

**VALENCIA COLLEGE
DISTRICT BOARD OF TRUSTEES
ORGANIZATIONAL MEETING**

Minutes

July 23, 2014

Valencia College – District Office, Room 502

Members Present

Ms. Maria Grulich, Chair

Mr. Lewis M. Oliver, III, Vice Chair

Ms. Daisy Lopez-Cid

Mr. Raymer F. Maguire, III

Mr. Fernando Perez

Members Absent

Mr. Guillermo Hansen

Dr. Bruce Carlson

Mr. John Crossman

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

Call to Order

Dr. William Mallowney, Vice President for Policy and General Counsel called the Organizational Meeting of the District Board of Trustees of Valencia College to order at 10:16am. A quorum of the board was present.

**Election of Chair
and Vice Chair**

Mr. Perez nominated Ms. Grulich for election as Chairman of the Board. The nomination was seconded by Mr. Oliver and approved unanimously. Nominations for the position of Chair were closed and Mr. Oliver moved, election of Ms. Grulich to continue as Chair. The motion was approved unanimously. Ms. Grulich nominated Mr. Oliver for election as Vice Chairman of the Board. The nomination was seconded by Mr. Perez and approved unanimously. Nominations for the position of Vice Chair were closed and Mr. Maguire moved, and Ms. Lopez-Cid seconded, election of Vice Chair Oliver to continue as Vice Chair. The motion was approved unanimously.

**Schedule of Regular
Meetings**

A motion was made by Mr. Maguire and seconded by Mr. Oliver to accept and approve the Schedule of Regular Meetings of the District Board of Trustees, and the Authorization of Signature of Board Officers items as part of a consent agenda. The motion was approved unanimously.

**Authorization of
Signature of Board
Officers**

**Election of Board
Representative**

Following discussion, the Board agreed to defer action on the Election of Board Representative to the Valencia College Foundation, and unanimously

approved a motion duly made and seconded to consider and act upon this matter at the September 2014 Regular Board meeting.

Adjournment

Dr. Mullooney adjourned the Organizational Meeting at 10:20am.

Secretary

Chair

State of Florida
County of Orange

I, the undersigned authority, hereby certify that this document is a true and exact copy of the July 23, 2014 Organizational Meeting minutes of the Valencia College District Board of Trustees wherein the Board authorized the Chair and Secretary (President) to sign all official documents for the College.

Barbara Halstead, Notary Public, State of Florida

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

Minutes

July 23, 2014

Valencia College – District Office, Room 502

Members Present

Ms. Maria Grulich, Chair
Mr. Lewis M. Oliver, III, Vice Chair
Ms. Daisy Lopez-Cid
Mr. Raymer F. Maguire, III
Mr. Fernando Perez

Members Absent

Mr. Guillermo Hansen
Dr. Bruce Carlson
Mr. John Crossman

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

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| Call to Order | Chair Grulich called the Regular Meeting of the District Board of Trustees of Valencia College to order at 8:35am. A quorum was present. |
| Invocation | The invocation was offered by Mr. James Galbraith, Vice President for Public Affairs. |
| Pledge of Alliance | The Pledge of Allegiance was recited by all. |
| Approval of Minutes Jun 19, 2014 | Ms. Lopez-Cid moved to approve the meeting minutes of the June 19, 2014 Regular Meeting as presented. The motion was seconded by Mr. Oliver and approved unanimously. |
| President's Report | Dr. Shugart announced that the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) officially reaffirmed Valencia College's reaccreditation on June 19, 2014. The College's next reaffirmation will take place in 2024. Dr. Shugart thanked Dr. Susan Ledlow, Vice President for Academic Affairs and Planning, Chief Learning Officer, and her team for their outstanding work during the reaccreditation process. Dr. Shugart reported on Valencia's new Student Experience course, indicating that it will provide new students with a coordinated experience, with focus on integrated student success skills, career and academic advising, and the development of an individualized education plan. Dr. Shugart stated that the class will launch in the Fall of 2014. |

Dr. Shugart reported that Valencia's faculty and staff can now watch the collaborative governance model video posted on the College's website to learn about how college decisions come to the College's District Board of Trustees. The link to the video is <https://www.youtube.com/watch?v=fNUh21sXmOE>.

Dr. Shugart announced that Mr. Lucas Boyce will not continue to serve on the Valencia District Board of Trustees due to his recent gubernatorial appointment to the Board of Trustees of Florida A&M University (FAMU).

Public Comment

Two members of the public offered comments: Mr. Don Fisher, County Manager for Osceola County, and Mr. Keith Laytham, Poinciana Residents for Smart Change (PRFSC) civic group. Both gentlemen spoke in favor of the proposed Poinciana Campus site.

