



# PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

MINUTES • SEPTEMBER 24, 2024

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 students' lives.*

## Attendance

### Present:

Members: Chair Jon Harrison, Vice-Chair Daniel Z. Epstein, Trustee Pat Bishop, Trustee Melissa Friedman-Levine, Student Trustee Ryan Steeghs

## 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 4:04 p.m. on Tuesday, September 24, 2024, by Chair Jon Harrison. Chair Harrison welcomed participants to the meeting. The Chair asked Trustee Friedman-Levine to lead in the Pledge of Allegiance.

## II. COMMENTS AND RECOGNITIONS

### A. Faculty Comment

Ms. Lauren Zatto, Professor I, Instruction Math and Science, provided an overview of ACUE, her experience with professional development and the practices she has implemented in her courses due to participating in the ACUE Certification course.

## III. AGENDA ADDITIONS/DELETIONS

NONE

## IV. APPROVAL OF BOARD MINUTES

### A. Approve the August 20, 2024 Regular Meeting Minutes

[DISTRICT BOARD OF TRUSTEES - Regular Meeting Minutes August 20, 2024.pdf](#)

### Motion:

Motion to Approve the August 20, 2024 Regular Meeting Minutes

**Approved**

## V. APPROVAL OF BOARD AGENDA

### Motion:

Motion to Approve the Board Agenda

**Approved**

- A. Abstentions by Board Members

**NONE**

- B. Public Comments

**NONE**

**VI. APPROVAL OF CONSENT AGENDA****Motion:**

Motion to Approve the Consent Agenda

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

1. Approve Contract Extension with Association of College and University Educators (ACUE) for Additional Cohorts in the amount of \$400,000 and Authorize the President or Designee to Execute Agreement Documents

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

 [Transmittal ACUE Extension MT6206.docx](#)

 [ACUE Quote September 2024.pdf](#)

 [ACUE Master Contract with Original Work Order.pdf](#)

**B. Finance and Administration**

1. Approval of Amendment No. 4 to the General, Unrestricted, Operating Fund (Fund 1) Reclassifying Budget Expenditures from Current Operating Expense to Compensation Expense for the Fiscal Year 2023-24

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

 [MT6204-Budget Amendment Request Transmittal.docx](#)

 [Budget Amendment #1 FY23-24.pdf](#)

2. Approval of Carryforward Spending Plan

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

 [MT6203 Carryforward Spending Plan Transmittal.docx](#)

 [23-24 Carryforward Spending Plan Template 08.13.24 Final.pdf](#)

 [Certification of Financials 2023-2024.pdf](#)

C. Information Services

**VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA**

NONE

**VIII. TRUSTEES' COMMITTEE REPORTS**

Trustee Friedman-Levine provided a brief recap of the 2024 Golf Tournament event that took place on Monday, October 23.

**IX. PRESIDENT'S REPORT**

A. TMRW Sports Update

Mr. Edgar Cintron, Director, Facilities, provided an overview of the enhancements taking place on the Palm Beach Gardens Campus for the SoFi Center's user experience. Mr. Kirk Stetson, Manager, Facilities, Planning and Construction, shared the enhancements to take place for the pedestrian experience on the Palm Beach Gardens Campus.

B. \$4.1M U.S. Department of Transportation and HUD Grant

Ms. Angela Harrington, Chief Communications and Public Affairs Officer, shared a media milestone of mass media coverage of the U.S. Department of Transportation and HUD Grant.

C. President's 2024-2025 Goals

The President's 2024-2025 goals were presented in the following categories: 1. Enrollment, 2. Foundation, 3. TMRW Sports Partnership, 4. Academics, 5. Community Engagement, and 6. Policy Review. The goals are attached and included as part of the minutes.

**X. INFORMATIONAL ITEMS**

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

**B. Finance and Administration**

1. District Facilities Master Projects List Dated September 4, 2024

Mr. Kirk Stetson, Manager, Facilities, Planning and Construction, provided this information as part of the Board packet. Mr. Stetson was available to answer any additional questions. Trustees had no questions or concerns.

