

**MINUTES: January 26, 2022**

**MEETING: Daytona State College  
District Board of Trustees**

**PLACE: Daytona State College's  
Daytona Beach Campus  
Wetherell Center (Bldg. 100), Room 402L  
1200 W. International Speedway Blvd.  
Daytona Beach, Florida**

**PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President  
Dr. Randall Howard, Chair  
Betty Holness, Vice Chair  
Bob Davis  
Sarah Dougherty  
Randy Dye  
Lloyd Freckleton  
Robert Lloyd  
Garry Lubi**

**Board Workshop began 1:00 p.m.**

Patrick Rauch and Lyndia Mesidor of Schenkel Shultz Architecture gave a presentation on the Deltona Building 2 project which included the design schedule, site plan, floor plans, renderings, interior concept, circulation concepts, and proposed materials. Discussed the addition of a covered walkway between the buildings.

**Board Meeting began 2:00 p.m.**

*Distributed via email 1/25/22 @ 1:11 p.m. Revised Agenda (Page 2). Made an official part of the minutes as Supplemental A: 1/26/22. Revised Human Resources memorandums (Pages 131-132, 134-135). Made an official part of the minutes as Supplemental B: 1/26/22. New Item: Approval of Daytona Commons Project (Pages 163a-163d). Made an official part of the minutes as Supplemental C: 1/26/22.*

**I. CALL TO ORDER**

Dr. Howard called the meeting to order at 2:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

Conducted the Pledge of Allegiance.

**III. ROLL CALL**

All trustees were present.

**IV. PUBLIC PARTICIPATION**

Dr. Howard inquired if there were any members from the public that requested time to appear before the Board. No requests were received.

## **V. CONSENT AGENDA**

- A. Approval of 11/10/21 Board Meeting Minutes
- B. Approval of Agreements
- C. Approval of Agreements - Affiliation
- D. Approval of Budget Amendments
- E. Approval of Deletion of Inventory Items
- F. Approval of Grant Application
- G. Approval of Human Resource Recommendations

Dr. Howard explained the Ever Seal, LLC Agreement is being pulled from Item V. B. Agreements.

**MOTION:** (Freckleton/Lubi) The District Board of Trustees approve the remainder of the Consent Agenda. Motion carried unanimously.

## **VI. TIME RESERVED/PRESIDENT**

### **A. Recognitions**

Dr. LoBasso highlighted the accomplishments of the Women's Basketball team and introduced Coach Tron Griffin, Assistant Coach Sherranda Reddit and athlete Shayla Bouie. Dr. LoBasso highlighted the accomplishments of the Men's & Women's Cross-Country teams and introduced Coach Judy Wilson, athletes Harleigh Crist and Richard LeBron.

Dr. LoBasso recognized and congratulated the College's recent doctoral graduates: Dr. Elizabeth Barnes, Dr. John Brady, Dr. Michelle Goldys, Dr. Cheryl Kohen, Dr. Jessica Lipsey and Dr. Kristen Strickhouser.

### **B. President's Update**

Dr. LoBasso shared the College has been recognized for the 10<sup>th</sup> straight year in U.S. News & World Report's annual rankings for Online Bachelor Degree Programs, and is the highest ranked public state college in Florida. The College was also identified for Best Online Bachelor's Programs for Veterans. He shared the College was chosen to receive the J. Hyatt Brown Enterprise Award from the Daytona Beach Chamber of Commerce and will be recognized at an upcoming event. He shared the College has made the first round in the selection process for the Aspen Prize for Community College Excellence. In round two the College's leadership team will be interviewed and then over the next few months, the list will be narrowed down from 150 semifinalists to 10 finalist institutions. Dr. LoBasso shared Madison Miller was selected as Volusia County School's Teacher of the Year and is a graduate of Daytona State's B.S. in Education program. He shared he visited Tallahassee and met with legislators to promote the College's legislative funding priorities.

