

**MINUTES: May 11, 2023**

**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  
Randy Dye  
Lloyd Freckleton  
Bob Lloyd  
Garry Lubi**

**ABSENT: Kelly Kwiatek**

**Board Workshop began 1:02 p.m.**

Dr. Erik D'Aquino, Vice President, Enrollment Management and Dr. Michelle Goldys, Dean, Academic Advising, presented information on enrollment initiatives, recruitment, retention, dual enrollment, and comparison data for the Fall semester.

**Board Meeting began 2:05 p.m.**

*Distributed via email 5/8/23 at 10:27am. Approval of President's Annual Employment Contract (Attachment 22) (Pages 331-335). Made an official part of the minutes as Supplemental A: 5/11/23.*

**I. CALL TO ORDER**

Dr. Howard called the meeting to order at 2:05 p.m.

**II. PLEDGE OF ALLEGIANCE**

Conducted the Pledge of Allegiance.

**III. ROLL CALL**

Trustee Kwiatek was absent. All other 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 received.

**V. PUBLIC HEARING – COLLEGE POLICIES**

**A. Approval of First Reading – Policy 5.08 (Revised): Contracting Authority**

Mr. Rodnie Marquinez, College Counsel, reviewed revisions that increased the signing authority of the President to not exceed Category IV threshold (\$195,000).

**MOTION:** (Lloyd/Holness) The District Board of Trustees approve the first reading of Revised Policy 5.08: Contracting Authority. Motion carried unanimously.

**VI. CONSENT AGENDA**

- A. Approval of 4/13/23 Board Retreat Meeting Minutes
- B. Approval of 4/13/23 Board Meeting Minutes
- C. Approval of Agreements
- D. Approval of Agreements - Affiliation
- E. Approval of Budget Amendments
- F. Approval of Deletion of Inventory Items
- G. Approval of Donations – Non-Cash
- H. Approval of Donations – Surplus
- I. Approval of Grant Applications
- J. Approval of Human Resource Recommendations

**MOTION:** (Lubi/Dye) The District Board of Trustees approve the consent agenda. Motion carried unanimously.

**VII. TIME RESERVED/PRESIDENT**

**A. President's Update**

Dr. LoBasso shared Mrs. Betty Holness will be ending her service on the Board this month and recognized her with a Resolution of Appreciation which was read into the minutes.

WHEREAS, Betty J. Holness has been a valued and trusted member of the Daytona State College District Board of Trustees since 2011; and WHEREAS, she has served with distinction and integrity as a trusted representative of the Board, and as Vice Chairperson since August 2019; and

WHEREAS, she has been a longtime friend and advocate of Daytona State College and the Volusia/Flagler County area, recognized for her integrity and contributions to the College, the community, and the state in general; and

WHEREAS, through her work on the District Board of Trustees, her involvement with the Association of Community College Trustees, including serving on the ACCT's Member Communications and Education

Committee; Diversity Committee; and the Diversity, Equity, and Inclusion board, she has championed access to education for everyone; and

WHEREAS, under her leadership, Daytona State College expanded opportunities for students with world-class facilities such as the Soccer Stadium, the Classroom Building at Flagler/Palm Coast Campus, the L. Gale Lemerand Student Center; and the Student Residence Hall; and

WHEREAS, she has supported the mission of the College to provide access and emphasize academic success for all students; and

WHEREAS, she has supported access to and expansion of bachelor's degrees in Engineering Technology, Nursing, Information Technology, Accounting, and Cardiopulmonary Sciences; and

WHEREAS, she has committed to safeguard the affordability of a college education in Florida, with a commitment to preserve the integrity of the state's 2+2 system; and

WHEREAS, she will forever be a lifelong friend of Daytona State College and the Florida College System.

NOW THEREFORE, BE IT RESOLVED that this Resolution of Appreciation for Betty J. Holness be read into the official minutes of the May 11, 2023 meeting of the Daytona State College District Board of Trustees and that a signed copy of this document be presented at this time.

Mrs. Holness shared her appreciation for the recognition and spoke highly of the College, its employees, and the Board.

Dr. LoBasso shared the U.S. News World Report ranked Florida #1 for higher education. The College did extremely well in receiving legislative funding for its four priorities: Law Enforcement & Emergency Services Center for the DeLand Campus received \$4,794,966; Flagler/Palm Coast Campus Amphitheater Expansion, Pedestrian and Vehicular Pathway Improvements received \$3,346,721; Modernization of Auto Collision Program at the ATC received \$550,000; and the Database Security Protections and Monitoring System received \$650,000. The Florida College System also received an appropriation from the Governor and the legislature of \$100 million. The next step will be to go to the Governor for approval. He shared the State Board of Education approved the B.S. in Cardiopulmonary Science degree that is slated to start in August once approved by SACSCOC. This will be the 13<sup>th</sup> baccalaureate degree offered at the College.

Dr. LoBasso attended the Collaboration Council meeting with Flagler County Schools, Embry-Riddle and Daytona State's athletic banquets, Foundation's Cork & Fork fundraising event, Lemerand Entrepreneurial Speaker Series, and Palm Coast Songwriters Festival. He will be attending Daytona Beach Police Department's first cohort graduation ceremony after the Board meeting.

