

**DISTRICT BOARD OF TRUSTEES
PALM BEACH STATE COLLEGE
Board Workshop Minutes of February 1, 2016 – 4:00 p.m.
Multi-Media Boardroom (CE 129), Lake Worth, Florida**

Attendees	Title	Status
<i>District Board of Trustees</i>		
Wendy S. Link, Esq.	Chairperson	Present (4:17pm arrival)
Charles K. Cross, Jr.	Vice Chairperson	Present
William Berger, Esq.	Trustee	Present
John W. Dowd, III	Trustee	Present
Carolyn L. Williams	Trustee	Present
Jesse Pulliam	Student Trustee	Present
<i>Cabinet Members</i>		
Ava L. Parker, J.D.	President	Present
Kevin Fernander, Esq.	General Counsel	Present
<i>ERP Executive Steering Committee</i>		
Peter Barbatis	VP, Student Services & Enrollment Mgmt.	Present
Richard Becker	VP, Admin. & Business Services	Present
Steven Lutter	Project Manager Director	Present
Erin McColskey	Ex. Assist., College Adv. & Communications	Absent
Anthony Parziale	Chief Information Officer	Absent
Ginger Pedersen	VP, Academic Affairs, Interim	Present
Jean Wihbey	Provost, Palm Beach Gardens Campus	Absent

Meeting Call to Order and Pledge of Allegiance

Trustee Cross called the meeting to order at 4:02 p.m., Trustee Williams led the Pledge of Allegiance.

Opening Remarks

President Parker provided an introduction of Dr. Ginger Pedersen, interim VP of Academic Affairs, who has been appointed to serve as the Executive Director of ERP & Business Applications and David Lutter who will serve as the ERP Project Manager.

ERP (Enterprise Resource Planning) System Presentation

Dr. Ginger Pedersen delivered a presentation on the College's plan to implement a new ERP system which included, but was not limited to, the following:

- Makeup of the ERP Executive Steering Committee
- Potential rewards for the College and students
- Overview of ERP systems selected by other colleges
- Scope of the functions that will be replaced
- Tentative implementation timeline
- Staffing needs for the new ERP system
- Preliminary costs over the next 5 years

Dr. Pedersen addressed the Board's questions.

Richard Becker distributed a handout to include a 2-year history and 5-year projection of the revenues and expenses in Fund 1. Mr. Becker delivered a presentation which explained the potential budget impacts over the upcoming years and how the College could fund the implementation of a new ERP system.

Board Discussion

Richard Becker addressed the Board's questions and agreed to follow up on the following items:

1. Board expressed an interest in knowing how other colleges are approaching the fiscal challenges of funding an ERP system.
2. Board suggested that funding be included in the conversations with other colleges and asked that staff provide an outcome of the benchmarking discussions.
3. Board asked if P3 (public-private partnership) funding would be a possibility.
4. Board asked if any of our sister colleges facing similar ERP costs are undertaking a new building project. If so, the Board stated that it would be beneficial to communicate with them to find out their funding strategies.
5. Board asked if there is another way to finance the Loxahatchee Groves project if funds are not appropriated from the State.

President Parker explained that the Board approved funding for the early stages of the ERP project and that the project will move forward. Staff will consult with the Board for approval of additional funding.

President Parker asked the Board how it would like to be involved in the ERP process.

6. Board stated that it would be beneficial to know the positives and negatives of each vendor so that the Board can provide its thoughts considering the enormous cost for this endeavor.
7. Board stated that it would be helpful to receive scheduled updates and presentations throughout the process.

Adjournment

Motion to adjourn.

Moved by: Trustee Williams Seconded by: Trustee Cross

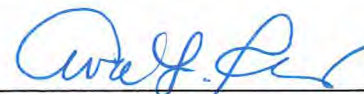
Approved: Unanimous

Workshop adjourned at 5:04 PM.

Attest:



Wendy S. Link, Esq., Chairperson



Ava L. Parker, J.D., President