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**DISTRICT BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, MAY 15, 2018 - 6:00 P.M.
SPRING HILL CAMPUS, BOARDROOM, A-211**

MINUTES

1. GENERAL FUNCTIONS

1.1 Call to Order

The meeting was called to order by Dr. Musunuru at 6:00 p.m.

1.2 Roll Call

Roll Call was taken and indicated the following Board members present: Dr. Rao Musunuru, Chair, Ms. Robin Schneider, Vice Chair, Dr. Jeff Harrington, Mr. Al Hernandez, Mr. Ray Gadd, and Mr. Lee Maggard. Dr. Timothy Beard, College President, and Mr. Brian Koji, Esq., Allen Norton & Blue, P.A., were also present.

Absent: Ms. Marilyn Pearson-Adams, Mr. John Mitten, and Dr. David Garcia

College administrators and staff present: Dr. Stan Giannet, Dr. Melissa Harts, Mr. Brian Horn, Mr. Tony Rivas, Dr. Bill Shustowski, Mr. Imani Asukile, Ms. Lucy Miller, Dr. Amy Anderson, Dr. Donna Burdzinski, Dr. Kevin O'Farrell, Dr. Lisa Richardson, Ms. Chiquita Henderson, Dr. Ed Goolsby, Dr. Billie Gabbard, Ms. Sonia Thorn, Ms. Becky Shanafelt, Ms. Jan Scott, Mr. Jim Thigpen, Mr. Mark Tennyson and Ms. Rhonda Dodge.

College staff, faculty and students present: Mr. Kevin Curtis, Ms. Tanya Weakland, Sam Eschelman, Ms. Connie LaMarca-Frankel, Ms. Regina Mirabella, Ms. Barbara Craig, Ms. Valerie LaFrance, Ms. Ellen Soash, Ms. Caitlin Gille, Ms. Dealaney Allen, Savannah Lugo, Jose Amateco and Ryan Morris

Guests present: Ms. Wendy Beard

1.3 Pledge of Allegiance and Moment of Silence

Dr. Musunuru led in the pledge of allegiance, followed by a moment of silence.

- 1.3.1 Vision Statement and Mission Statement
Mr. Gadd read aloud the PHSC Vision Statement and Mission Statement.

1.4 Welcome to Guests

- 1.4.1 Recognition, PHSC Student Jonathan McCurnin, Florida College System Activities Association Student Government Division Student of the Month and Ahmy Arca, PHSC Advisor
Dr. Richardson recognized PHSC student, Jonathan McCurnin, who was selected as a Florida College System Activities Association (FCSAA) Student Government Division Student of the Month. He was nominated by his PHSC advisor, Ahmy Arca, who was also present for recognition.

- 1.4.2 Recognition, PHSC Student Ryan Murphy, Recipient of the NTA (National Tutoring Association) Tutor Profile in Courage Award.
Dr. Richardson recognized PHSC student, Ryan Murphy, who was selected as the recipient of the National Tutoring Association (NTA) Tutor Profile in Courage Award. He was nominated by Michael Childs, Academic Success Center Coordinator, who was also present for recognition. Dr. Richardson informed the Board that this award is given to the NTA member tutor who has faced significant cultural, socio-economic, physical, or other challenges, yet has overcome these challenges in order to not only remain as a degree-seeking student, but to serve other students at their institution.

1.5 Hearing of Citizens and Petitions

Dr. Musunuru inquired as to whether there were any hearings of citizens and petitions. Dr. Beard advised that none had been brought to his attention.

1.6 Approval

- 1.6.1 Minutes, Regular Meeting, April 17, 2018

- 1.6.2 Acceptance, Hand-Out Agenda Items

- 1.6.3 Approval, Consent Agenda Items

Vice Chair Schneider moved to approve Agenda Items 1.6.1-1.6.3. The motion was seconded by Mr. Hernandez and unanimously approved.

