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**DISTRICT BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, FEBRUARY 19, 2019 - 6:00 P.M.
EAST CAMPUS CONFERENCE CENTER A240/241
36727 BLANTON ROAD, DADE CITY 33523**

MINUTES

1. GENERAL FUNCTIONS

1.1 Call to Order

The meeting was called to order by Chair Schneider at 6:00 p.m.

1.2 Roll Call

Roll Call was taken and indicated the following Board members present: Ms. Robin Schneider, Chair, Mr. Al Hernandez, Vice Chair, Ms. Marilyn Pearson-Adams, Dr. Jeff Harrington, Mr. John Mitten, Dr. David Garcia and Mr. Lee Maggard. Dr. Timothy Beard, College President, and Mr. Brian Koji, Esq., Allen Norton & Blue, P.A., were also present.

Absent: Dr. Rao Musunuru and Mr. Ray Gadd

College administrators and staff present: Dr. Bob Bade, Dr. Stan Giannet, Dr. Melissa Harts, Mr. Brian Horn, Mr. Tony Rivas, Ms. Lisa Richardson, Mr. Imani Asukile, Dr. Donna Burdzinski, Dr. Amy Anderson, Dr. Kevin O'Farrell, Dr. Ed Goolsby, Ms. Chiquita Henderson, Mr. Darrell Clark, Dr. Gerene Thompson, Ms. Becky Shanafelt, Ms. Jan Scott, Ms. Sonia Thorn, Mr. David McCain, Mr. Mark Tennyson and Ms. Rhonda Dodge.

College faculty present: Ms. Phyllis Wrench, Ms. Caitlin Gille and Mr. Rene Brioso

College students present: No College students were present.

Guests present: Mr. Greg Lenners, Chair, PHSC Foundation and Capt. Bill Davis, Pasco County Sheriff's Office

1.3 Pledge of Allegiance and Moment of Silence

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

1.3.1 Vision Statement and Mission Statement
Mr. Mitten read aloud the PHSC Vision Statement and Mission Statement.

1.4 Welcome to Guests
There were no guests given special recognition.

1.5 Hearing of Citizens and Petitions
Chair Schneider 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, January 15, 2019

1.6.2 Acceptance, Hand-Out Agenda Items

1.6.3 Acceptance, Consent Agenda Items
Personnel 2.1-2.3; Academic Affairs 3.1-3.4; Facilities 4.1; Financial Services 5.1-5.5

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

1.7 Public Hearing and Adoption of Board Rules/Policies

1.7.1 6Hx19-1.34 Electronic Mail and Voice Mail Policy

Dr. Beard informed the Board that this Board Rule was lodged at the January 15 Board meeting and he would answer any questions. He stated that the Board Rule had been duly advertised and no concerns have been brought to his attention.

Ms. Pearson-Adams moved to approve Agenda Items 1.7.1 – 1.7.3. The motion was seconded by Dr. Garcia and unanimously approved.

1.8 Lodging of Board Rules/Policies
There were no Board Rules lodged at the Board meeting.

1.9 Trustee Functions

1.9.1 News Clips, “Doctor Receives Philosophical Honor” and “Gala Event to Honor Dr. Musunuru”

Dr. Beard brought attention to several news clips featuring Dr. Musunuru: “Doctor Receives Philosophical Honor” featured in the *Laker/Lutz News* on January 16; and “Gala Event to Honor Dr. Musunuru” featured in *Tampa Bay Online* on January 21.

1.9.2 Pasco Economic Development Council Annual Report, Fiscal Year 2017-2018

Dr. Beard noted the Pasco Economic Development Council Annual Report, Fiscal Year 2017-2018.

1.9.3 Greater Hernando County Chamber of Commerce Four Day Speaker Series 2019 Keys to Success

Dr. Beard brought attention to the program schedule for the Greater Hernando County Chamber of Commerce 2019 Keys to Success that will be held February 26 – March 1. He invited the Trustees to attend any of the scheduled events that may be of interest.

1.9.4 Safety and Security Report/Update for the District Board of Trustees of Pasco-Hernando State College

Mr. McCain provided a brief overview of the Safety and Security Report/Update concerning safety policies, procedures, manuals and plans.

