

MINUTES: November 9, 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
Bob Lloyd, Vice Chair
Randy Dye
Lloyd Freckleton
Kelly Kwiatek
Garry Lubi**

Board Workshop began 1:00 p.m.

The workshop consisted of a tour of the athletic facilities and sports fields.

Board Meeting began 2:01 p.m.

I. CALL TO ORDER

Dr. Howard called the meeting to order at 2:01 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 received.

V. CONSENT AGENDA

- A. Approval of 9/21/23 Board Meeting Minutes
- B. Approval of Agreement
- C. Approval of Agreements - Affiliation
- D. Approval of Budget Amendments
- E. Approval of Deletion of Inventory Items
- F. Approval of Donation Items – Non-Cash
- G. Approval of Grant Applications
- H. Approval of Human Resource Recommendations

MOTION: The District Board of Trustees approve the consent agenda.
Motion carried unanimously.

VI. INFORMATION ONLY

A. Agreements

The above item does not require Board approval because these specific agreements fall below the Category IV threshold (\$195,000). Presented as information only.

VII. TIME RESERVED/PRESIDENT

A. President's Update

Dr. LoBasso shared the College had a very successful SACSCOC reaccreditation visit and how there were no findings or recommendations. Homecoming was another successful event with a lot of participation and it was good to see all the students and staff in attendance. He shared of his recent visit to Tallahassee where he met with Chairman Leek on behalf of the Florida College System (FCS) Council of Presidents to discuss FCS legislative priorities. One of the priorities was consideration for the system to go on the state health care plan. He also reviewed the College's legislative priorities while there. He met with both the Flagler County and Volusia County legislative delegations to present the College's funding priorities for the 2024 session.

The Foundation Gala was held and funds raised will go towards the second phase of the Residence Hall. A ribbon cutting event was held for the Lemerand Center for Excellence. He shared this is an after-school program for eligible elementary students and how it was established through a gift by Mr. Gale Lemerand. The Lemerand Entrepreneurial Speaker Series was held and was attended by many. Corporate executives from Metz Culinary Management (food services provider) visited and shared there may be a need to expand food services and have begun to brainstorm some ideas.

Dr. LoBasso read the recent press release ranking Daytona State as among the best in state for Nursing NCLEX (the National Council Licensure Examination) pass rates. Daytona State graduates achieved a 99.1% pass rate.

Dr. LoBasso recognized the Lead Academy which serves as the College's leadership development program and asked Rachel Dougherty, Director of Professional Development, to provide an overview of the program. Ms. Dougherty shared information about the program and asked participants to introduce themselves.

B. Approval of Naming: Jerry and Esther Krueger Wisdom in Senior Education (WISE) Program

Dr. LoBasso explained Jerry and Esther Krueger were instrumental in founding the WISE Program and presented the naming request for approval.

MOTION: (Freckleton/Lloyd) The District Board of Trustees approve the naming of the Jerry and Esther Krueger Wisdom in Senior Education (WISE) Program. Motion carried unanimously.

VIII. FACILITIES

A. Approval of Architectural/Design Services Final Rankings DeLand Campus Tactical Training Pavilion, P.T. Training Course and Driving Pad

Mr. Martin Cass, Vice President of Finance, reviewed and presented for approval.

MOTION: (Freckleton/Dye) The District Board of Trustees approve the below ranking for the DeLand Campus Tactical Training Pavilion, P.T. Training Course and Driving Pad project and direct staff to move forward to negotiate the fee and enter into a contract pursuant to the provisions of Florida Statute 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
Cape Design Engineering Co.	2

B. Approval of Architectural/Design Services Contract Flagler/Palm Coast Campus Bldg. 1 Amphitheater Improvements

Mr. Cass shared the Board approved the final ranking in September and the negotiated contract with the top ranked firm is now being brought forward for approval.

MOTION: (Lubi/Lloyd) The District Board of Trustees approve the contract for Architectural/Design Services with DLR Group, Inc. for the Flagler/Palm Coast Campus Building 1 Amphitheater Improvements Project in an amount not to exceed \$376,000. Motion carried unanimously.