PERSONNEL

- *2.1 Appointment, Instructional Personnel to Part-Time Supplemental Contract, Credit and Continuing Education Courses, Term II, 2017-2018 (See Attachment)

- *2.2 Appointment, Personnel to Corrections Academy #49, 03/19/18 to 06/04/18 (See Attachment)

*2.3 Appointment, Additional Personnel to Law Enforcement Academy #104 and #106, 01/17/18 to 07/02/18

<u>Name</u>	<u>Name</u>
Wayne Mulder	Robert Pacchiarotti

*2.4 Approval, Resignation, Last Day of Employment, Managerial and Other Academic Personnel, Full-Time, Regular

<u>Name/Position</u>	<u>Pay Group</u>	<u>Effective Date</u>
Nikisha Watson Senior Instructional Design Coordinator	II	04/20/18

*2.5 Appointment, Managerial and Other Academic Personnel, Full-Time, Regular

<u>Name/Position</u>	<u>Pay Group</u>	<u>Effective Date</u>
Christine Smith Associate Dean of Academic Technology	VI	04/23/18

*2.6 Approval, Retirement/Last Day of Employment, Managerial/Technical Personnel, Full-Time, Regular

<u>Name/Position</u>	<u>Effective Date</u>
Gail Larose Financial Aid Specialist	06/28/18

*2.7 Approval, Resignation/Last Day of Employment, Managerial/Technical Personnel, Half-Time, Regular, and Grant-Funded

<u>Name/Position</u>	<u>Pay Group</u>	<u>Effective Date</u>
Kelly Ray STEM Program Specialist	III	04/26/18
Kayla Zambito Science Laboratory Coordinator/Supervisor	II	05/02/18

*2.8 Approval, Resignation/Last Day of Employment, Managerial/Technical Personnel, Full-Time, Regular

<u>Name/Position</u>	<u>Pay Group</u>	<u>Effective Date</u>
Lisa Brennan Executive Administrative Assistant to Vice President of Academic Affairs & Faculty Development/College Provost		05/10/18

*2.9 Appointment, Managerial/Technical Personnel, to Annual Contract, Part-Time, Regular

<u>Name/ Position</u>	<u>Pay Group</u>	<u>Dates From:</u>	<u>To:</u>
Edward Beckman Assistant Instructor/Coordinator Law Enforcement and Corrections	II	04/16/18	06/28/18

*2.10 Appointment, Managerial/Technical Personnel, Full-Time, Regular

<u>Name/Position</u>	<u>Pay Group</u>	<u>Effective Date</u>
Ann Coppola Reference Librarian	III	04/16/18

*2.11 Approval, Family and Medical Leave, Leave of Absence Without Pay, Managerial/Technical Personnel, Full-Time, Regular

<u>Name/ Position</u>	<u>No. of Hours</u>	<u>Date(s) From:</u>	<u>To:</u>
Anna Stoiber	167.0	03/29/18	05/10/18

*2.12 Approval, Leave of Absence Without Pay, Managerial/Technical Personnel, Full-Time, Regular

<u>Name/ Position</u>	<u>No. of Hours</u>	<u>Dates From:</u>	<u>To:</u>
Gail Larose Financial Aid Specialist	15.25	04/19/18	04/20/18

*2.13 Approval, Advisor, Terms II and III, 2017-2018, Part-Time, Temporary

<u>Name</u>	<u>No. of Hours</u>	<u>Dates From:</u>	<u>To:</u>
Eva Davis	15	04/23/18	06/28/18

*2.14 Approval, Resignation/Last Day of Employment, Supervisory/Career Confidential Employee, Full-Time Regular

<u>Name/Position</u>	<u>Pay Group</u>	<u>Effective Dates</u>
Mary Ann Branscomb Administrative Assistant I, Academic Affairs & Institutional Accreditation	V	04/30/18
Alexis Lebkey Senior Office Assistant, Admissions & Student Records	IV	04/20/18

*2.15 Approval, Supervisory/Career Confidential Employee, Full-Time, and Half-Time, Regular

<u>Name/Position</u>	<u>Pay Group</u>	<u>Effective Dates</u>
Laura Mingione Information Center Representative	V	05/07/18
Cinthya Vazquez Senior Office Assistant, Financial Aid	IV	04/23/18

*2.16 Approval, Family and Medical Leave, Leave of Absence Without Pay, Supervisory/Career Confidential Employees, Full-Time, Regular

