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**DISTRICT BOARD OF TRUSTEES
ZOOM MEETING
TUESDAY, MAY 19, 2020 - 6:00 P.M.
JOIN ZOOM MEETING AT [HTTPS://PHSC.ZOOM.US/J/94198930362](https://phsc.zoom.us/j/94198930362)
MEETING ID: 941 9893 0362
DIAL BY YOUR LOCATION +1 646 558 8656 US (NEW YORK)**

MINUTES

1. GENERAL FUNCTIONS

1.1 Call to Order

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

1.2 Roll Call

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

Trustees Absent: Mr. Ray Gadd

College administrators and staff present: Dr. Bob Bade, Dr. Stan Giannet, Dr. Melissa Harts, Mr. Brian Horn, Dr. Lisa Richardson, Mr. Imani Asukile, Mr. Darrell Clark, Mr. Tony Rivas, Ms. Melanie Waxler, Dr. Kevin O'Farrell, Dr. Amy Anderson, Dr. Donna Burdzinski, Ms. Sonia Thorn, Dr. Marcia Austin, Dr. Billie Gabbard, Ms. Jan Scott, Ms. Lucy Miller, Ms. Becky Shanafelt, Ms. Jessica White, Mr. David McCain, Ms. Karen Swetland, Mr. Dennis Feltwell, Mr. Mike Nycz, Ms. Joyce Myers, and Ms. Rhonda Dodge.

College faculty present: Ms. Caitlin Gille and Ms. Regina Mirabella

College students present: Sara Fetter, Demetria Kondilys, Marybeth Pepi, and Michelle Sipe, A. Beckel, Lexie Reid, Christina, Dana Davis, Selina, Yelena, Jay, Garth Noble, Sonia, Abbey Linville, Ashley DeLaporte, Gabriel Beneitez, Hannah Gowell, Marianne, Rachel, Savannah, Stefanie Borreli

- 1.3 Pledge of Allegiance and Moment of Silence
Dr. Beard led in the pledge of allegiance, followed by a moment of silence.
- 1.3.1 Vision Statement and Mission Statement
Trustee Mitten read aloud the PHSC Vision Statement and Mission Statement.
- 1.4 Recognition of President's Guests
There were no guests given special recognition by the President and District Board of Trustees.
- 1.5 Hearing of Citizens and Petitions
Dr. Beard informed the Board there were several citizens who would like to make public comments regarding Agenda Item 3.3: 2020-2021 Academic Calendar Recommendation and Agenda Item 3.9: Letter of Notification, Commission On Collegiate Nursing Education (CCNE). He stated that Chair Hernandez would allow three minutes for each speaker.
- Citizen Speakers: Ashely DeLaporte and Lexie Reid
- 1.6 Approval
- 1.6.1 Minutes, Regular Meeting, April 21, 2020
- 1.6.2 Acceptance, Hand-Out Agenda Items
- 1.6.3 Acceptance, Consent Agenda Items
Personnel 2.1-2.3; Academic Affairs 3.1-3.2; Facilities 4.1; and Financial Services 5.1-5.4
- Vice Chair Pearson-Adams moved to approve Agenda Items 1.6.1 - 1.6.3. The motion was seconded by Dr. Harrington and unanimously approved.
- 1.7 Public Hearing and Adoption of Board Rules/Policies
- 1.7.1 6HX19-5.15 Property Records
- 1.7.2 6HX19-5.17 Disposing of College Property
- Dr. Beard informed the Board that these Board Rules were lodged at the April 21 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.
- Dr. Garcia moved to approve Agenda Items 1.7.1 and 1.7.2. The motion was seconded by Mr. Mitten 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 Approval, PHSC 2019-2020 Board Self Evaluation
Dr. Beard brought attention to the annual Board Self Evaluation. He advised, if the Board approved the evaluation, each Trustee to complete the form, scan and or fax, and return to Rhonda Dodge no later than June 5 so the results can be included in the June Board packet.