1.9.5 Report of the Pasco-Hernando State College Safety and Security Task Force

Tony Rivas and Capt. Bill Davis, Pasco Sheriff's Office, provided a brief overview of the PHSC Safety and Security Task Force Report.

There was much discussion among Board members concerning exploration of possible tuition increases to help subsidize the presence of Deputy Sheriffs on each campus. Dr. Harrington suggested looking at the recommendations made by the Marjorie Stone Douglas High School Public Safety Commission and in addition stated the importance of numbering all College buildings so they can be easily identified from the roadways and also the air.

Dr. Garcia moved to explore and evaluate the recommendations of the Marjorie Stone Douglas High School Public Safety Commission and to present a timeline for execution of suggestions at the April 16 Board meeting. The motion was seconded by Vice Chair Hernandez and unanimously approved.

1.9.6 Trustee Items for Discussion

There were no Trustee Items for Discussion presented at the Board meeting.

1.10.1 President's Report

1.10.1 Presidential Briefing, January 2019

Dr. Beard provided a brief overview of the Presidential Briefing for January 2019 and distributed to each Board member a program agenda from the LIFE, Spirit, Wellness: Bridging Faith and Clinical Communities Summit held on February 18 at the Porter Campus.

- 1.10.2 2019 Community College Federal Legislative Priorities, AACC (American Association of Community Colleges) and ACCT (Association of Community College Trustees)
Dr. Beard provided a brief overview of the 2019 Community College Federal Legislative Priorities, AACC (American Association of Community Colleges) and ACCT (Association of Community College Trustees).
- 1.10.3 News Clips and Agenda, Hernando County Office of Public Information, "New Coat Applied to Local Church," and Martin Luther King, Jr. Celebration Program
Dr. Beard noted several news clips: Hernando County Office of Public Information announcing Dr. Beard as a new member of the aviation advisory committee, "New Coat Applied to Local Church," and a program from the Martin Luther King, Jr. Celebration in Port St. Joe.
- 1.10.4 Proposed Timeline for Annual President's Evaluation
Mr. Koji reviewed the proposed Timeline for Annual President's Evaluation with Board members. Mr. Koji informed the Board that he would be sending them last year's Annual Evaluation form for the President. He asked Board members to please send back to him by March 29 any modifications.
- 1.10.5 PHSC Media News Clips
Kevin Curtis, Digital Media Manager, presented several PHSC media news clips: Pasco-Hernando State College (PHSC) Helps Wounded Marine Veteran Get an Education and a New House; and PHSC Student Andrew Kondek, son of Fallen Tarpon Springs Officer, Participates in Law Enforcement Graduation Ceremony.
- 1.11 Legislative Update
Dr. Beard distributed a hand-out on behalf of Shawn Foster and Sam Wagoner who were in Tallahassee, concerning several updates pertaining to the Capital, Policy and Appropriations, and the Legislature.
- 1.12 Communications
 - 1.12.1 Letter of Appreciation, Sarah Naumowich, President, Morton Plant North Bay Hospital
Dr. Beard invited attention to a letter of appreciation from Sarah Naumowich, President, Morton Plant North Bay Hospital, thanking PHSC for our contribution of support for the successful application of a proposed 60-bed hospital on the northeast side of I-75 at Overpass Road in Pasco County.

APPROVAL/RATIFICATION ITEMS

2. PERSONNEL

There were no Personnel items presented at the Board meeting.

3. ACADEMIC AFFAIRS

3.5 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: Technical Credit, Corrections Basic Recruit Training for Special Operations Forces Recruits, Effective 2019-3.

Mr. Mitten moved to approve Catalog/Program Changes. The motion was seconded by Vice Chair Hernandez and unanimously approved.

4. FACILITIES

4.2 Security Cameras, Panic Buttons and Intrusion Alarms Contract

Mr. Horn and Mr. Rivas provided a brief overview of the proposed contract for the purchase of College-wide Security Cameras, Panic Buttons and Intrusion Alarms.

Dr. Garcia moved to approve the Security Cameras, Panic Buttons and Intrusion Alarms Contract. The motion was seconded by Mr. Mitten and approved. Vice Chair Hernandez voted no.