<u>Name/ Position</u>	<u>No. of Hours</u>	<u>Dates From:</u>	<u>To:</u>
Melissa Pagliaro Senior Office Assistant, Student Affairs	370.0	04/24/18	06/26/18
Jennifer Quinn Senior Office Assistant, Arts & Sciences	350.0	04/20/18	06/20/18

*2.17 Approval, Leave of Absence Without Pay, Supervisory/Career Confidential Employees, Full-Time, Regular

<u>Name/ Position</u>	<u>No. of Hours</u>	<u>Date(s) From:</u>	<u>To:</u>
Mary Ann Branscomb Administrative Assistant I, Academic Affairs & Institutional Accreditation	160.0	04/03/18	04/30/18
Amanda Connors Senior Office Assistant, Arts & Sciences	6.75	03/26/18	03/26/18
Jennifer Quinn Senior Office Assistant, Arts & Sciences	50.0	06/21/18	06/28/18
Maria Schneider Senior Office Assistant, Admissions & Student Records	12.0	03/29/18	03/30/18

*2.18 Approval, Tutor, Term II and III, 2017-2018, Part-Time, Temporary

<u>Name</u>	<u>No. of Hours Per Week</u>	<u>Dates From:</u>	<u>To:</u>
Courtney Garvey	10	04/05/18	05/31/18
Kyle Keefer	15	04/05/18	06/28/18
Alexis Kolbrick	15	05/07/18	07/31/18
Victoria Windeler	18	05/07/18	06/18/18

*2.19 Approval, Volunteer Services

<u>Name</u>	<u>Course# or Work Location</u>	<u>Date(s)</u>
Michael Huntley	Take Stock in Children	04/18/18 04/18/19
Amanda McInnis	Mentor	04/20/18 04/20/19

ACADEMIC AFFAIRS

- *3.1 Approval, New Course Proposal, Credit
- *3.2 Approval, New Course Proposal, Technical Credit
- *3.3 Approval, Revised Courses, Credit
- *3.4 Approval, Revised Courses, Technical Credit

FACILITIES

- *4.1 Approval, Change Order #1, Skanska USA Building, Inc. (year 1 of 5), West Campus, Building M Railings Replacement
- *4.2 Approval, 2017-2018 Annual Comprehensive Safety Inspection Report, State Board of Education

FINANCIAL SERVICES

- *5.1 Approval, Warrant Register, April 2018
- *5.2 Approval, State Board of Administration (SBA) Investment Report, April 2018
- *5.3 Approval, Special Purpose Investment Account (SPIA) Report, March 2018
- *5.4 Approval, Request for Disposal/Write-Off of College Property

1.7 Public Hearing and Adoption of Board Rules/Policies

- 1.7.1 6Hx19-1.33 Sexual Assault Prevention and Response Measures
- 1.7.2 6Hx19-2.56 Educational and Workplace Harassment

Dr. Beard informed the Board that these Board Rules were lodged at the April 17 Board meeting and he would answer any questions. He stated that the Board Rules had been duly advertised and no concerns have been brought to his attention.

Mr. Gadd moved to approve Board Rule 6Hx19-1.33 and Board Rule 6Hx19-2.56. The motion was seconded by Mr. Hernandez and unanimously approved.

1.8 Lodging of Board Rules/Policies

Dr. Beard invited attention to the revised Board Rules lodged with the DBOT. He stated that these rules will be advertised and presented for approval at the Board's June meeting. Dr. Beard added that in addition to updating the legal authority, the following changes were made:

