

MINUTES: April 14, 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 Meeting began 2:00 p.m.

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 2/24/22 Board Meeting Minutes
- B. Approval of Agreements
- C. Approval of Budget Amendments
- D. Approval of Deletion of Inventory Items
- E. Approval of Donation Items – Surplus
- F. Approval of Non-Cash Donation Items
- G. Approval of Grant Applications
- H. Approval of Human Resource Recommendations

Dr. Howard asked to pull the Brown Riverfront Esplanade Foundation, Inc. agreement under Item V.B. Approval of Agreements so it may be voted on separately.

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

MOTION: (Lubi/Dye) The District Board of Trustees approve the Brown Riverfront Esplanade Foundation, Inc. agreement listed in Item V.B. Approval of Agreements. Motion carried with Dr. Howard recusing* himself.

**Dr. Howard serves on the Brown Riverfront Esplanade Foundation board. Form 8B has been completed and made an official part of the minutes as Supplemental A: 4/14/22.*

VI. TIME RESERVED/PRESIDENT

A. President's Update

Dr. LoBasso shared of meetings he had with Dr. Chris Roellke, President of Stetson University and Frank Kelleher, President of Daytona International Speedway. The Financial and Federal Audit Exit Conference was held with Dr. Howard in attendance. The College hosted Team Volusia Annual Meeting, Volusia Hispanic Chamber of Commerce Healthcare awards, and the Daytona Regional Chamber of Commerce's Eggs & Issues Annual Legislative Welcome Back. Student awards convocation returned to in-person. The Lemerand Speaker Series is scheduled for 4/20/22 with guest speakers Randy and Daniel Dye. And, the Center for Women and Men has been renamed to Falcon HOPE (Home to Opportunity, Possibility & Empowerment) Center.

B. FAME Program Overview

Dr. LoBasso introduced Dante Leon, Associate Vice President, College of Business, Engineering and Technology. Mr. Leon shared information about the Federation for Advanced Manufacturing Education (FAME) program and that this is the first chapter established in Florida and how it is instrumental to recruitment. Students are enrolled in an A.S. technical program, sponsored by local company, and progress as a cohort. Mr. Leon introduced members of the first student cohort who shared information on their studies and the companies they work for.

C. Approval of Annual Equity Report

Ms. Robin Barr, Associate Vice President of Human Resources, and Dr. Erik D'Aquino, Vice President of Enrollment Management, reviewed areas of the report which included the purpose and development of the report, employment compliance, enrollment rates, enrollment activities, retention rates, student completion rates, completion and retention initiatives, and athletics.

MOTION: (Lloyd/Freckleton) The District Board of Trustees authorize the College to submit the Annual Equity Report Update to the Florida Board of Education/Office of Equity and Access, as presented. Motion carried unanimously.

VII. FACILITIES

A. Approval of Master Site Plan Architectural Services Contract

Mr. Chris Wainwright, Associate Vice President of Facilities Planning, presented the agreement for professional design services for the Master Site Plan, which will focus on all campuses except Deltona. Deltona has already been completed.

MOTION: (Freckleton/Dye) The District Board of Trustees approve the agreement with Spiezle Architectural Group, Inc. for Master Site Plan professional design services for a proposed fee of \$407,240. Motion carried unanimously.

VIII. FINANCE

A. Executive and Financial Summary Report as of 3/31/22

Mr. Martin Cass, Vice President for Finance, presented the financial report for the period ending March 31, 2022. 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.

B. ACH/Wire Transfers/Checks Issued Greater Than/Equal to \$50,000

Mr. Cass presented as information.

VIII. INFORMATION TECHNOLOGY

A. Approval of LogRhythm SIEM Upgrade ITB # 22-014

Mr. Roberto Lombardo, Senior Vice President for Information Technology, explained this equipment will upgrade the College's Security Information Event Manager (SIEM) platform and will be funded by HEERF funds. He shared this is a powerful tool for cybersecurity and how it will monitor abnormal server behavior.

MOTION: (Freckleton/Lubi) The District Board of Trustees approve the selection of the lowest bid from Cipher Security in the amount of \$881,535 and submit the agreement to the Board for approval at the next meeting. Motion carried unanimously.

X. ACADEMIC AFFAIRS

A. NISOD Excellence Awards Presentation

Dr. Amy Locklear, Provost, shared information about the National Institute for Staff and Organization Development (NISOD) awards and recognized this year's recipients:

- Andrea Angel, Professor, School of Nursing
- Dr. John Brady, Director, Office of Planning and Professional Development; and Planning Council Co-Chair
- Karen Braley, Professor and Assistant Chair, School of Biological and Physical Sciences
- Steve Castaldi, Instructor and Assistant Chair, School of Workforce – HVAC
- Dr. Colin Chesley, Associate Vice President, School of Health and Public Services
- Patty Dyke, Coordinator, College of Business, Engineering and Technology
- Dr. Amy Ringue, Professor, School of Education
- Gina Stafford, Associate Director, Academic Affairs

XI. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Adrienne Toles-Williams, Student Government Association President; Frank Mercer for Alicia Alexander, Administrators Council President; Paul Capps, Faculty Senate President; and Billie Jo Dunaway, Professional Council President.

XII. TIME RESERVED/BOARD CHAIR

A. Board Chair's Update

Dr. Howard thanked everyone for their presentations which are always very informative. He appreciated the opportunity for the Board to review the mission statement during the retreat. He shared how the statements in the Mission (shown below) are found throughout the Board Meeting agenda. He, as well as the Board, appreciated the work of the leadership, faculty and staff of the College.

MISSION STATEMENT:

Daytona State College, a comprehensive public college, provides access to a range of flexible programs from community enrichment to the baccalaureate degree, emphasizing student success, embracing excellence and diversity, as well as fostering innovation to enhance teaching and learning.

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 3:11 p.m.