**C. Approval of Donation to DSC Foundation**

Dr. LoBasso presented the donation of artwork for approval.

**MOTION:** (Freckleton/Lloyd) The District Board of Trustees permit the use of College property by the Foundation to store the photography collection as part of the permanent collection of the Southeast Museum of Photography. Motion carried unanimously.

**D. Approval of Land Purchase**

Dr. LoBasso shared this parcel of land is in the area adjacent to the campus and following the direction of the Board will try to acquire property in this area as it becomes available.

**MOTION:** (Dye/Freckleton) The District Board of Trustees approve the purchase of property located at 1120 Milligan Avenue, Daytona Beach, Florida, for \$72,500, plus closing costs not to exceed \$7,500, and authorize the College to execute any and all documents for closing. Motion carried unanimously.

**VII. FACILITIES**

**A. Approval of HEERF HVAC Project Funding**

Mr. Wainwright explained the College continues to utilize HEERF funding to upgrade existing indoor air quality to assist in suppressing the Coronavirus.

**MOTION:** (Freckleton/Holness) The District Board of Trustees approve the HVAC upgrade work outlined below using HEERF funding in the amount of \$918,921.70. Motion carried unanimously.

- PureAir Control Service Inc. – Daytona Bldg. 100 Air Handler Cleaning & Air Conveyance System Cleaning - 6 AHUs - \$234,833
- PureAir Control Service Inc. – News Journal Center – New Life Air Handler Restoration – 3 AHUs - \$14,097
- PureAir Control Service Inc. – News Journal Center – HVAC Environmental Cleaning - 8 AHUs - \$275,776
- Johnson Controls – DeLand Controls Upgrade - \$304,275
- Hill York – ATC – Stainless OA Dampers - \$41,956
- Hill York – Daytona Bldg. 310 – Stainless OA Dampers - \$43,098
- National Energy Control Corp – Daytona, ATC DeLand – 25 Carbon Dioxide Sensors - \$4,875

**B. Approval of College Construction Permitting**

Mr. Wainwright reviewed and presented for approval.

**MOTION:** (Lubi/Freckleton) The District Board of Trustees authorize Christopher Wainwright, who is an employee of the College, certified under S.S. chapter 481 as a registered Architect AR94493, and is additionally in the process of certification as a Chief Building Official, to provide plan review services and issue permits for the College as permitted by S.S. 1013.28(2)(b). Motion carried unanimously.

**C. Approval of Construction Management at Risk Services – DeLand Campus Indoor Firing Range**

Mr. Wainwright reviewed and presented for approval.

**MOTION:** (Dye/Freckleton) The District Board of Trustees approve the below ranking for the DeLand Campus Indoor Firing Range project and direct staff to move forward to negotiate the fee and enter into a contract pursuant to the provisions of Florida Statute 287.055, and subsequently submit the contract, including the negotiated fee, to the Board for approval at a future meeting. Motion carried unanimously.

<u>Firm</u>	<u>Ranking</u>
Charles Perry Partners, Inc.	1 <sup>st</sup>
H.J. High Construction Co.	2 <sup>nd</sup>
W & J Construction Corp.	3 <sup>rd</sup>

**D. Approval Daytona Campus Commons Project**

Mr. Wainwright reviewed and presented for approval.

**MOTION:** (Holness/Freckleton) The District Board of Trustees approve the selection of the lowest low bidder, Charles Perry Partners, Inc., and authorize the President to enter into an agreement in the amount of \$381,632, with a 15% project contingency. Motion carried unanimously.