- 1.8.1 6Hx19-1.09 Legal Counsel
The proposed amendment clarifies coordination and reporting requirements for retained legal counsel.
- 1.8.2 6Hx19-1.18 District-Wide Service
The proposed amendment establishes Board policy relating to district-wide services of the College. The proposed rule amendment further describes the services the College provides to meet the educational needs and interests of the community.
- 1.8.3 6Hx19-2.46 Release of Employee Information
The proposed amendment updates the type of employee information that can be released for credit or other purposes, including reference checks.
- 1.8.4 6Hx19-2.47 Filing of "Statement of Financial Interests" Form
The proposed amendment identifies those persons within the College who must file Financial Disclosure Statements in accordance with Florida Law. The proposed amendments update titles and positions of College administrators who are in this category.
- 1.8.5 6Hx19-3.08 Technical Advisory & General Advisory Committees
The proposed amendment establishes Board policy regarding the primary duties, responsibilities, and terms for the College's technical advisory committees and general advisory committees. The proposed rule clarifies that the duties and responsibilities of technical advisory committees include reviewing the goals and objectives of the career and technical program and making recommendations for continuous improvement. The amendment further adds that the minutes of the technical advisory committee meetings and recommendations will be additionally submitted to the Dean of Nursing and Health programs, as well as Dean of Workforce Development, as appropriate.
- 1.8.6 6Hx19-3.15 Grade Reports
The proposed amendment establishes Board policy relating to grade reports for students. The proposed rule amendments change the titles of the College administrators who can authorize a recommendation to change the assignment or change of a grade when the instructor is not available. The amendments also propose a change to the title of the Vice President who must receive the written explanation in each instance.
- 1.8.7 6Hx19-5.02 Expenditures
The proposed amendment revises the policy relating to the purchase of individual memberships in professional organizations and amends the policy by adding a requirement for documentation to justify the request to be approved by budget supervisors. The

amendments further provide a change in that the President will provide a summary to the Board of Trustees to communicate warrant information and also clarifies the meaning of electronic transfer.

- 1.8.8 6Hx19-5.04 Bidding Policy
The proposed amendment revises the policy relating to bidding for purchases. The amendments change the listed items that qualify for the exceptions to the three bid solicitation requirements for purchases that exceed the amount specified in Florida Statutes for Category Three purchases. The amendment further revises the language related to waiver of solicitation requirements of bids in an emergency. The amendments to the rule bring into alignment the language in the Florida Administration Code for the Department of Education related to Procurement Requirements.
- 1.8.9 6Hx19-5.08 Refunds of Student Tuition and Fees
The proposed amendment establishes Board policy regarding refunds of student tuition and fees. The amendment simplifies the policy language regarding student refunds. Students will receive a 100% refund when official drop notification is received prior to end of college's drop/add period. It further provides the policy that student will only receive refunds under certain circumstances after the drop/add period. Exceptions to the 100% refund rule will be made in accordance with the federal rules for prorated refunds. Language is being deleted from this Board Rule that is procedural and will be promulgated in a new Internal Management Memorandum.
- 1.8.10 6Hx19-5.13 Donations of Gifts to the College
The proposed amendment establishes Board policy relating to the acceptance of gifts to the College, criteria for addition to the permanent inventory of the College and transfer to the College's Foundation. The amendment clarifies that non-cash gifts to the College are to be coordinated and subject to approval of the President. The amendment further defines what a gift to the College may be. The amendment proposes that all non-monetary gifts that are valued at or above the capital equipment threshold established by the College at the time of the gift must now have approval by the District Board of Trustees and added to the permanent inventory of the College. The proposed amendments finally provide the full name of the College Foundation.
- 1.8.11 6Hx19-5.15 Property Records
The proposed amendment establishes Board policy relating to

records of property belonging to the College. The amendments clarify the type of property that shall be marked for inventory and the authority providing the guidelines for same which is the Florida Administrative Code. The amendment also establish that the College President or designee is responsible for custody of college owned tangible personal property.

