

**DISTRICT BOARD OF TRUSTEES
PALM BEACH STATE COLLEGE
Board Meeting Minutes of September 8, 2015 – 5:00 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
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
Peter Barbatis	VP, Student Services & Enrollment Mgmt.	Present
Richard Becker	VP, Admin. & Business Services	Present
Ginger Pedersen	VP, Academic Affairs, Interim	Present
Suellen Mann	Executive Director, Foundation	Present
Grace Truman	Director, College Relations & Marketing	Present
Erin McColskey	Ex. Assist., College Adv. & Communications	Present (5:14pm arrival)
Holly Bennett	Provost, Belle Glade Campus	Present
Bernadette Russell	Provost, Boca Raton Campus	Present
Maria Vallejo	Provost, Lake Worth Campus	Present
Jean Wihbey	Provost, Palm Beach Gardens Campus	Present

Meeting Call to Order and Pledge of Allegiance

Trustee Link called the meeting to order at 5:01 p.m., President Parker led the Pledge of Allegiance.

Faculty Comments

Comments were delivered by Nicholas Larocca, Associate Professor, English.

Approval of Board Minutes

Motion to approve the Board Meeting Minutes of August 11, 2015.

Moved by: Trustee Williams Seconded by: Trustee Dowd **Approved: Unanimous**

Approval of Board Agenda

Motion to approve the agenda.

Moved by: Trustee Berger Seconded by: Trustee Dowd **Approved: Unanimous**

Public Comments

Public comments were delivered by Patricia Osterman, PBSC Professor.

Trustee Committee Reports

Trustee Link delivered a brief report.

President's Report

President Parker delivered her report.

Approval of Consent Agenda

Motion to approve the consent agenda.

Moved by: Trustee Dowd

Seconded by: Trustee Cross

Approved: Unanimous

VI A 1: Approve the 2014-2016 Dual Enrollment Articulation Agreement between Palm Beach State College and Atlantis Academy Palm Beach

VI B 1: Approve Fee Update Report

Informational Items (No action was required, for informational purposes only).

VIII A 1a: Faculty Update and Instructor Overview

Ginger Pedersen provided a PowerPoint presentation on the history of the College's faculty and instructors to include, but not limited to, growth of full-time faculty/instructors, degree levels and gender demographics.

VIII A 1b: New Faculty and Program Instructor

Ginger Pedersen announced that some of the new faculty members were in the audience. Each faculty member stood and provided a brief introduction.

VIII A 2a: Enrollment Report for Fall 2015

Chuck Zettler delivered a PowerPoint presentation on summer and fall enrollment to include, but not limited to, credit and non-credit headcount, full-time equivalency (FTE), demographics and characteristics (full and part-time data, ethnicity, gender and average age).

- Board requested that staff provide the following: (1) percentage of all Palm Beach district high school graduates that transferred to any college and (2) a presentation on the College's recruitment strategies to increase enrollment.

VIII A 3a: Planning and Construction Projects Status Report and Dennis P. Gallon Campus Report dated 8/19/15

James Storms provided a PowerPoint presentation on the construction progress to date and activities scheduled to begin next month.

- The Board directed staff to target the first class for Fall 2016 based upon previously discussed schedule.

VIII A 3b: Financial Review and Analysis for the one month ending 8/31/15

Mr. Becker presented the budget analysis to include, but not limited to, annual financial report, history of health insurance rates, proposed increase in healthcare premiums and verification of dependent eligibility.

VIII A 4a: Belle Glade Campus Report

Provost Holly Bennett provided a PowerPoint presentation on the academic and PSAV programs offered at the Belle Glade campus.

VIII A 4b: Boca Raton Campus Report

Provost Bernadette Russell provided a PowerPoint presentation highlighting the academic programs offered at the Boca Raton campus.

VIII A 4c: Lake Worth Campus Report

Provost Maria Vallejo provided a PowerPoint presentation with an emphasis on the academic programs offered at the Lake Worth campus.

VIII A 4d: Palm Beach Gardens Campus Report

Provost Jean Wihbey provided a PowerPoint presentation regarding the programs at Palm Beach Gardens campus with an emphasis on the Associate in Science (A.S.) degree programs.

- Board members asked that they be made aware of all maxed out programs on each campus in an effort to reveal opportunities for the College to better serve the community.

Approval of Action Agenda

IX A 1: Approve the Second Reading of District Board of Trustees Policy 6Hx-18-2.14, for the Online Course Equivalency Process.

Moved by: Trustee Williams Seconded by: Dowd **Approved: Unanimous**

IX A 2: Approve Proposed Programs at the Dennis P. Gallon Campus at Loxahatchee Groves.

Moved by: Trustee Cross Seconded by: Trustee Berger **Approved: Unanimous**

Ginger Pedersen and Jacqueline Rogers provided a PowerPoint presentation on the vision for the new campus which included a follow up to the Board's questions from last month's board meeting.

IX B 1: Approve the First Reading to Include Pregnancy in District Board of Trustees Policy 6Hx-18-5.86, Harassment Policy Including Sexual Harassment and Complaint Procedures for all Types of Harassment or Discrimination.

Moved by: Trustee Williams Seconded by: Trustee Berger **Approved: Unanimous**

IX B 2: Approve the First Reading to Include Pregnancy in District Board of Trustees Policy 6Hx-18-5.20, Nondiscrimination Policy.

Moved by: Trustee Williams Seconded by: Trustee Berger **Approved: Unanimous**

IX B 3: Approve Second Reading of Proposed District Board of Trustees Policy 6Hx-18-1.31 to Delegate Authority to the President. This policy was heard by the District Board of Trustees for first reading on August 11, 2015, and was amended to incorporate the Board's comments.

Moved by: Trustee Williams Seconded by: Trustee Dowd **Approved: Unanimous**

IX C 1: Approve Human Resources Actions.

Moved by: Trustee Dowd Seconded by: Trustee Berger **Approved: Unanimous**

- Board asked that the Executive Summary sheet be submitted to the Board on a quarterly basis.

IX C 2: Approve Changes to the Salary Schedule Applicable to Adjunct Instructors Effective January 6, 2016.

Moved by: Trustee Berger Seconded by: Trustee Cross **Approved: Unanimous**

IX D 1: Approve 2016 Legislative Request for Dennis P. Gallon Campus Construction.
Moved by: Trustee Berger Seconded by: Trustee Williams **Approved: Unanimous**

Other Business

- Board members discussed travel to Tallahassee in the Fall and asked that they be informed of the dates for upcoming Legislative meetings.

Adjournment

Meeting adjourned at 7:23 PM.

Motion to adjourn.

Moved by: Trustee Berger Seconded by: Trustee Cross **Approved: Unanimous**

Attest: 

Wendy S. Link, Esq., Chairperson



Ava L. Parker, J.D., President