Dr. Garcia moved to approve the PHSC 2019-2020 Board Self Evaluation. The motion was seconded by Vice Chair Pearson-Adams and unanimously approved.
 - 1.9.2 Report, 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 of College safety policies, procedures, manuals and plans.
 - 1.9.3 Trustee Items for Discussion
There were no Trustee Items for Discussion presented at the DBOT meeting.
- 1.10.1 President's Report
 - 1.10.1 Presidential Briefing, May 2020
Dr. Beard provided a brief overview of the Presidential Briefing for May 2020.
 - 1.10.2 PHSC Virtual Town Hall Flyer
Dr. Beard noted the PHSC Virtual Town Hall Flyers advertising the May 5 town hall to address faculty and staff concerns and the May 7 town hall to address student concerns.
- 1.11 Legislative Update
Mr. Sam Wagner, Government Relations Consultant, provided a verbal update on the current legislative activities in Tallahassee.
- 1.12 Communications
There were no Communications items presented at the Board meeting.

APPROVAL/RATIFICATION ITEMS

2. PERSONNEL

There were no Personnel items presented at the Board meeting.

3. ACADEMIC AFFAIRS

3.3 2020-2021 Academic Calendar Recommendation

Dr. Giannet reviewed the 2020-2021 Academic Calendar Recommendation.

3.4 Articulation Agreement Between Hernando County School District and PHSC

The Articulation Agreement Between Hernando County School District and PHSC was tabled and will be presented at the June DBOT meeting for review and approval.

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: Readmission Policy for Limited Access Health Programs; Associate in Science, Aviation Administration, Deletion; Marketing Management; Office Administration; Accounting Technology; E-business Technology; and Network Systems Technology; College Credit Certificate, E-business Technical, Deletion; E-business Software, Deletion; E-business Ventures, Deletion; and E-business Technology, Deletion; Technical Credit Certificates; Phlebotomy Technician; Surgical Technology; and Practical Nursing (PRN). All catalog and program changes are effective 2021-1.

Dr. Musunuru moved to approve Agenda Items 3.3 and 3.5. The motion was seconded by Dr. Harrington and approved.

3.6 Proposed Fee Changes

Dr. Giannet brought attention to the listing of new proposed fee recommendations. He informed the Board that the College must publicly notice and notify all enrolled students of tuition or fee increase proposals at least 28 days prior to Board consideration as required by Florida Statute.

Dr. Musunuru moved to approve Proposed Fee Changes. The motion was seconded by Mr. Mitten and unanimously approved.

3.7 2020-2021 Catalog and Student Handbook

Dean Thorn informed the Board that based on Board Rule 6Hx19-8.0, College Catalog, the College is required to maintain a catalog of all Board-approved academic programs, fees, and policies. She stated that the Academic Affairs Office updates the *Catalog and Student Handbook* monthly so current and prospective students have an updated, comprehensive reference throughout the year.

Dr. Musunuru moved to approve the 2020-2021 Catalog and Student Handbook. The motion was seconded by Dr. Garcia and unanimously approved.

4. FACILITIES

There were no Facilities items presented at the Board meeting.

5. FINANCIAL SERVICES

There were no Financial Services items presented at the Board meeting.

6. STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

6.1 Center of Excellence, Quarterly Performance and Fiscal Report

Mr. Asukile presented the Center of Excellence Quarterly Performance and Fiscal Report. He noted that 70 Unduplicated and 315 Duplicated students were served during the reporting period of January-March 2020.

Dr. Musunuru moved to ratify Center of Excellence, Quarterly Performance and Fiscal Report. The motion was seconded by Dr. Garcia and unanimously approved.

7. ALUMNI & COLLEGE RELATIONS/ FOUNDATION

There were no Alumni & College Relations/Foundation items presented at the Board meeting.

INFORMATION ITEMS

ACADEMIC AFFAIRS

3.8 Letter of Notification, Florida Child Care Professional Credential (FCCPC)

3.9 Letter of Notification, Commission On Collegiate Nursing Education (CCNE)

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

FACILITIES

FINANCIAL SERVICES

5.5 Monthly Budget Summary

5.6 Child Care Operational Budget Summary

5.7 Presentation, 2020-2021 College Budget Workshop

STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

6.2 2019-2020 Term III (Summer) Enrollment Summary (Verbal Report)

ALUMNI & COLLEGE RELATIONS/ FOUNDATION

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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|---------|---|
| June 16 | District Board of Trustees Meeting, 6:00 p.m., North Campus, Brooksville, Library/McKethan Room |
| July 21 | 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 Hernandez declared the meeting adjourned at 8:00 p.m.

*Consent Item



AL HERNANDEZ, CHAIR

ATTEST:



DR. TIMOTHY BEARD, SECRETARY