- 1.8.12 6Hx19-5.17 Disposing of College Property
The proposed amendment establishes Board policy relating to disposal of surplus College property. The proposed amendment revises the title to the rule and provides that the District Board of Trustees will now have the discretion to classify as surplus any property that is valued at or above \$1,000 that is obsolete, damaged or no longer useful. The College President will be responsible for disposal for items below \$1,000 and Financial Services will ensure records are updated reflecting disposal of property. The amendment also revises the title of the Vice President who will give notice to custodian.
- 1.8.13 6Hx19-5.25 Budget and Budget Amendments
The proposed amendment establishes Board policy regarding the operating budget and amendments. The proposed amendment changes the name of the administrative authority that authorizes this Rule to the Florida Administrative Code. Further, the amendments provide language stating that as part of the budgeting process, the College will adopt its budget for capital outlay needs for the entire fiscal year. The amended language aligns with the language in the Florida Administrative Code.
- 1.8.14 6Hx19-5.27 Bank Depositories
The proposed amendment establishes Board policy relating to the selection and use of bank depositories for College funds. The amendments align with the language in the Florida Administrative Code relating to deposits from all sources and how funds received from federal sources should be accounted for and deposited. The amendments also change the renewal options for bank depository contract terms from an option of two, one-year extensions to three, one-year extensions.
- 1.8.15 6Hx19-5.29 Use of Auxiliary Enterprise Funds and Undesignated Gifts
The proposed amendment establishes Board policy relating to the use of auxiliary enterprise funds and undesignated gifts. The amendments propose that the District Board of Trustees may authorize other uses of such funds for the benefit of the College through its rules or by special action of the Board.
- 1.8.16 6Hx19-5.34 Official College Travel
The proposed amendment establishes Board policy governing

official College travel by College authorized representatives and employees. The amendments add that reimbursements for travel may also be funded by student activities. The amendments also clarify that students may receive funds for approved travel when representing the College at functions, but will be restricted from receiving funds when the travel is deemed nonessential to fulfilling the purpose of the travel. The amendments also delete language from the rule that is procedural and is found in the College's internal operating procedure on College travel.

- 1.8.17 6Hx19-5.35 Funds for Student Activities
The proposed amendment establishes Board policy for the budgeting of student activity fees and management of student club/organization fundraising accounts. The amendments change the name of the authority authorizing this rule to the Florida Statutes and Florida Administrative Code. The amendments further clarify that the Student Activities Budget is included in the approval process for the College operating budget and all student club/organization fund raising revenues will be deposited in an account with the Financial Services office. The amendments clarify that the funds can be with drawn upon request and in accordance with approved minutes.
- 1.8.18 6Hx19-5.36 Delinquent Accounts
The proposed amendment establishes Board policy relating to the collection and write off of delinquent accounts. The amendments add that there will be no attempt to collect delinquent accounts with a balance less than \$1.00 or below the threshold as stated in the College's current collection agency contract(s). The amendments delete the language that state that accounts under \$20 will not be referred to an agency for collection.
- 1.8.19 6Hx19-5.47 Scholarship Fund
The proposed amendment establishes Board policy for transferring scholarship funds. The amendments correct the name of the scholarship fund and propose to add language stating that the annual budget for scholarship funds will be submitted to the District Board of Trustees for approval as part of the College's annual budget process.
- 1.8.20 6Hx19-6.05 Financial Aid
The proposed amendment establishes Board policy regarding Financial Aid. Currently, the rule states that students receiving financial aid must comply with Board Rule 6Hx19-6.09 Standards of Academic Success. The amendment adds that students must also comply with Board Rule 6Hx19-6.43 Financial Aid Standards for Academic Success.

- 1.8.21 6Hx19-6.08 Deferment of Fees for Veterans
The proposed amendment establishes Board policy for the deferment of fees for Veterans. The amendment updates references to U.S. Code and deletes references that are no longer applicable. The amendments further align the current U.S. Code language with our rule language wherein a veteran or other qualifying student under the applicable U.S. Code provisions is entitled to one deferment each academic year and an additional deferment each time there is a delay in the receipt of benefits. The rule amendments change “term IIIA and IIIB” to “consecutive mini-terms” as it relates to exceptions to the calendar day requirements for deferments.
- 1.8.22 6Hx19-6.20 Fund-Raising Activities
The proposed amendment establishes Board policy for fund-raising activities that are internal to the College. The amendment adds that the President or designee and the Assistant Vice President of Institutional Advancement/Executive Director of the Foundation must approve fund raising activities by the College’s students and employees for any College-related project or organization.
- 1.8.23 6Hx19-6.27 Consequences of Students’ Unmet Financial Obligations
The proposed amendment establishes Board policy regarding the consequences of students’ unmet financial obligations. The amendment adds that in addition to a student not being able to register for classes with an outstanding financial obligation, the student will also not be able to receive transcripts, diplomas, or receive financial aid until the obligation is paid in full. The rule amendments also propose that if there are multiple attempts to contact the student with no response, the outstanding obligations may be remitted to a collection agency.

