



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

Minutes

June 22, 2023

Valencia College – West Campus
Room 8-111
and
Zoom Meeting

Members Present

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

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

Member Absent

Ms. Beth Smith, Vice Chair

Call to Order

Chair Lopez-Cid called the Regular Meeting of the District Board of Trustees of Valencia College to order at 9:35a.m. A quorum was present.

**Approval of Minutes
May 25, 2023
Regular Meeting**

Mr. Martinez moved to approve the meeting minutes of the May 25, 2023, Regular Meeting, as presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

President's Report

Dr. Plinske made a recommendation to remove action item #4 - "Authorization of Sale Price of District Office and Adjacent Land", under

New Business, from today's agenda. Dr. Plinske indicated that this action item will be presented to the Board for approval at a future Board meeting.

Dr. Plinske summarized the College's Affordability Report, which was distributed to the Board. Dr. Plinske reported that Valencia is committed to its mission of remaining affordable for students and their families. Since the Affordability Policy was adopted in 2018, the College has produced an annual affordability report to inform its budget process, an effort which requires examining ways to reduce costs that impact students.

Dr. Plinske reported that summer enrollment is up by more than 5% compared to last summer. Online enrollment is essentially flat, but enrollment in face-to-face and mixed mode courses is up by 27%.

Dr. Plinske shared that the Valencia and UCF are embarking on a new strategic partnership to boost transfer student success, funded by a \$1.3 million grant from the Helios Education Foundation. The new pilot program will provide additional support to students before and after their transfer from Valencia to UCF. Using data from the Central Florida Educational Ecosystem Database (CFEED) and based on a Fall 2022 pilot program which focused on students transferring to UCF's College of Business, Valencia and UCF have identified multiple interventions that may increase the success of transfer students between institutions. The Helios grant will be used to expand the pilot and serve transfer students in all programs.

Dr. Plinske reported that the Association of Community Colleges Trustees (ACCT) has accepted Valencia's proposal to present on Osceola Prosper and CFEED at the 2023 ACCT Leadership Congress, to be held this Fall.

Dr. Plinske thanked the Board for their continued support.

Faculty Association Report

Dr. Doreen Watson, President, Faculty Association, introduced Dr. Jennifer Lawhon, Professor, Mathematics, East Campus, to the Board. Dr. Watson announced that her term as President of the Faculty Association has ended, and that Dr. Lawhon will replace her in that role through June 2024. Dr. Watson expressed her gratitude to the College's faculty for their great work, and for inspiring students. Dr. Plinske and the Board thanked Dr. Watson for her thoughtful leadership.

Student Government Association Report

Mr. Andres Perez, SGA Collegewide President, presented the report, which was distributed to the Board. Mr. Perez discussed the SGA's mission of serving, advocating, and representing the student body. The report included an overview of the SGA Collegewide organizational structure, and the SGA Collegewide top areas of focus.

The Board thanked the SGA team.

Public Comments

No public comments were offered.

New Business

- 1. Operating Budget 2023-2024:** Mr. Loren Bender, Vice President, Business Operations and Chief Financial Officer, presented the report, which was distributed to the Board. Following a full discussion, Ms. Stockwell moved to approve the 2023-2024 Operating Budget, as presented. Mr. de la Portilla seconded the motion, and the motion was approved unanimously.
- 2. Education Plant Survey:** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender shared that the Educational Plant Survey includes a systematic study and evaluation of the College's existing educational facilities, and the identification of future educational facility needs required to accommodate educational programs and services for students. At least every five years, each Florida college district board of trustees arranges for a district-wide educational plant survey pursuant to requirements in Section 9 (d) of Article XII of the State Constitution, as amended, and Section 235.15, Florida Statutes (F.S.). The purpose of the plant survey is to provide a basis for the formulation of facilities plans to support the College's educational programs, student population, faculty, administrators, staff, and auxiliary and ancillary services for the following five-year period.

Mr. Bender stated that the Educational Plant Survey document includes the report of findings of the survey for Valencia College conducted in April-May 2023. This survey incorporates recommendations for new construction, remodeling, and renovation, and proposed future campus expansion for the period July 1, 2023, to June 30, 2028. In addition, the survey report satisfies the requirements of Section 1013.31, F.S. that articulates the need for college facilities to be established by such a survey.

Following discussion, Mr. de la Portilla moved to approve the Educational Plant Survey dated Jun 22, 2023, as presented. Mr. Martinez seconded the motion, and the motion was approved unanimously.

- 3. Capital Improvement Program (CIP – Fiscal Years 2024/2025 – 2028/2029):** Mr. Bender presented the report, which was distributed to the Board. Mr. Bender shared that the Capital Improvement Plan (CIP) is created to identify, document, and justify legislative requests for state funding of college capital projects including remodeling,

renovation, and new construction of facilities. A capital project must be recommended in the College's approved Educational Plant Survey in order to be eligible to be listed in the CIP. Following discussion, Mr. Sasso moved to approve the Capital Improvement Plan for the fiscal years 2024/2025 – 2028/2029, as presented. Mr. Martinez seconded the motion, and the motion was approved unanimously.

