



PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

AGENDA • NOVEMBER 19, 2024

Regular Meeting **Humanities and Technology Building, Room HT 103** **4:00 PM**

Boca Raton Campus - 801 Palm Beach State College Drive, Boca Raton, FL 33431

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. Student Comment

Presenter: Mr. Tobiasz Sawczuk

B. Campus and New Faculty Update

Presenters: Dr. Van Williams, Provost and Dean, Boca Raton Campus and, Ms. Dana Hamadeh, Interim Dean, Academic Affairs, Boca Raton Campus

III. AGENDA ADDITIONS/DELETIONS

IV. APPROVAL OF BOARD MINUTES

A. Approve the October 15, 2024 Regular Meeting Minutes

V. APPROVAL OF BOARD AGENDA

A. Abstentions by Board Members

B. Public Comments

Motion to Approve Agenda

VI. APPROVAL OF CONSENT AGENDA

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

1. Approve the 2024-2025 Palm Beach State College Catalog Addenda

Staff Contact: Dr. Roger Yohe, Vice President, Academic Innovation and Strategy

B. Finance and Administration

VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA

VIII. TRUSTEES' COMMITTEE REPORTS

IX. PRESIDENT'S REPORT

A. 2024 Fall Enrollment Update

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

B. Nursing: National Council Licensure Examination (NCLEX) Pass Rates**Presenter:** Dr. Carol Clarke, Associate Dean, Nursing**C. TMRW Sports Easement Update****Presenter:** Geovanni J. Denis, Esq., Associate General Counsel**X. INFORMATIONAL ITEMS****A. Academic Affairs / Academic Innovation and Strategy / Student Services****B. Finance and Administration****1. District Facilities Master Projects List Dated November 1, 2024****Staff Contact:** Mr. Kirk Stetson, Manager, Facilities, Planning and Construction**2. First Reading - Repeal of District Board of Trustees Policy 6Hx-18.4.32 - "Preparation, Certification, and Submission of Payrolls"****Presenter:** Mr. James Duffie, Vice President, Finance and Administration**3. First Reading - Repeal of District Board of Trustees Policy 6Hx-18-4.04 - "Loan Funds – Student Financial Aid"****Presenter:** Mr. James Duffie, Vice President, Finance and Administration**4. First Reading - Repeal of District Board of Trustees Policy 6Hx-18-4.21 - "Fees and Tuition for Special Courses"****Presenter:** Mr. James Duffie, Vice President, Finance and Administration**5. Quarterly Procurement Report from July 1, 2024, to September 30, 2024****Staff Contact:** Ms. Jennifer Alvarez, Procurement Director**6. Financial Review and Analysis - October 2024****Staff Contact:** Mr. James Duffie, Vice President, Finance and Administration**C. Information Services****D. Human Resources****1. Quarterly Human Resources Summary from July 1, 2024, to September 30, 2024****Staff Contact:** Mr. Michael Pustizzi, Chief Human Resources Officer**E. Office of General Counsel****1. Quarterly Litigation Update****Staff Contact:** Geovanni J. Denis, Esq., Associate General Counsel**2. First Reading - Amendment to District Board of Trustees Policy 6Hx-18-1.08 - "College Catalog"****Presenter:** Geovanni J. Denis, Esq., Associate General Counsel

3. First Reading – Repeal of District Board of Trustees Policy 6Hx-18-1.09-
"Catalog Approval"
Presenter: Geovanni J. Denis, Esq., Associate General Counsel
4. First Reading – Amendment to District Board of Trustees Policy 6Hx-18-1.10 -
"Student Handbook"
Presenter: Geovanni J. Denis, Esq., Associate General Counsel

XI. ACTION ITEMS

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

1. Approve the Re-Adoption of 2025-26 Annual Institutional General Education Certification
Presenter: Ms. Julie Sivigny, Dean, Curriculum
2. Approve Agreement with Element 451 and the District Board of Trustees of Palm Beach State College in the Amount of \$555,847 for a Term of Three Years and Authorize the President or Designee to Execute the Agreement
Presenter: Dr. Kathleen Karran-McCoy, Associate Vice President, Enrollment and Retention
3. Approve the Bachelor of Legal Studies Program
Presenter: Jyrece McClendon, Dean of Academic Affairs, Palm Beach Gardens
4. Approve the Revised Hospitality and Tourism Management (AS), Deletion of the Food Service Management (CCC), Addition of the Event Planning (CCC), Addition of the Culinary Arts (AS) with a new Chef Apprentice (CCC)
Presenter: Kimberly Lea, Dean of Workforce Development and Education, District

B. Finance and Administration

1. Approve Bid Award RTB 2025-02TR Eissey Theatre Structural Repairs and Ramps to K.E.R. Construction LLC, in the amount of \$630,321 and Authorize the President or Designee to Execute the Contract Documents
Staff Contacts: Jennifer Alvarez, Director of Procurement and Joan Rumsey, Assistant Director of Facilities
2. Approve Contract Increase with Trane U.S., Inc. for the PBG Chilled Water Piping Replacement utilizing Omnia Partners Contract No. 3341 for HVAC Products, Installation, Labor Based Solutions and Related Products and Services in the Amount of \$2,125,600 and Authorize the President or Designee to Issue a Purchase Order
Staff Contact: Ms. Joan Rumsey, Facilities, Assistant Director, and Ms. Jennifer Alvarez, Procurement Director.

3. Approve Second Reading - Repeal of District Board of Trustees Policy 6Hx-18-4.27 - "Senior Citizens Fee Waiver"

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

C. Information Services

D. Human Resources

1. Second Reading - Approval of Amendment to District Board of Trustees Policy 6Hx-18-5.14- "Employee Benefit Plans"

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

E. Office of the General Counsel

1. Second Reading – Approval of Amendment to District Board of Trustees Policy 6Hx-18-1.24- "Public Records"

Staff Contact: Mr. Geovanni J. Denis, Esq., Associate General Counsel

2. Second Reading – Approval of the Repeal of District Board of Trustees Policy 6Hx-18-1.25 - "Public Records Retention and Disposition"

Staff Contact: Mr. Geovanni J. Denis, Esq., Associate General Counsel

XII. OTHER BUSINESS

Board Policy 6Hx-18-1.02 authorizes the President to approve routine business items and administrative appointments that would have appeared on the December Board Meeting Agenda. These items will be submitted for confirmation at the January 14, 2025, Board Meeting.

XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

A. The College will be closed for the Thanksgiving Holiday November 28-29, 2024. No classes are scheduled to begin at 5:00 pm or later the Wednesday prior to Thanksgiving Day. However, any class already in progress at 5:00 pm on that Wednesday should be completed. There are no classes scheduled for the Saturday and Sunday immediately following the Thanksgiving break.

B. The Fall 2024 Commencement will take place on Friday, December 13, 2024, at the I-Think Amphitheatre. There will be two ceremonies: 12:00 pm and 4:00 pm.

C. The College will be closed for Winter Break from December 20, 2024, through January 1, 2025. The College will reopen on January 2, 2025.

D. The next regular District Board of Trustees meeting will be held on Tuesday, January 14, 2025. on the Lake Worth Campus.

XIV. ADJOURNMENT

*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:

1. Complete comment card including your name, address, telephone number and agenda item number (if appropriate).
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.
3. When your name is called, approach the podium with the microphone, and state your name and address for the record.
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.