



PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

AGENDA • JUNE 18, 2024

Regular Meeting

Lake Worth Campus - DBOT

3:00 PM

Multi-Media Board Room, CE-129, 4200 Congress Avenue, Lake Worth, FL 33461

Palm Beach State College advances the economic and social growth of our community and global workforce through innovative, high-quality learning experiences that transform students' lives.

I. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. COMMENTS AND RECOGNITIONS

A. Faculty Comment

Presenter: Sandy DeMauro, Associate Professor

III. AGENDA ADDITIONS/DELETIONS

IV. APPROVAL OF BOARD MINUTES

A. Approve the April 16, 2024 Regular Meeting Minutes

V. APPROVAL OF BOARD AGENDA

A. Abstentions by Board Members

B. Public Comments

VI. APPROVAL OF CONSENT AGENDA

A. Academic Affairs / Academic Innovation and Strategy / Student Services

1. Approve the 2023-2024 Continuing Contract

Staff Contact: Ms. Sheila Scott-Lubin, Associate Vice President, Academic Affairs

2. Approve the 2024-2025 Palm Beach State College Catalog

Staff Contact: Ms. Julie Sivigny, Dean, Curriculum

3. Approve the 2024-2025 Student Handbook

Staff Contact: Dr. Peter Barbatis, Vice President, Student Services and Enrollment Management

B. Finance and Administration

1. Approve 2024/2025 Unexpended Plant Fund 7 Budget

Staff Contact: Mr. James Duffie, Vice President, Finance & Administration

2. Accept Fiscal Year 2023-2024 District Fire, Casualty, and Sanitation Inspection Report.

Staff Contacts: Mr. Edgar Cintron, Director, Facilities, and Ms. Danielle Rao, District Fire Official

3. Approve \$83,600 Increase to Contract with Harvard Jolly for the Purpose of Selecting Specialized Medical Fixtures and Equipment for the Lake Worth Campus Medical Simulation Lab. This Brings the Total Contract Value to \$401,512.

Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction

4. Approve the 2023 Foundation Audit

Staff Contact: Mr. James E. Duffie, Vice President, Finance and Administration

5. Approve Prequalification Certificates for Construction Manager at Risk Services Over a Term of Three Years, with the Option to Renew for an Additional Two Years

Staff Contacts: Mr. Edgar Cintron, Director, Facilities and Alvarez

C. Information Services

VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA

VIII. TRUSTEES' COMMITTEE REPORTS

IX. PRESIDENT'S REPORT

A. TMRW Sports Update

Presenter: Dr. Stephen Joyner, Provost and Dean, Palm Beach Gardens Campus

B. Foundation Presentation

Presenter: Mr. David Rutherford, Vice President, Institutional Advancement and CEO, The Foundation for Palm Beach State College

X. INFORMATIONAL ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

1. Monthly Financial Review & Analysis

Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

2. Foundation Annual Budget FY 24-25

Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

3. District Facilities Master Projects List Dated June 3, 2024

Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction

4. First Reading - Amendment to Board Policy 6Hx-18-3.49 Sexual Predator

Presenter: Dr. Delsa Bush, Director of Security, Safety and Risk Management

5. Quarterly Procurement Report January 1, 2024 through March 31, 2024

Staff Contact: Ms. Jennifer Alvarez, Procurement Director

6. Annual Surplus Asset Sales and Donations July 1, 2023 through April 4, 2024

Staff Contact: Ms. Jennifer Alvarez, Procurement Director

C. Information Services**1. Quarterly IT Contracts Report**

Presenters: Dr. Russell Kaufman, Chief Information Officer and Dr. David Edris, Director, Client Support Services

D. Human Resources**1. Quarterly Human Resources Executive Summary from January 1, 2024 to March 31, 2024**

Staff Contact: Mr. Michael Pustizzi, Chief Human Resources Officer

E. Office of General Counsel**1. Quarterly Litigation Report**

Staff Contact: Mr. Geovanni Denis, Associate General Counsel

XI. ACTION ITEMS**A. Academic Affairs / Academic Innovation and Strategy / Student Services****1. Approve Institutional Accreditation Update**

Presenter: Sheila Scott-Lubin, Associate Vice President, Academic Affairs

2. Approve the 2024-2026 Dual Enrollment Articulation Agreement for Palm Beach County

Presenter: Dr. Karline Prophete, Interim Dean, Student Development and Success

B. Finance and Administration**1. Approve Capital Improvement Plan and Legislative Budget Request for Fiscal Years 2025-2026 through 2027-2028**