New Business

1. Site Selection for Poinciana Campus: Ms. Grulich abstained from voting on this item in accordance with Section 286.012, F.S., due to the possibility of a conflict of interest under the provisions of Section 112.311, Section 112.313, or Section 112.3143, F.S. She noted that she was informed by counsel that no prohibited conflict of interest, or voting conflict of interest, had been determined to exist. Her appropriately completed Form 8B is made a part of these minutes. Dr. Kathleen Plinske, Osceola Campus President, and Dr. Allen Bottorff, Assistant Vice President, Facilities and Sustainability, Plant Operations presented a report on the matter. Following discussion, Mr. Perez moved to authorize Valencia College to negotiate and enter into a contract with Osceola County for the gift conveyance of the property located at Pleasant Hill Rd. and Reaves Rd., and to further authorize the College, if the transaction with Osceola County cannot be completed to the satisfaction of the College, to then negotiate and enter into a contract with AV Homes for the conveyance of the property located at Cypress Parkway and Laurel Avenue. Ms. Lopez-Cid seconded the motion. The motion was approved unanimously. Dr. Shugart thanked Osceola County leaders for their continuing partnership and support. He also thanked AV Homes for their thoughtful proposals. Mr. Oliver encouraged the College to accelerate the Poinciana Campus groundbreaking date, and expressed his unconditional support.

2. Contract for Construction Management at Risk, East Campus Film, Sound, Music Technology and Plant Operations Request for Qualifications (RFQ) 13/14-21: Following discussion, Mr. Oliver moved to approve the award of the Contract for Construction Management at Risk, East Campus, Film, Sound, Music Technology and Plant Operations to Skanska USA, and Mr. Perez seconded the motion. The motion was approved unanimously. Mr. Oliver praised the College's Film, Sound, and Technology curriculum.

3. Lease Agreement with Valencia College Foundation for District Office Building: Following discussion, Mr. Oliver moved to approve the updated lease terms and to amend the Lease Agreement between the Valencia College Foundation, Inc., and Valencia College, for the lease of the District Office facility. Mr. Perez seconded the motion. The motion was approved unanimously.

A motion was made by Mr. Oliver and seconded by Mr. Perez to accept and approve items 4, 5, 6, 7, 8, and 9 under New Business as a part of the consent agenda. The Board unanimously approved the following items of New Business, as recommended:

- 4. Federal Title IV Funding Reconciliation**
- 5. Additions, Deletions or Modifications of Courses and Programs**
- 6. Continuing Education Courses & Fees**
- 7. Human Resources Agenda**
- 8. Submission of Grant Proposals**
- 9. Property Deletions**

Board Comments

Dr. Shugart reported that for some years Valencia College and UCF have been engaged in communications regarding Creative Village, an initiative to bring joint use educational facilities to the downtown Orlando area. He indicated that further information will be provided to the Board as the project moves forward.

Reports

A. Valencia Security Department Overview: Mr. Paul Rooney, Assistant Vice President, Safety/Security Risk Management, Campus Security Services presented the report, which was distributed to the Board. Mr. Rooney introduced Mr. Tom Decker, Security Manager, Access Control, Mr. Michael Favorit, Security Manager, and Mr. Bill Macauley, Security Manager to the Board. Mr. Rooney praised the College's Security staff for their hard work and dedication. He thanked Dr. Bottorff, and Mr. Bill White, Chief Information Officer, Information Technology for their support and cooperation.

B. Student Activity Audit FY 2014: Ms. Undria Stalling, Internal Auditor, presented the report, which was distributed to the Board. Ms. Stalling stated that the student activity audit allowed her to determine that the College's student activity fees are collected, recorded, and maintained in a separate fund as required by the Florida law, and also provided assurance that student activity expenditures are lawful and appropriate. Ms. Stalling stated she found no internal control issues.

C. 2013-2014 Annual Audit Report: Ms. Stalling presented the report, which was distributed to the Board. She indicated that the 2014-2015 Annual Audit report provides detailed information about the College's internal audit function, the internal auditor duties, and a final status of the audit plan from the previous fiscal year end.

Dr. William Mallowney, Vice President for Policy and General Counsel reported that Ms. Stalling's performance evaluation packet will be mailed to the Board for their consideration and completion. He indicated that once completed evaluations are returned, they will be summarized and sent to Chair Grulich for review prior to her evaluation meeting with Ms. Stalling. The evaluation report will be presented to the Board for approval at the September 2014 Regular Board Meeting.

Mr. Oliver and Ms. Grulich praised Ms. Stalling for her outstanding work performance.

D. Faculty Council Report: Mr. Carl Creasman, Faculty Association President, presented the report. He indicated that the College's faculty is wrapping up the end of the Summer semester and gearing up for the Fall.

E. Construction Report: Mr. Houck presented the report, which was distributed to the Board.

F. Valencia Foundation Report: Ms. Grulich presented the report, which was distributed to the Board.

Adjournment

Chair Grulich adjourned the regular meeting at 10:15am.

Secretary

Chair