

MINUTES: August 20, 2026

MEETING: Daytona State College
District Board of Trustees

PLACE: Daytona State College's
Advanced Technology College
Room 109
1770 Technology Blvd.
Daytona Beach, Florida

PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President
Dr. Randall Howard, Chair
Bob Lloyd, Vice Chair
Robbie Coleman
Randy Dye
Kelly Kwiatek
Nellie Lupoli

ABSENT: Garry Lubi

Board Workshop began at 1:00 p.m.

The workshop consisted of a tour of the Advanced Technology College.

Board Meeting began at 2:00 p.m.

Distributed via email 8/19/26 @ 2:03pm. Revised Agreements cover sheet (page 24). Made an official part of the minutes as Supplemental A: 8/20/26. Addendum A Terms & Conditions (pages 51a-51b). Made an official part of the minutes as Supplemental B: 8/20/26. Revised Grant memorandums (pages 62, 68, 70). Made an official part of the minutes as Supplemental C: 8/20/26. Distributed via email 8/19/26 @ 6:28pm. Revised Aircraft Airframe & Power Plant Mechanic GMP memorandum. (pages 91-93). Made an official part of the minutes as Supplemental D: 8/20/26.

I. CALL TO ORDER

Dr. Howard called the meeting to order at 2:00 p.m.

II. PLEDGE OF ALLEGIANCE

Conducted the Pledge of Allegiance.

III. ROLL CALL

Trustee Lubi 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. ELECTION OF OFFICERS

A. Election of Officers

Dr. Howard turned the meeting over to Dr. LoBasso to conduct the election of the Chair.

MOTION: (Lupoli/Dye) That the District Board of Trustees re-elect Dr. Randy Howard as Chair. Motion carried unanimously.

Dr. LoBasso turned the meeting back over to Dr. Howard to conduct the election of the Vice Chair.

MOTION: (Kwiatek/Coleman) That the District Board of Trustees re-elect Mr. Bob Lloyd as Vice Chair. Motion carried unanimously.

VI. PUBLIC HEARING - COLLEGE POLICY

A. Approval of First Reading – Policy 7.05 (Revised): Admission of Students Mr. Rodnie Marquez, General Counsel reviewed the policy revisions that include language defined in Florida Statute 1001.03.

MOTION: (Lloyd/Kwiatek) That the District Board of Trustees approve the first reading of Policy 7.05 as presented. Motion carried unanimously.

VII. CONSENT AGENDA

- A. Approval of 6/23/26 Board Meeting Minutes
- B. Approval of 7/30/26 Special Board Meeting Minutes
- C. Approval of Agreements
- D. Approval of Agreements - Affiliation
- E. Approval of Budget Amendments
- F. Approval of Donations – Non-Cash
- G. Approval of Grant Applications
- H. Approval of Human Resource Recommendations
- I. Approval of Out of Country Travel - Netherlands

Mr. Coleman asked to pull the Westberry & Tresher Family Dentistry affiliation agreement from Item VII.D. so it can be voted on separately.

MOTION: The District Board of Trustees approve item VII. D Approval of Agreements – Affiliation. Motion carried with Mr. Coleman recusing* himself.

MOTION: The District Board of Trustees approved the remainder of the Consent Agenda. Motion carried unanimously.

**Mr. Coleman is related to the owner of Westberry & Tresher Family Dentistry. Form 8B has been completed and made an official part of the minutes as Supplemental E: 8/20/26.*

VIII. 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.

b. Surplus Donations

The above item is reported to the Board as information only.

IX. TIME RESERVED/PRESIDENT

a. President's Update

Dr. LoBasso shared the College has had a busy summer and thanked the Board for attending the special board meeting in July to approve the land lease with the County of Volusia. The College will now begin preparing for the construction of the Airframe & Power Plant facility. He shared Fall Planning began this week and held a Welcome Back event for faculty and staff to kick off the semester and met with some of the new faculty at their orientation session. He attended some of the athletic exhibition matches and stated that Women's Volleyball will be the ones to watch this year. He also explained both Men and Women's Soccer are going to be pretty competitive.

Dr. LoBasso shared a story of a young lady he met from Brazil who picked Daytona State because during her research the College was listed in the top five for their Nursing program. He gave kudos to the Nursing program for doing such a good job and having the College's reputation transcend across the globe.