Presenter: Mr. Kirk Stetson, Manager, Facilities Planning and Construction

2. Approve the Fund 1 Operating Budget, 2024-2025

Staff Contact: Mr. James Duffie, Vice President of Finance and Administration

3. Approve the 2024-2025 Course User Fees

Staff Contact: Mr. James E. Duffie, Vice President, Finance and Administration

4. Approve the 2023-2024 Annual Write-Off of Uncollected Accounts

Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

5. Approve 2024-2025 Student Tuition

Staff Contact: Mr. James E. Duffie, Vice President, Finance and Administration

6. Ratify the Omnia Partners Contract #R191601 with BELFOR USA Group, Inc. for Disaster and Non-Disaster Restoration of Operational Services.

Staff Contacts: Ms. Jennifer Alvarez, Procurement Director, and Ms. Joan Rumsey, Assistant Director of Facilities

7. Approve Contract for Debris Monitoring Services with Disaster Program & Operations, Inc (DP&O) Utilizing Santa Fe RFP #17-20C

Staff Contacts: Ms. Joan Rumsey, Assistant Director of Facilities, and Ms. Jennifer Alvarez, Procurement Director

8. Ratify the Guaranteed Maximum Price (GMP) Amendment for LEGO Construction Co. the Construction Manager at Risk (CMAR) Contract for the Construction of the Lake Worth Medical Simulation Laboratory Remodel Training Center Interior Remodeling

Staff Contact: Mr. Kirk Stetson, Manager, Facilities Planning and Construction

9. Ratify Contract Award for Third-Party Evaluation Services with WorkEd Consulting, LLC for \$1,275,000 Over a Term of Three Years, with the Option to Renew for an Additional Three Years

Presenters: Ms. Sheila Scott-Lubin, Associate Vice President of Academic Affairs and Ms. Jennifer Alvarez, Procurement Director

10. Ratify Contract Amendment with Follett Higher Education for Bookstore Services - \$3,000,000 Estimated Revenue Through February 28, 2029

Presenters: Ms. Jennifer Alvarez, Procurement Director and Ms. Jessica Bender, Director of Auxiliary Services

C. Information Services

1. Approve the Workday Contract Renewal

Approve the contract renewal with Workday for the College's Enterprise Resource Planning System.

Presenter: Dr. Russell E. Kaufman, Chief Information Officer & Julie Reiman, Enterprise Systems Director

D. Human Resources

1. Approve Amendment to DBOT Policy 6Hx-18-5.08 Military Leave

Staff Contact: Ms. Cheryl Hare, Director, Total Rewards

2. Approve the 2024-2025 Renewal Contracts for Administrators and Bargaining Unit Members

Staff Contact: Mr. Michael Pustizzi, Chief Human Resources Officer

XII. OTHER BUSINESS

A. Board Policy 6hx-18-1.02 authorizes the President to approve routine business items and administrative appointments that would have appeared on the July board meeting agenda. Should Presidential approval take place during this time, these items will be submitted for ratification at the August 20, 2024, District Board of Trustees meeting.

XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

A. The District Board of Trustees will not hold a meeting in July in order to accommodate a smooth transition into the new fiscal year which begins on July 1, 2024. The next meeting is scheduled for August 20, 2024, on the Lake Worth Campus.

XIV. ADJOURNMENT

XV. *Palm Beach State College District Board of Trustees welcomes public comments during its regular monthly meetings. Any person or group wishing to make public comments must complete a "Public Comment Card". Procedures for making public comments are as follows:

XVI.

XVII. 1. Complete comment card including your name, address, telephone number and agenda item number (if appropriate).

XVIII. 2. Submit the completed card to the executive administrative assistant to the board (seated on the right side of the dais). Anyone wishing to speak must submit a completed card prior to the start of the meeting. Comment cards will not be accepted at any other time of the meeting.

XIX. 3. When your name is called, approach the podium with the microphone, and state your name and address for the record.

XX. 4. Comments are limited to three (3) minutes. This is the opportunity for persons wishing to make public comments regarding an agenda item to speak.

Any person(s) not adhering to the Board's guidelines or who make comments which could be perceived as slanderous or disruptive may be barred from making future comments before the board.