**VIII. FINANCE**

**A. Executive and Financial Summary Report as of 12/31/21**

Mr. Martin Cass, Vice President for Finance, presented the financial report for the period ending December 31, 2021. Information reviewed included Fund 1 Operating Revenue and Expenses, Carry Forward Funds, Comparison of Actual Revenue Received to Budgeted, Three-Year Analysis of Tuition and Fees, Comparison of Actual Expenses to Budgeted Costs, Major Capital Projects Funding, Recap of Major Project Funding, and Summary of Major Capital Projects scheduled during the fiscal year and projects completed. Discussed enrollment declines and what is being experienced by other institutions. Dr. LoBasso shared the residence hall project is on time and under budget. He shared there is

outside interest of the College hosting summer programs, which will have a housing component that will help in generating revenue.

- B. ACH/Wire Transfers/Checks Issued Greater Than/Equal to \$50,000**  
Mr. Cass presented as information.

## **IX. ACADEMIC AFFAIRS**

- A. Approval of Major Program Revisions – Nursing, A.S.**

Dr. Amy Locklear, Provost, explained two nursing courses are being combined based on student feedback and faculty discussion on the best way to deliver this curriculum.

**MOTION:** (Freckleton/Lubi) The District Board of Trustees approve the major program revisions to the Nursing, A.S. degree program, effective Fall 2022. Motion carried unanimously.

- B. Approval of Major Course Revisions – A.A., Dance Course Electives**

Dr. Locklear shared course titles have been cleaned up to streamline the program and a new introduction to dance course was created.

**MOTION:** (Lloyd/Freckleton) The District Board of Trustees approve the major course to the dance course electives within the A.A. degree program, effective Fall 2022. Motion carried unanimously.

- C. Cost of Textbooks and Instructional Materials – Spring 2022**

Dr. Locklear shared this report is done in the Fall and Spring and presented as information. The Board was appreciative of the efforts being made to keep textbooks affordable for students.

- D. General Education and Civic Literacy Competency**

Dr. Locklear explained due to legislation passed in 2021, all A.A., A.S. and baccalaureate students will now need to take either a Political Science Survey course or an American History II course and pass a Florida Civics Literacy exam in order to graduate. She also shared of changes to the general education core course options. The College has adjusted programs to meet these requirements and presented as information only.

## **X. ENROLLMENT MANAGEMENT**

- A. Approval of 2022-2023 and 2023-2024 Academic Calendars**

Dr. Erik D'Aquino, Vice President of Enrollment Management, reviewed the academic calendars and presented for approval.

**MOTION:** (Lloyd/Freckleton) The District Board of Trustees approve the 2022-2023 and 2023-2024 Academic Calendars, as presented. Motion carried unanimously.

**XI. TIME RESERVED/CONSTITUENT HEADS**

Reports were presented by Adrienne Toles-Williams, Student Government Association President; Paul Capps, Faculty Senate President; and Billie Jo Dunaway, Professional Council President. Dr. LoBasso read reports on behalf of Administrators Council and Career Employees Association.

Dr. LoBasso explained Dr. Michael Elam, former Vice President of Student Development, passed away recently and shared what a great person he was. Sending thoughts and prayers to the Elam family.

**XII. TIME RESERVED/BOARD CHAIR**

**A. Board Chair's Update**

Dr. Howard appreciated hearing the reports of the constituent presidents and what has been accomplished during the midst of a pandemic. He shared how all groups play an important role in providing a better education and life for students. He participated in the Association of Florida College's Trustees Conference, which focused on the legislative session. A fact sheet was shared on the value of the Florida College System (FCS) that can be used when speaking with the legislature. This year's focus of the FCS was Strengthen, Renew, and Reinvest. The FCS feels it is time to strengthen the college system which provides such a boost to local economies and residents across the state and asked Trustee to pick one or two priorities and let the legislature know how important these are to the local area.

**B. Board Professional Development Opportunities**

Developmental opportunities for the Board were listed in the agenda as information.

**XIII. TIME RESERVED/BOARD MEMBERS**

Comments were shared by the trustees.

**XIV. ADJOURN**

Meeting adjourned at 3:12 p.m.

February 24, 2022

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Date Approved

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Chairperson, District Board of Trustees

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Corporate Secretary, District Board of Trustees