1.9 Trustee Functions

- 1.9.1 Approval, PHSC Board Self Evaluation
Dr. Beard brought attention to the annual Board Self Evaluation. He noted the self-addressed stamped envelope attached and asked, if the Board approved, for each Trustee to complete the form and return it to Rhonda Dodge no later than June 7 so the results can be included in the June Board packets.
- Vice Chair Schneider moved to approve the PHSC Board Self Evaluation. The motion was seconded by Mr. Hernandez and unanimously approved.

1.9.2 Report, Nursing Pinning Ceremony, May 1, 2018 and Commencement Ceremonies, May 2, 2018, West Campus Gymnasium

Dr. Beard stated that the spring commencement ceremonies went very well. He thanked Chair Musunuru for his comments at each commencement ceremony and expressed his appreciation for the support of those Trustees who attended the events.

1.9.3 Information, Safety and Security Update for the District Board of Trustees of Pasco-Hernando State College

Mr. McCain, Director of College Safety and Security, provided a brief update on the safety and security measures put in place at the College from March through May 2018.

1.9.4 News Articles, "Health Care Leaders Honored for Education Donations", Dr. Rao Musunuru, Chair and "Brooksville's Grace World Outreach Church Passes Staff to New Pastor, Dr. David Garcia, Trustee

Dr. Beard brought attention to several news articles: "Health Care Leaders Honored for Education Donations" featuring Dr. Musunuru, published in *The Suncoast News* on April 18 and "Brooksville's Grace World Outreach Church Passes Staff to New Pastor" featuring Trustee Garcia, published in the *Tampa Bay Times*.

1.9.5 Trustee Items for Discussion

- Dr. Musunuru shared several historical scenarios with the current Trustees.
- Vice Chair Schneider shared her thoughts concerning the PHSC safety report, surveillance cameras on campus and social media responses.
- Mr. Gadd suggested that all consent items or lengthy sections be included as attachments to streamline the agenda.

1.10 President's Report

1.10.1 Information, Presidential Briefing, May 2018

Dr. Beard provided a brief overview of the Presidential Briefing for May 2018.

1.11 Legislative Update

There was no Legislative Update presented at the Board meeting.

1.12 Communications

1.12.1 Letter of Appreciation, Margarita Romo, Executive Director, Farmworkers Self-Help, Inc.

Dr. Beard invited attention to a letter of appreciation from

Margarita Romo, Executive Director, Farmworkers Self-Help, Inc., thanking PHSC for the hospitality she and her guests received while attending the Distinguished Alumni event on the West Campus.

- 1.12.2 Letter of Appreciation, Patricia Crowley, President/CEO, Greater Hernando County Chamber of Commerce
Dr. Beard noted the letter of appreciation from Patricia Crowley, President/CEO, Greater Hernando County Chamber of Commerce, thanking PHSC for sponsoring the 44th Annual Student Recognition Banquet.

APPROVAL/RATIFICATION ITEMS

2. PERSONNEL

There were no Personnel items presented for approval at the Board meeting.

3. ACADEMIC AFFAIRS

3.5 Approval, Catalog/Program Changes

Dr. Giannet briefly discussed the proposed catalog/program changes. The Board members were informed that these corrections, additions and/or changes have been submitted and approved by the College's Council on Academic Affairs. Dr. Giannet stated that the changes include: Bachelor of Science, Nursing, Effective 2020-1; Associate of Science, Emergency Medical Services, Computer Programming and Analysis, Internet Services Technology, e-Business Technology, Cyber and Information Security, and Network Systems Technology/Cybersecurity Specialization, effective 2019-1; and Technical Credit, Florida Law Enforcement Auxiliary Academy, effective 2019-1.

3.6 Approval, Overseas Study in Humanities, March 2019

Dr. Giannet advised that this request, to offer a program or course out-of-state, is the College's annual "Overseas Study in Humanities" European tour. He noted this would be the 22nd year this type of program has been offered. The nine-day trip will include visits to Rome, Florence and Milan, Italy in the spring of 2019.

