



# PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

MINUTES • OCTOBER 17, 2023

Regular Meeting

Lake Worth Campus - DBOT

4:00 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 student's lives.

## Attendance

### Present:

Members: Pat Bishop, Omar Soto, Wendy Link, Carolyn Williams, Daniel Gil-Sanchez

### Absent:

Members: Melissa Friedman-Levine

#### I. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The regular meeting of the District Board of Trustees of Palm Beach State College was called to order at approximately 4:06 p.m. on Tuesday, October 17, 2023, by Chair Bishop. Chair Bishop welcomed participants to the meeting. The Chair asked Trustee Link to lead in the Pledge of Allegiance.

#### II. COMMENTS AND RECOGNITIONS

##### A. Student Comment: Charles McConnell

Chair Bishop introduced, Palm Beach State College student, Mr. Charles McConnell, Lake Worth Campus. Mr. McConnell shared his adversities and accomplishments as a student at the College.

#### III. AGENDA ADDITIONS/DELETIONS NONE

#### IV. APPROVAL OF BOARD MINUTES

##### A. Approve Workshop Meeting Minutes, September 19, 2023 3:00 PM

##### Motion:

Approve Workshop Meeting Minutes, September 19, 2023, 3:00 PM

Motion moved by Carolyn Williams and motion seconded by Wendy Link.

Approved

##### B. Approve Regular Meeting Minutes, September 19, 2023 4:00 PM

##### Motion:

Approve Regular Meeting Minutes, September 19, 2023, 4:00 PM

Motion moved by Omar Soto and motion seconded by Wendy

Link. Approved

**V. APPROVAL OF BOARD AGENDA**

Chair Bishop called for a motion to approve the agenda.

**Motion:**

APPROVAL OF BOARD AGENDA

Motion moved by Omar Soto and motion seconded by Wendy Link. Approved.

A. Abstentions by Board Members

**NONE**

B. Public Comments

1. Ms. Terrie Bates, PBG Community Member, addressed the Board with her concerns with the SoFi Center on the Palm Beach Gardens Campus.
2. Ms. Christine Pitts, PBG Community Member, also addressed the Board with concerns with the SoFi Center on the Palm Beach Gardens Campus.

**VI. APPROVAL OF CONSENT AGENDA**

Chair Bishop called for a motion to approve the Consent agenda as there were no Trustee questions or requests for further review of the Consent items.

**Motion:**

APPROVAL OF CONSENT AGENDA

Motion moved by Wendy Link and motion seconded by Carolyn Williams. Approved.

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

1. Approval Academic Calendar 2024-2025 (Presenters: Sheila Scott-Lubin, Associate Vice President of Academic Affairs )

 [OnBoard Transmittal - 6.A.1.pdf](#)

 [Class Meeting 2024-2025.pdf](#)

B. Finance and Administration

C. Information Services

**VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA NONE**

**VIII. TRUSTEES' COMMITTEE REPORTS**

Daniel Gil-Sanchez, Student Trustee, shared a video of his experience at the ACCT Leadership Conference in Las Vegas. He thanked the Board and President for giving him the opportunity to participate in this event.

## IX. PRESIDENT'S REPORT

### A. TMRW Sports Update

Dr. Joyner, Provost and Dean, Palm Beach Gardens Campus, shared a time-lapse video of the dome being inflated and provided an update on the next-steps

milestones, student opportunities (i.e. internships, site-visits, paid positions, and curriculum development), Dr. Joyner also addressed some of the concerns regarding landscaping.

### B. 2024 Legislative Priorities

Ms. Abby Ross, Executive Director, Community Engagement and Special Assistant to the President, provided the Board with an overview of the College's legislative priorities. Ms. Ross discussed the need for renovating the Library, continuing with the ERTC Phases, and expanding the Transportation Technology Expansion Project (TTEP) program due to the rise in demand for autonomous/electronic vehicles. Ms. Ross also provided the Board with an update on the 2023 Florida College System's legislative priorities.

### C. Charter School Lease Update

Ms. Barbara Cipriano, Provost and Dean, Lake Worth Campus, provided an update to the lease agreement with Palm Beach Preparatory Charter Academy. Provost Cipriano highlighted that the agreement was to lease two classes for one year with no renewal.

The Board also discussed the types of lease agreements it would like to approve before a lease is granted. The Board collectively advised that if the lease is for more than a single use and if it is outside of the normal operating business of the College, it would like to approve the lease agreement.

## X. INFORMATIONAL ITEMS

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

#### 1. Institutional Accreditation Update

Dr. Roger Yohe, Vice President, Academic Innovation and Strategy, provided the Board with an overview the status of switching accreditors for the College. Dr. Yohe stated that the College is on step 4 of 10, and currently waiting on approval from the U.S. DOE. Dr. Yohe also provided a brief progress update since the August DBOT meeting.

1. Financial Review and Analysis

Mr. James Duffie, Vice President, Finance and Administration, provided this information as part of the Board packet. Trustees had no questions or comments.

 [Transmittal 10.B.1.doc](#)

 [Budget.Analysis.September.30.2023.pdf](#)

2. Construction Status Report

Mr. Kirk Stetson, Manager, Facilities, Planning and Construction, provided this information as part of the Board packet. Trustees had no questions or comments.