A motion was made by Ms. Stockwell and seconded by Mr. Sasso to consider, accept, and approve items 5 thru 20 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:

- 5. Recommendation to Enter into an Agreement with Forsyte I.T. Solutions for Managed Security Services**
- 6. Recommendation to Extend CA 2020-20, Online Proctored Testing Services**
- 7. Recommendation to Renew Midtown Consulting Group Professional Services Contract**
- 8. Recommendation to Enter into an Agreement with Amazon Web Services (AWS)**
- 9. Extend and Amend Information and Technology/Student Affairs Technical Support for Financial Aid CampusWorks, Inc.**
- 10. Award of CA 2023-28, Cooling Towers Replacement, West Campus**
- 11. Award of CA 2023-29, Outside Air Handler Unit Replacement, Buildings 1 & 2, West Campus**
- 12. Award of CA 2023-31, Chillers 1 & 4 Refurbishment, West Campus**
- 13. Award of RFQ 2013-19, Civil Engineering Services**
- 14. Delinquent Account Write-Off**
- 15. Modification to 2023-24 Catalog to Align with Florida Law**
- 16. Authorization of Signature of Board Officers**
- 17. Annual Prequalification of General Contractors for the Period of July 1, 2023, through June 30, 2024**
- 18. Policy Update and Repeal**
 - *Update Policy 6Hx28: 3F-01 – Outprocessing of Employees*
 - *Update Policy 6Hx28: 3F-05.2 – Abandonment of Position*
 - *Update Policy 6Hx28: 10-05 – Smoking Regulations*
 - *Update Policy 6Hx28: 11-07 – Changes in Construction After Contract Award*
 - *Repeal Policy 6Hx28: 3E-05.5 – Tutoring*

- ***Repeal Policy 6Hx28: 3F-05.1 – Resignations of Administrative and Instructional Employees***

19. Additions, Deletions, or Modifications of Courses and Programs

20. Property Deletion

21. Director, Compliance and Audit – 2022-2023 Annual Performance

Evaluation: Chair Lopez-Cid led the discussion with respect to the 2022-2023 annual performance evaluation of the Director of Compliance and Audit, Ms. Cynthia Santiago-Guzmán.

Chair Lopez-Cid referred to the evaluation instrument results, as submitted by each of the Board members, and which solicited feedback on performance area including Independence and Ethics, Communication, Collaboration, Planning/Quality Focus, and Technical/Process Knowledge.

Chair Lopez-Cid thanked the Board members for their full participation in this evaluation process and noted the Board's recognition of Ms. Santiago-Guzmán's commendable work and dedication on behalf of the College.

Following a discussion, Ms. Stockwell moved to approve Ms. Santiago-Guzmán's 2022-2023 Annual Performance Evaluation, as presented. Mr. de la Portilla seconded the motion, and the motion was approved unanimously.

The Board thanked Ms. Santiago-Guzmán.

22. President's 2022-2023 Annual Performance Evaluation: Chair Lopez-Cid invited the Board to additionally offer comments on Dr. Plinske's performance as Valencia's President in 2022-2023, beyond those contained in the evaluation instrument which was completed by each member of the Board. The Board discussed the results of the formal evaluation process and individually praised Dr. Plinske for her leadership, skills, and professional accomplishments, including her contributions to the development of a new state funding formula that was adopted and utilized by the Florida Legislature in allocating funds to Florida College System institutions, her leadership in response to state inquiries related to diversity, equity, and inclusion, and her successful efforts to extend Osceola Prosper.

Following a full discussion, Mr. Sasso moved to approve the 2022-2023 President's Performance Evaluation, as presented, and discussed. Ms. Stockwell seconded the motion, and the motion was approved

unanimously.

23. President's Employment Contract: Dr. William Mallowney, Vice President for Policy and General Counsel, presented the proposed 2023-2027 Contract of Employment for the President of Valencia College. He explained the process that was followed in developing the draft agreement, and the Board's long-term practice of bringing it forward for Board review and consideration on at least an annual basis.

A full discussion ensued. The Chair proposed that given the expiration of the moving expense provision without payout, the Board consider enhancing the Study Leave reimbursement provision by a like amount distributed over a two-year period. This would assist with the President's current pursuit of a doctorate in philanthropy at Indiana University, which is of great benefit to the College and the Foundation. The proposal was not voted upon, pending a request for additional information. Following the discussion, Mr. Sasso moved to approve the 2023-2027 Contract of Employment for the President of Valencia College, as discussed and presented. Ms. Stockwell seconded the motion, and the motion was approved unanimously.

The Board unanimously agreed to consider a proposed modification of the 2023-2027 Contract of Employment for the President of Valencia College, to be discussed at the August 10, 2023, Board Meeting.

Reports

B Audit Update Report: Ms. Cynthia Santiago-Guzmán presented the report, which was distributed to the Board. The report included a 2022-2023 Audit Plan Status, Corrective Action Monitoring Report Status, and FY 23-24 Audit Goals.

Ms. Santiago-Guzmán thanked the Board for their support.

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

A. Affordability Report

C. Financial Report

D. Foundation Report

E. HEERF Close Out Report: Mr. Bender presented the report, which was distributed to the Board. The report included a summary of the College's Higher Education Emergency Relief Funds (HEERF) institutional spending overview.

Mr. Bender thanked the College's Financial Services, Compliance, and Accounting teams for their work.

Mr. Bender thanked the Board for their support and contributions to the College.

Board Comments

The Board congratulated Mr. Bender, who will retiring from Valencia on June 30, 2023, and thanked him for his numerous contributions to the College.

Adjourn

Chair Lopez-Cid adjourned the Regular Meeting at 11:53 a.m.

Secretary

Chair