Trustee Dye recognized Mr. Cass and the Finance team for their work and had a trophy created just for this occasion. The title on the trophy read "National Championship Bean Counting, presented to Daytona State College Department of Finance and Accounting." Mr. Cass appreciated the recognition and will share with his team.

X. FINANCE

a. Financial Update

Mr. Marty Cass, Vice President of Finance, explained there is not a full financial report in the month of August because staff are still working to close out the prior fiscal year. He explained this time of year there are multiple audits underway and the Foundation Audit was just completed with an unmodified opinion and recognized the Foundation and Finance staff for their hard work. The DSC Housing Corporation audit will be wrapped up in a few days. The Annual Financial Report deadline has been extended, and the team is working to finalize this report and submit.

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

Mr. Cass presented as information.

XI. FACILITIES

A. Approval of Aircraft Airframe & Power Plant Mechanics Building Construction GMP

Mr. Allen Masters, Associate Vice President of Facilities Planning, reviewed and presented for approval.

MOTION: (Dye/Lloyd) The District Board of Trustees approve the Guaranteed Maximum Price (GMP) for site construction of the Aircraft Airframe and Power Plant Mechanics Building to Barton Malow Builders in the amount of \$2,426,037 and a total project budget authorization of \$2,800,000 being funded by the appropriated state PECO funds and authorize the College to proceed with the sitework construction. Motion carried unanimously.

XII. ACADEMIC AFFAIRS

A. Approval of 2027-28 General Education Curriculum

Dr. Jodi Long, Vice President of Academic Affairs, explained the general education courses are reviewed annually and reviewed changes that were made and presented to the Board for approval.

MOTION: (Lloyd/Lupoli) The District Board of Trustees approve the 2027-28 General Education course list for Associate in Arts (A.A.), Associate in Science (A.S.), and baccalaureate programs, effective Fall 2027. Motion carried unanimously.

B. Approval of Course Deletions

Dr. Long explained this is also an annual review and if a course has not been taught for five years they would be deleted from the course catalog.

MOTION: (Lupoli/Kwiatek) The District Board of Trustees approve the course deletions, as presented, effective for the 2026-2027 academic year. Motion carried unanimously.

C. Cost of Textbooks and Instructional Materials Fall 2025, Spring 2026, Summer 2026

Dr. Long explained this is an information only item for the Board's review. The report provides textbooks used in general education courses and the costs. Dr. LoBasso shared Trustee Lubi would like to look back over the last five years to see how overall prices are trending.

D. Specialized A.A. Transfer Degree Update: Biomedical Sciences and Biology Specialized A.A. Transfer Degrees

Dr. Long explained this is an information item and was an update to the previously approved curriculum changes to the A.A. program. She stated the program was previously limited to classification of instruction and has now been separated into two pathways that will assist students in transferring to UCF and other universities in the future.

XIII. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Antonio Valley, SGA President; Rachael Dougherty, Administrators Council President; April Brunning, Co-Chair for Career and Professional Employee (CAPE) Council and Dr. Karen Braley, Faculty Senate President.

XIV. TIME RESERVED/BOARD CHAIR

A. Approval of Amendment to President's Employment Contract

Dr. Howard presented for approval.

MOTION: (Howard/Dye) The District Board of Trustees approve amendment to the President's Employment Contract.
Motion carried unanimously.

B. Board Chair's Update

Dr. Howard thanked those involved in the tour and stated some of the things the trustees saw today resonated with the College's mission statement and that open access to educational programs transforms student lives. He commented that careers that are in demand constantly need people trained. He stated those showcasing their programs during the tour took pride in what they do and are excited to see when their students succeed.

He shared his fellow board members serve on a lot of boards and how great this board is and what an honor it was to be working with each of them. He shared they each had amazing backgrounds and expertise and looked forward to another great year working as a cohesive board.

Dr. Howard shared that with so much negativity in the media, it's always important to remind yourself that in the state of Florida higher education is number one and has been for several years. He believes Daytona State is at the top of that list.

He shared Trustee Lubi would be proud of their discussion on the cost of textbooks and how seriously they take this because of its impact on affordability for students.

C. Board Professional Development Opportunities

Developmental opportunities were provided in the agenda as information.

XV. TIME RESERVED/BOARD MEMBERS

Comments were shared by each of the trustees.

XVI. ADJOURN

Meeting adjourned at 2:42 p.m.