constrained resources, to steward what it must begin implementing early.

Dr. Shugart reported that all of these initiatives will be managed through the existing frameworks for collaborative governance.

Dr. Shugart thanked the Board for their great support. Chair Stockwell thanked Dr. Shugart, and his team, for their great work.

Faculty Association Report

Mr. Stanton Reed, President, Faculty Association, presented a video which highlighted the Big Idea that anyone can learn anything under the right conditions, and, as this idea is being tested during the COVID-19 pandemic, how faculty are creating the right conditions for learning during uncertainty, and ambiguity. Chair Stockwell thanked Mr. Reed for his great work.

Public Comments

No public comments were offered.

New Business

1. Presidential Search Committee: Chair Stockwell provided an update on the Presidential Search Committee efforts. Chair Stockwell thanked the members of the Board who attended the Presidential Search Committee meetings. Chair Stockwell praised the members of the Presidential Search Committee for their full participation, and great feedback. Chair Stockwell thanked Dr. Bosley, and her team, for their great work.

- **Presidential Position Profile:** Dr. Bosley presented the report, which was distributed to the Board. Dr. Bosley reported that the Presidential Position Profile is a key component of a successful presidential search. Dr. Bosley shared that the Presidential Position Profile reflects the current and anticipated realities for the College and the position, articulates the required and desired qualifications for the role, and describes the opportunities and challenges facing Valencia's next president.

Dr. Bosley indicated that the Presidential Search Committee will use the Presidential Position Profile throughout the search process to assess presidential candidates. Dr. Bosley shared that AGB Search team and Valencia's Talent Acquisition team will use the Presidential Position Profile to recruit for and promote the position. Dr. Bosley indicated that the Presidential Position Profile will become an important tool of the search process by documenting how employee and student feedback have been incorporated into the process.

Dr. Bosley reported that, following a full discussion held by the Presidential Search Committee at the September 18, 2020

Presidential Search Committee meeting, a consensus was reached with respect to the content of the Presidential Position Profile, including the specific experiential and educational background requirements previously determined to be appropriate by the District Board of Trustees.

Following full discussion, Ms. Grulich moved to approve the Presidential Position Profile, as presented. Ms. Smith seconded the motion, and the motion was approved unanimously, in a roll call vote. The Board praised the Presidential Search Committee, and Dr. Bosley's team, for their great commitment to Valencia.

- **Candidate Discernment Process:** Dr. Bosley presented the report, which was distributed to the Board. Dr. Bosley shared that the Discernment and Selection Process defines how Valencia will plan to move from a large pool of candidates to the final selection by the District Board of Trustees. Dr. Bosley reported that following a full discussion held by the Presidential Search Committee at its September 21, 2020 meeting, a consensus was reached on the Presidential Candidate Discernment Process, in accordance with the timeline requirements previously determined to be appropriate by the District Board of Trustees of Valencia College.

Following full discussion, Ms. Lopez-Cid moved to approve the Presidential Candidate Discernment Process, as presented. Ms. Grulich seconded the motion, and the motion was approved unanimously, in a roll call vote.

2. **Approval of Annual Audit Plan – FY 2020-2021:** Ms. Cynthia Santiago-Guzmán, Director, Compliance and Audit, presented the Office of Compliance and Audit 2020-2021 annual audit plan, which was distributed to the Board. Following discussion, Ms. Lopez-Cid moved to approve the Annual Audit Plan for Fiscal Year 2020-2021, as presented. Dr. Carlson seconded the motion, and the motion was approved unanimously, in a roll call vote. The Board thanked Ms. Santiago-Guzmán for her great work.
3. **Approval of Waiver of Selected Student Fees:** Mr. Loren Bender, Vice President, Business Operations and Finance, presented the report, which was distributed to the Board. Following full discussion, Ms. Lopez-Cid moved to ratify the College's waiver of student application and late registration fees, as presented, and to authorize the College to waive admissions and late registration fees up to \$325,000, as deemed necessary or appropriate based on emergency circumstances, with reporting of the financial impact of such waivers to the District Board of

Trustees. Ms. Smith seconded the motion, and the motion was approved unanimously, in a roll call vote.

4. **Approval of Enterprise Resource Program (ERP) – Cloud Migration Project:** Mr. Bender and Ms. Patti Smith, Chief Information Officer, presented the report, which was distributed to the Board. Following discussion, Dr. Carlson moved to approve the spending of \$2,788,000 of CARES funds for the Cloud Migration Project, and the selection of Oracle Corporation for database licensing, Strata Information Group for migration services, and DLT for licensing; and further to outsource cloud computing and storage using Amazon Web Services. If negotiations with DLT are unsuccessful, then the College is authorized to negotiate with the next prioritized vendor (Carasoft). Ms. Lopez-Cid seconded the motion, and the motion was approved unanimously, in a roll call vote. Dr. Shugart praised Ms. Smith, and her team, for their great work.