C. Approval of Construction Management at Risk Services Final Rankings Flagler/Palm Coast Campus Bldg. 1 Amphitheater Improvements

Mr. Cass reviewed and presented for approval.

MOTION: (Lubi/Lloyd) The District Board of Trustees approve the below ranking for the Flagler/Palm Coast Campus Building 1 Amphitheater Improvements 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>
D.E. Scorpio Corporation.	1
Charles Perry Partners, Inc.	2

D. Approval of Architectural/Design Services Final Rankings Daytona Campus, Arts & Sciences Hall (Bldg. 330) Renovation

Mr. Cass reviewed and presented for approval. Mr. Dye commented on the low response rate and staff will research why companies did not submit a proposal.

MOTION: (Freckleton/Lloyd) The District Board of Trustees approve the below ranking for the Architectural/Design Services for the Daytona Campus Arts & Sciences Hall (Bldg. 330) Renovation project and direct the President or his designee to negotiate the fee and 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>
Houseman Architecture, LLC	1
DLR Group, Inc.	2
Spiezle Architectural Group, Inc.	3

IX. FINANCE

A. Executive and Financial Summary Report as of 10/31/23

Mr. Cass presented the financial report as of October 31, 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, and Major Capital Projects Funding. He provided a recap of Major Project Funding which includes 10 major projects with an estimated cost of \$34.4 million.

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

Mr. Cass presented as information.

C. Annual Financial Report FY 2022-2023

Mr. Cass reviewed the financial highlights of the report, the comparison of operating and nonoperating revenue, operating expenses, comparison of assets and liabilities, and year-end net position of the College. This is an information item only.

D. Approval of Tuition Exemptions and Waivers

Mr. Cass presented a summary of the exemptions and waivers report, with statutory reference, that is submitted to the State. This summary includes the summer, fall, and spring semesters for Academic Year 2022-2023. He shared findings from a five-year analysis.

MOTION: (Lloyd/Freckleton) The District Board of Trustees approve the summary report of student fee exemptions and waivers, as presented. Motion carried unanimously.

E. DSC Housing Corporation, Inc. Audited Financial Statements

Mr. Cass explained this was the first operational year the DSC Housing Corporation and was happy to report they received an unmodified opinion, and no other internal control or audit findings were identified in the auditor's report. This is an information item only.

X. ACADEMIC AFFAIRS

A. Approval of Program Closure – Optician Technology A.S.

Dr. Rigo Rincones, Vice President of Academic Affairs, explained this program has struggled with low enrollment since inception and it is being recommended for closure. Dr. LoBasso shared there was a demand to hire those in this occupation but there was not enough interest by students to enroll in the program. He also shared some companies will train their own employees. Mr. Lloyd shared programs requiring licensure could have a better success rate.

MOTION: (Freckleton/Kwiatek) The District Board of Trustees approve the program closure of the Optician Technology, A.S. program, effective Fall 2024. Motion carried unanimously.

XI. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Gael Vitalien, Student Government Association President; Enaris Inman, Administrators Council President. Dr. LoBasso read an update from Jon Pinney, Career Employees Association President. Presentations continued with Paul Capps, Faculty Senate President and Gina Clark, Professional Council President.

XII. TIME RESERVED/BOARD CHAIR

A. Board Chair's Update

Dr. Howard appreciated everyone's flexibility with the equipment malfunction and how they did a great job adjusting on the fly. He enjoyed hearing about the nursing passing rate and shared how important the quality of the degree is in education. He congratulated those in the Nursing program for their hard work. He enjoyed the workshop tour of athletics and being able to attend the Women's Volleyball championship announcement. He shared the majority of coaches they met on the tour talked more of academics than sports, which was great to see and how as a Board member he appreciated this because they are student athletes.

B. Board Professional Development Opportunities

Developmental opportunities were provided in the agenda as information.

XIII. TIME RESERVED/BOARD MEMBERS

Comments were shared by the trustees.

XIV. ADJOURN - Meeting adjourned at 3:09 p.m.