 [TRMTL Sept MasterProj MT6201 X.B.1.docx](#)

 [District Facilities Master Projects List 9-4-2024.pdf](#)

2. Financial Analysis and Review - August 2024

Mr. James Duffie, Vice President, Finance and Administration, provided this information as part of the Board packet. Mr. Duffie was available to answer any additional questions. Trustees had no questions or concerns.

 [MT-6205 Budget Analysis August 2024 Transmittal.docx](#)

 [Budget.Analysis.August.31.2024.pdf](#)

C. Information Services

XI. ACTION ITEMS

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

B. Finance and Administration

1. Second Reading and Request for Approval to Repeal Policy 6Hx-18-4.51 Acquisition of Professional Architectural, Engineering, Landscape Architectural, or Land Surveying Service

Mr. Edgar Cintron, Director, Facilities, provided this information as part of the Board packet. Mr. Denis was available to answer to any additional questions. Trustees had no questions or concerns.

 [TRMTL Repeal 6Hx-18-4.51 Prof Services MT6199 XI.B.1.docx](#)

 [REPEAL 6Hx-18-4.51 Professional Services.pdf](#)

**Motion:**

Motion to Approve the Repeal of Board Policy 6Hx-18-4.51 Acquisition of Professional Architectural, Engineering, Landscape Architectural, or Land Surveying Service

**Approved**

2. Second Reading and Request for Approval to Repeal Policy 6Hx-18-4.52 Fees for Architects, Engineers, and Planners



Mr. Edgar Cintron, Director, Facilities, provided this information as part of the Board packet. Mr. Denis was available to answer to any additional questions. Trustees had no questions or concerns.

[!\[\]\(c3d993ca47bfe2a953c700506ce31fa0\_img.jpg\) TRMTL REPEAL Policy 6Hx-18-4.52 Fees MT6200 XI.B.2.docx](#)

[!\[\]\(d66ff64371a51729ac8c1cdaa685ba6f\_img.jpg\) REPEAL 6Hx-18-4.52 Fees for Arch, Engr, Planners.pdf](#)

**Motion:**

Motion to Approve the Repeal of Board Policy 6Hx-18-4.52 Fees for Architects, Engineers, and Planners

**Approved**

3. Review Annual Financial Report for the 2023-2024 Fiscal Year

Presenter: Mr. James Duffie, Vice President, Finance and Administration, provided an overview of the information included in the 2023-2024 Financial Report. Trustees had no questions or concerns.

[!\[\]\(d3102649f02e825ddb76dc3de0190154\_img.jpg\) MT-6202-11.B.3.docx](#)

[!\[\]\(4b7a79268f6ba26c1471d4232fffa85a\_img.jpg\) AnnualFinancialReport2023-2024.pdf](#)

**Motion:**

Motion to Approve the Annual Financial Report for the 2023-2024 Fiscal Year

**Approved**

4. Second Reading - REPEAL 6Hx-18-4.63 Liquidated Damages

Geovanni J. Denis, Esq., Associate General Counsel, provided this information as part of the Board packet. Mr. Denis was available to answer to any additional questions. Trustees had no questions or concerns.

[!\[\]\(1f56542a42e2413e44a2b2023033aa2e\_img.jpg\) Transmittal XI B 4 Repeal of DBOT Policy 4.63.docx](#)

[!\[\]\(19d44b37fb4fa155bf9d60c77a3d3cb2\_img.jpg\) Second Reading - REPEAL Liquidated Damages Policy \(6Hx-18-4.63\).pdf](#)

**Motion:**

Motion to Approve the Repeal of Board Policy 6Hx-18-4.63 Liquidated Damages

**Approved**

**C. Information Services**

1. Second Reading - Approve Amendment of Board Policy 6Hx-18-1.00:  
The District Board of Trustees

Geovanni J. Denis, Esq., Associate General Counsel, provided this information as part of the Board packet. Mr. Denis was available to answer any additional questions. Trustees had no questions or concerns.