3.7 Approval, Memorandum of Agreement: American Healthcare Documentation Professionals

Dr. Giannet provided a brief overview of the Memorandum of Agreement: American Healthcare Documentation.

Mr. Gadd moved to approve Agenda Items 3.5 - 3.7. The motion was seconded by Mr. Maggard and unanimously approved.

4. FACILITIES

4.3 Approval, Landowner Agreement for Access and Use of Property During Lake Maintenance Operations

Mr. Rivas reviewed the Landowner Agreement for Access and Use of Property During Lake Maintenance Operations authorizing the county to utilize a boat ramp and access road located at the end of Hunters Lake Road on the Spring Hill Campus property.

Vice Chair Schneider moved to approve the Landowner Agreement for Access and Use of Property During Lake Maintenance Operations. The motion was seconded by Mr. Hernandez and unanimously approved.

5. FINANCIAL SERVICES

5.5 Approval, Childcare Fee Schedule 2018-2019

Mr. Horn presented the proposed childcare center tuition fee schedule for the 2018-2019 academic year at the TodayCare Center at PHSC. He brought attention to the attached chart which outlines the recommended 2018-2019 tuition schedule as compared to the 2017-2018 tuition schedule, as well as tuition comparisons from other area childcare facilities.

Mr. Hernandez moved to approve the Childcare Fee Schedule 2018-2019. The motion was seconded by Vice Chair Schneider and unanimously approved.

6. STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

6.1 Ratification, Center of Excellence, Quarterly Performance and Fiscal Report

Mr. Asukile presented the Center of Excellence Quarterly Performance and Fiscal Report. He noted that 57 students were served during the reporting period of January-March 2018.

Vice Chair Schneider moved to approve the Center of Excellence, Quarterly Performance and Fiscal Report. The motion was seconded by Mr. Maggard and unanimously approved.

7. INSTITUTIONAL ADVANCEMENT/COMMUNITY RELATIONS

There were no Institutional Advancement/Community Relations items presented for approval at the Board meeting.

INFORMATION ITEMS

ACADEMIC AFFAIRS

3.8 Information, Program of Study Collaboration with Hernando Schools

- 3.9 Letter of Notification, Belle S. Wheelan, Ph.D., President, Southern Association of Colleges and Schools Commission On Colleges

FINANCIAL SERVICES

- 5.6 Review, Monthly Budget Summary
5.7 Presentation, 2018-2019 College Budget Workshop

STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

- 6.2 Report, 2017-2018 Term III (Summer) Enrollment Summary (Hand-Out)
6.3 Information, 2018 Pasco Law Enforcement Officers Memorial Service Program

INSTITUTIONAL ADVANCEMENT/COMMUNITY RELATIONS

- 7.1 Information, PHSC Foundation Investment Performance Analysis
7.2 Information, PHSC Foundation Performing Arts Center Comparative Report, 2015-2018

ANY INFORMATION ITEMS REQUESTED BY THE BOARD WERE REVIEWED AND DISCUSSED.

8. SCHEDULE OF MEETINGS – Public Notice is Hereby Given of the Following Meetings and Activities for Trustees and College President

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|---------------|---|
| May 17 | District Board of Trustees/Foundation Board Appreciation Dinner, 6:00 p.m., Southern Hills, Brooksville |
| June 12 | Regular Meeting, District Board of Trustees, 6:00 p.m., North Campus, Library/McKethan Room, Brooksville |
| July 17 | Regular Meeting, District Board of Trustees, 6:00 p.m., West Campus, Conference Room R-151, New Port Richey |
| August 6-8 | ACCT (Association of Community College Trustees) Governance Leadership Institute, Washington, DC |
| August 17 | DBOT Annual Retreat, 8:30 a.m. – 12:30 p.m., Homewood Suites, Port Richey |
| October 24-27 | ACCT (Association of Community College Trustees) Leadership Congress, New York City |

10. ADJOURNMENT

There being no further business, Dr. Musunuru declared the meeting adjourned at 7:40 p.m.

*Consent Items

Woo Sukhng

CHAIR

ATTEST:

Janet [Signature]

SECRETARY