A motion was made by Dr. Carlson and seconded by Ms. Smith to consider, accept, and approve sourcing-related items 5, 6, 7, and 8, under New Business in the manner of a consent agenda. Following discussion led by Mr. Bender, the Board unanimously approved, in a roll call vote, the following items under New Business in the consent agenda, as recommended:

5. **Award of Architectural Services for Center for Accelerated Training, East Campus, RFQ 2021-04**
6. **Award of RFP 2021-01, District Office Roof Replacement**
7. **Amendment to the Educational Plant Survey, East Campus Center for Accelerated Training**
8. **Continuing Services Contract for Geotechnical & Testing Services, RFQ 2020-24**
9. **Policy Adoption:**
 - ***Policy 6Hx28: 1-09 – Policy Development, Review and Proposal:*** Dr. William Mallowney, Vice President for Policy and General Counsel, reported that amendments to Policy 6Hx28: 1-09 – Policy Development, Review and Proposal, are proposed to update and better align with applicable laws and regulations, to eliminate obsolete language, and to reflect current and improved practices. He provided details on the key features of the proposed amendments. Following discussion, Ms. Grulich moved to approve Policy 6Hx28: 1-09 – Policy Development, Review and Proposal, as presented. Mr. Davis seconded the motion, and the motion was approved unanimously, in a roll call vote.

A motion was made by Ms. Sasso and seconded by Dr. Carlson to consider, accept, and approve items 10, 11, 12, 13, and 14 under New Business in the manner of a consent agenda. The Board unanimously approved, in a roll call vote, the following items under New Business in the consent agenda, as recommended:

- 10. Human Resources Agenda**
- 11. Additions, Deletions or Modifications of Courses and Programs**
- 12. Continuing Education Courses and Fees**
- 13. Submission of Grant Proposals**
- 14. Property Deletions**

Reports

- A. Valencia College Annual Affordability Report:** Mr. Oscar Cristancho Mercado, Assistant Vice President, Budgets and Analysis, presented the report, which was distributed to the Board. Mr. Cristancho Mercado reported that the College's Annual Affordability Report is an internal analysis of the real cost of an education at Valencia, and its impact on the students it serves. Mr. Cristancho Mercado shared that Valencia's block tuition and fees totaled \$3,092 during the 2018-19 academic year, compared to the average of other Florida College System institutions, which totaled \$3,206. Mr. Cristancho Mercado reported that 73% of the College's students graduated with no Valencia related debt.
- B. CARES Act Update:** Dr. Kathleen Plinske, Executive Vice President Provost, and Mr. Bender, presented a report update on the current and planned expenditures related to Valencia's CARES Act funds. The report was distributed to the Board.
- C. Provost Update:** Dr. Plinske presented the report, which was distributed to the Board. Dr. Plinske shared that based on the feedback provided by the Board at the July 22, 2020 Regular Board meeting, Valencia has started the process of convening conversations across the College about the major areas of mission that will serve as organizing frames for the College's next Strategic Impact Plan. The Plan will be organized around four goal areas: Access, Graduation, Transfer Success, and Workforce Success, building on Valencia's mission as a learning-centered College, and using Opportunity and Equity as a lens by which the College will examine success in all areas. Dr. Plinske reported that Valencia envisions that its next Strategic Impact Plan will describe the importance of these areas (the "why"), and will set aspirational targets for each (the "what"). Dr. Plinske stated that the College is hosting multiple planning forums for each of the four goal areas to collect input about the appropriate aspirational targets. Dr. Plinske stated that Valencia plans to present a draft of the aspirational targets of each of the four goal areas for the Board's review at its October 28, 2020 Regular

Board meeting. Then, the plan is to present the Strategic Impact Plan to the Board for approval at its December 18, 2020 Regular Board meeting.

- D. Fall Enrollment Report:** Dr. Joe Richardson, Vice President, Student Affairs, presented the report, which was distributed to the Board. Dr. Richardson shared data comparisons related to beginning of fall term 2019-2020 enrollment numbers, fall 2020 student demographics, and students by modality data. Dr. Richardson thanked Valencia faculty and staff for their great work during the fall 2020 student recruiting, and retention efforts.
- E. West Campus Report:** Dr. Terri Daniels, Interim President, West and Downtown Campuses, presented the report to the Board. Dr. Daniels shared the West Campus onsite program highlights and data related to the College's School of Allied Health.
- F. West Campus SGA Report:** Mr. Andre St. Louis and Ms. B. Younce Watson, West Campus SGA President and Vice President, respectively, presented the report, which was distributed to the Board. Mr. St. Louis, and Ms. Watson reported on the West Campus SGA legacy, fall 2020-2021 initiatives, the creation of virtual listening sessions to help assist students in preparation for the virtual fall semester, virtual engagement opportunities, areas of focus, and future projects.
- G. Financial Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender shared a 2019-2020 fiscal year end summary, fund balance risk model coverage, and 2020-2021 year to date revenue, expenditures, and fund balance assumptions. Mr. Bender indicated that the College's financial positions are positive, and on target. Dr. Carlson thanked Mr. Bender, and his team, for their great work.
- H. Construction Report:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender shared that the new West Campus traffic circle opened officially August 12, 2020. Mr. Bender stated that ongoing construction projects are progressing on target. Mr. Bender thanked Mr. Shaun Andrews, Assistant Vice President, Facilities and Maintenance Operations, and his team, for their great work.
- I. Valencia Foundation Report:** Dr. Gallagher presented the report, which was distributed to the Board. Dr. Gallagher stated that the Valencia College Foundation donors' support remains consistent. Dr. Gallagher invited the Board to attend the "Cooking with America's Top Chef Educator, Chef Jenn" event, to be held October 13, 2020, via Zoom.

Board Comments The Board praised Dr. Shugart, administrators, faculty, staff, and students, for their outstanding work.

Adjournment Chair Stockwell adjourned the Regular Meeting at 12:13pm.

Secretary

Chair