5. FINANCIAL SERVICES

5.6 Acceptance, Financial Statement Audit, Fiscal Year Ended June 30, 2018

Mr. Horn invited attention to the Financial Audit for the fiscal year ended June 30, 2018. He stated that the audit revealed that PHSC's financial statements were presented fairly and disclosed no instances of noncompliance or recommendations, in accordance with prescribed financial reporting standards.

Dr. Garcia moved to accept Financial Statement Audit, Fiscal Year Ended June 30, 2018. The motion was seconded by Ms. Pearson-Adams and unanimously approved.

6. STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

6.1 2019 Sport Camps

Dr. Bade reviewed the list of proposed 2019 Sport Camps and fees with the Board.

Ms. Pearson-Adams moved to approve 2019 Sport Camps. The motion was seconded by Dr. Garcia and unanimously approved.

6.2 Ratification, Center of Excellence Quarterly Performance and Fiscal Report, October-December 2018

Mr. Asukile presented the Center of Excellence, Quarterly Performance and Fiscal Report. He noted that 46 unduplicated students and 158 duplicated students were served during the reporting period of October-December 2018.

Mr. Mitten moved to ratify Center of Excellence Quarterly Performance and Fiscal Report, October-December 2018. The motion was seconded by Dr. Garcia and unanimously approved.

7. ALUMNI & COLLEGE RELATIONS/ FOUNDATION

7.1 Ratification, 2019 Distinguished Alumni Award

Dr. Richardson advised the Board that the Alumni Relations Committee reviewed nominations for the 2019 Distinguished Alumni Award and voted to recommend Heather Rose-Fiorentino, a 1978 graduate of PHCC.

Dr. Garcia moved to ratify 2019 Distinguished Alumni Award. The motion was seconded by Vice Chair Hernandez and unanimously approved.

7.2 Ratification, Sabbatical Leave Request for Fall 2019

Dean Thorn informed the Board that the President's Administrative Leadership Team (PALT) has approved a sabbatical leave request submitted by Dr. Linda Chamberlain, Professor, Human Services, in the amount of \$11,451 and is funded by the PHSC Foundation.

Dr. Garcia moved to ratify Sabbatical Leave Request for Fall 2019. The motion was seconded by Vice Chair Hernandez and unanimously approve.

INFORMATION ITEMS

ACADEMIC AFFAIRS

3.6 Letter of Notification, Dr. Belle S. Wheelan, President, Southern Association of Colleges and Schools Commission On Colleges

FINANCIAL SERVICES

5.7 Monthly Budget Summary

STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

6.3 Take Stock In Children Mid-Year BSC Score Report 2018-2019

6.4 2018-2019 Term II (Spring) Enrollment Summary (Hand-Out)

ALUMNI & COLLEGE RELATIONS/ FOUNDATION

7.3 PHSC Foundation Board of Directors Roster 2019

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

March 1	PHSC Foundation Heart of Gold Donor Appreciation Luncheon, 11:45 a.m., West Campus Conference Center, R-151
March 11-13	ACCT (Association of Community College Trustees) Governance Leadership Institute – Safeguarding Your College, Portland Community College, Oregon
March 11-15	Spring Break/College Closed
March 13-14	Trustees Legislative Conference, Tallahassee
April 16	District Board of Trustees Meeting, 6:00 p.m., West Campus, New Port Richey, Conference Center, R-151
April 26	PHSC Annual Fishing Tournament, 8:00 a.m. - 4:00 p.m., Catches Waterfront Grille
April 30	Nursing Pinning, 4:00 p.m., West Campus Gymnasium
May 1	Spring Commencement Ceremony, 10:30 a.m., West Campus Gymnasium followed by lunch in J-105
May 1	Spring Commencement Ceremony, 3:00 p.m., West Campus Gymnasium
May 21	District Board of Trustees Meeting, 6:00 p.m., Spring Hill Campus, Boardroom, A-211
June 18	District Board of Trustees Meeting, 6:00 p.m., North Campus, Brooksville, Library/McKethan Room
July 16	District Board of Trustees Meeting, 6:00 p.m., West Campus, New Port Richey, Conference Center, R-151

9. **ADJOURNMENT**

There being no further business, Chair Schneider declared the meeting adjourned at 7:52 p.m.



ROBIN SCHNEIDER, CHAIR

ATTEST:



DR. TIMOTHY BEARD, SECRETARY

DRAFT