 [Transmittal 11.E.1.docx](#)

 [Second Reading - Amendment of Board Policy 6Hx-18-1.00: The District Board of Trustees.pdf](#)

**Motion:**

Motion to Approve the Amendment of Board Policy 6Hx-18-1.00  
The District Board of Trustees

**Approved**

2. Second Reading - Approve Amendment of Board Policy 6Hx-18-1:02:  
Meeting of the District Board of Trustees

Geovanni J. Denis, Esq., Associate General Counsel, provided this information as part of the Board packet. Mr. Denis was available to answer to any additional questions. Trustees had no questions or concerns.

 [Transmittal 11.E.2.docx](#)

 [Second Reading - Amendment of Board Policy 6Hx-18-1.02 - Meetings of the District Board of Trustees.pdf](#)

**Motion:**

Motion to Approve the Amendment of Board Policy 6Hz-18-1.02  
Meeting of the District Board of Trustees

**Approved**

3. Second Reading - Approve the Repeal of Board Policy 6Hx-18-1.01:  
District Board of Trustees - Organization and Membership

Geovanni J. Denis, Esq., Associate General Counsel, provided this information as part of the Board packet. Mr. Denis was available to answer to any additional questions. Trustees had no questions or concerns.

 [Transmittal 11.E.3.docx](#)

 [Second Reading - Repeal of District Board of Trustees Organization and Membership Policy 6Hx-18-1.01.pdf](#)

**Motion:**


Motion to Approve the Repeal of Board Policy 6Hx-18-1.01 District Board of Trustees - Organization and Membership

**Approved**

- 4. Second Reading - Approve the Repeal of Board Policy 6Hx-18-1.04: District Board of Trustees -Powers, Duties, and Responsibilities of the DBOT

Geovanni J. Denis, Esq., Associate General Counsel, provided this information as part of the Board packet. Mr. Denis was available to answer to any additional questions. Trustees had no questions or concerns.

 [Transmittal 11.E.4.docx](#)

 [Second Reading - Repeal of Board Policy 6Hx-18-1.04: District Board of Trustees -Powers, Duties, and Responsibilities of the DBOT.pdf](#)

**Motion:**

Motion to Approve the Repeal of Board Policy 6Hx-18-1.04: District Board of Trustees - Powers, Duties, and Responsibilities of the District Board of Trustees

**Approved**

- 5. Second Reading - Approve Amendment of Board Policy 6Hx-18-1:041 Notice to Amend, Repeal or Adopt Board Rule

Geovanni J. Denis, Esq., Associate General Counsel, provided this information as part of the Board packet. Mr. Denis was available to answer to any additional questions. Trustees had no questions or concerns.

 [Transmittal 11.E.5.docx](#)

 [Second Reading: Amendment of Board Policy 6Hx-18-1.041 Notice to Amend, Repeal, or Adopt Board Rule.pdf](#)

**Motion:**

Motion to Approve the Amendment of Board Policy 6Hz-18-1.041  
Notice to Amend, Repeal or Adopt Board Rule  
**Approved**

**XII. OTHER BUSINESS**

- A. Board of Trustees Committee Appointments

Chair Harrison requested this item to be moved to the October Board Meeting.

**XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

- A. The College will be closed for Development Day on Tuesday, October 8, 2024.
- B. The next District Board of Trustees meeting is scheduled for Tuesday, October 15, 2024, on the Lake Worth Campus.

**XIV. ADJOURNMENT**


Chair Harrison called for a motion to adjourn the meeting at 5:26 PM.

**Motion:**

Motion to Adjourn the Meeting

**Approved**

ATTEST:   
\_\_\_\_\_  
Jon Harrison, Chairperson

  
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Ava L. Parker, J.D., President