**B. Approval of Mission and Vision Statements**

Dr. LoBasso explained in preparation for the new 2024-2027 Strategic Plan, the College's mission and vision statements were reviewed and revised with input from the various constituent groups and the Board.

*Mission Statement*

Daytona State College, founded with innovation at its core and within a culture of continuous improvement, provides open access to educational programs that transform students' lives and the communities we serve.

*Vision Statement*

Daytona State College, an outstanding leader in the Florida College System and a dynamic nationally recognized institution known for its quality, affordable and in-demand programs, seeks to be one of the top state colleges in the country. The institution will contribute to a vibrant economy, embrace a student-centered focus and aspire to provide life-changing opportunities for tomorrow's global leaders.

**MOTION:** (Freckleton/Holness) The District Board of Trustees approve both, the mission and vision statements, as presented.  
Motion carried unanimously.

**VIII. FINANCE**

**A. Executive and Financial Summary Report as of 4/30/23**

Mr. Martin Cass, Vice President of Finance, presented the financial report as of April 30, 2023. 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 for the fiscal year and expected completion date.

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

Mr. Cass presented as information.

**IX. FACILITIES**

**A. Approval of Final Completion and Final Payment News-Journal Center Roof Project**

Mr. Chris Wainwright, Associate Vice President of Facilities Planning, reviewed and presented for approval.

**MOTION:** (Lubi/Lloyd) The District Board of Trustees approve final payment for the News-Journal Center roof replacement and wall repair project in the total amount of \$100,840.56 be made to Garland/DBS, Inc. Motion carried unanimously.

**B. Approval of Final Rankings – Architectural/Design Services Deltona Campus Bldg. 1 Welding Lab**

Mr. Wainwright reviewed and presented for approval.

**MOTION:** (Holness/Lloyd) The District Board of Trustees approve the below ranking for the Deltona Campus Bldg. 1 Welding Lab project and direct staff to move forward to negotiate the fee and enter into a contract pursuant to the provisions of Florida Statue s.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>
Spiezle Architectural Group, Inc.	1
Schenkel & Shultz, Inc.	2
Rhodes + Brito Architect	3

Dr. LoBasso shared Mr. Wainwright will be leaving the College to take a position at the University of North Florida and thanked him for all the work he has done during his seven years and wished him the best.

**X. ACADEMIC AFFAIRS**

**A. Approval of Major Program/Course Revision: Broadcast Television Introduction, A.S. and A.S. Certificate**

See Item D.

**B. Approval of Major Program/Course Revision: Industrial Management Technology, A.S.**

See Item D.

**C. Approval of Major Program/Course Revision: Paramedic (Limited Access Program), A.S. Certificate**

See Item D.

**D. Approval of Major Program/Course Revision: Respiratory Care (Limited Access Program), A.S.**

Dr. Amy Locklear, Executive Vice President/Provost reviewed Items A-D and presented for approval.

**MOTION:** (Lubi/Lloyd) The District Board of Trustees approve Items X. A-D, as presented. Motion carried unanimously.

**E. Cost of Textbooks and Instructional Materials - Summer**

Dr. Locklear presented as information. The Board expressed their appreciation for keeping the prices of textbooks down.

**XI. TIME RESERVED/CONSTITUENT HEADS**

Reports were presented by Alicia Alexander, Administrators Council President; Gina Clark, Incoming Professional Council President; and Paul Capps, Faculty Senate President.

**XII. TIME RESERVED/BOARD CHAIR**

**A. Election of Interim Vice Chair**

Dr. Howard explained with Mrs. Holness' term ending, a Vice Chair will need to be elected to run the June Board meeting, since he will be out of town.

**MOTION:** (Lubi/Freckleton) The District Board of Trustees nominate Mr. Bob Lloyd as the Vice Chair. Motion carried unanimously.

Dr. Howard explained the Board needed to appoint a representative to the Foundation Board of Directors.

**MOTION:** (Lubi/Freckleton) The District Board of Trustees nominate Mr. Randy Dye to serve on the DSC Foundation Board as the Board's representative. Motion carried unanimously.

**B. Approval of President's Annual Employment Contract**

Dr. Howard presented for approval and shared that the President's contract was benchmarked against other Florida State College presidents. They took into account the size of a college, and most importantly the results that have been achieved. He shared Dr. LoBasso is a great leader and always gives credit to others at the College and appreciates all he has done. He thanked Mr. Marquez for his work on the contract.

**MOTION:** (Freckleton/Holness) The District Board of Trustees approve the President's Annual Employment Contract, as presented. Motion carried unanimously.

**C. Approval of Daytona State College 2023/2024 District Board of Trustees Meeting Schedule**

Dr. Howard presented for approval.

**MOTION:** (Lloyd/Freckleton) The District Board of Trustees approve the Daytona State College District Board of Trustees meeting schedule for 2023/2024. Motion carried unanimously.

**D. Board Chair's Update**

Dr. Howard spoke about Mrs. Holness and shared the one thing that he will always remember in addition to her focus on the mission is that her heart is with the students and the College. She recognizes that the faculty drives success and that the staff and the leadership play a role. She is loyal to the College and enjoys speaking with people about where they attended school. She did a great job representing the trustees at the Association of Community College Trustees meetings and will be missed. He looked forward to seeing her around at future events.

**E. 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 2:57 p.m.**