 [Transmittal 10.B.2.doc](#)

 [32172.pdf](#)

C. Information Services

**XI. ACTION ITEMS**

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

B. Finance and Administration

1. Approve the Contract Award with Timothy Rose Contracting, Inc. for Drainage Improvements at the Palm Beach Gardens Campus, ITB 2024- 01TR for \$367,400 through Project Completion.

Ms. Joan Rumsey, Assistant Director, Facilities, provided the Board with a visual of the stormwater drains on the PBG Campus and an overview of the improvements that are needed to be made due to damaged or deteriorating metal pipes. Ms. Jennifer Alvarez, Director, Procurement, discussed the BID process and provided the Board with the names of the six responses received. The recommendation was to award the contract to the lowest priced responsive and responsible bidder, Timothy Rose Contracting, Inc.

 [Printout-5771-1004-A9203.doc](#)

 [Tabulation ITB 2024-01TR Drainage Improvements - PBG Campus 1.pdf](#)  [Notice of Intent to Award.pdf](#)

**Motion:**

Approve the Contract Award with Timothy Rose Contracting, Inc. for Drainage Improvements at the Palm Beach Gardens Campus, ITB 2024-01TR \$367,400 through Project Completion.

Motion moved by Wendy Link and motion seconded by Carolyn

Williams.

Approved

2. Approve Amendment Number 4 to Sublease Number 2724-003 and the Addendum Between PBSC and FAU for the use of State Lands for the South Campus on FAU's Boca Raton Campus.

President Parker explained this is a current lease and the purpose of this motion is to extend the length of the lease.

 [OnBoard Transmittal FAU BOCA Lease.pdf](#)

 [A AID 45312 Amendment 4 to Sublease 2724-003 OGC signed.pdf](#)

 [PBSC-FAU Addendum to Sublease re Improvements and Other Matters FINAL.pdf](#)

**Motion:**

Approve Amendment Number 4 to Sublease Number 2724-003 and the Addendum Between PBSC and FAU for the use of State Lands for the South Campus on FAU's Boca Raton Campus.

Motion moved by Carolyn Williams and motion seconded by Wendy Link.  
Approved

3. Approve Augmenting Campus Safety with Private Security Organization with Armed Officers

Mr. James Duffie, Vice President, Finance and Business Administration, presented to the Board an update to the research on armed officers on the College's campuses. The determination was that hiring a private security firm to provide the armed security officers would be beneficial to the College. The College has the temporary solution with armed off duty officers in place and the goal is to have the private security firm in place by January after going through a procurement process.

 [SafetyTransmittalPage.doc](#)

**Motion:**

Approve Augmenting Campus Safety with Private Security Organization with Armed Officers

Motion moved by Carolyn Williams and motion seconded by Wendy Link.  
Approved

C. Information Services

with TeamDynamix that Includes the Added AI Chatbot Functionality.

Mr. Ken Libutti, Chief Information Officer, updated the Board as to the benefits to extend the contract with TeamDynamix as it included an AI Chatbot functionality. The College will participate in the development of the new conversational chatbot. Mr. Libutti shared how the new functionality of this charbot will benefit the students.

 [OnBoard Transmittal Template - TDX.docx](#)

**Motion:**

Approval of the Contract Extension amendment and cost increase with TeamDynamix that Includes the Added AI Chatbot Functionality.

Motion moved by Wendy Link and motion seconded by Omar Soto.  
Approved

**XII. OTHER BUSINESS**

A. Approve the President's 2022-2023 Evaluation

The Board received a copy of the compiled responses for the President's evaluation at the September Workshop and additional hard copies were provided at the meeting. Chair Bishop asked if there were any questions or comments regarding the evaluation. Trustees had no questions or comments.

 [OnBoard Transmittal-President's Evaluation.docx](#)

 [2022-2023 PBSC Presidents Annual Evaluation Form to DBOT Grid.pdf](#)

**Motion:**

Approve the President's 2022-2023 Evaluation

Motion moved by Carolyn Williams and motion seconded by Omar Soto.  
Approved

B. Approve the President's 2023-2024 Goals

The Board discussed the President's proposed goals at the September Workshop. The President advised that she made the requested changes. Trustees had no further questions or comments. The revised goals were provided to the Board.

[President's 2023-2024 Goals](#)

**Motion:**

Approve the President's 2023-2024 Goals

Motion moved by Omar Soto and motion seconded by Carolyn Williams.

Approved

**XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

**A. Registration for Spring 2024**

Registration for Spring 2024 began on October 4, 2023. The term runs from January 8, 2024, through May 7, 2024.

Spring 2024 Sessions:

-Session 1 (Full Term - 15 weeks): January 8 - May 7, 2024

-Session 2 (Express A - 7.5 weeks): January 8 – February 29, 2024

-Session 3 (12 weeks): January 29 - May 7, 2024

-Session 4 (Express B - 8 weeks): March 11 - May 7, 2024

**XIV. ADJOURNMENT**

**Motion:**

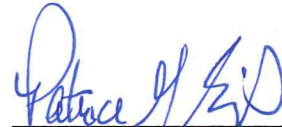
ADJOURNMENT

Chair Bishop adjourned the meeting at approximately 5:54 pm.

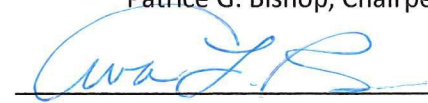
Motion moved by Wendy Link and motion seconded by Carolyn Williams.

Approved

ATTEST:



Patrice G. Bishop, Chairperson



Ava L. Parker, J.D., President