

MINUTES: January 21, 2021

MEETING: Daytona State College
District Board of Trustees

PLACE: Daytona State College's
News-Journal Center
Davidson Theater
221 N. Beach Street
Daytona Beach, Florida

PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President
Dr. Randall Howard, Chair
Mrs. Betty Holness, Vice Chair
Mr. Bob Davis
Mrs. Sarah Dougherty (telephonically)
Mr. Randy Dye
Mr. Lloyd Freckleton
Mr. Robert Lloyd
Mr. Garry Lubi

ABSENT: Mrs. Mary Ann Haas

Board Workshop began 2:01 p.m.

Dr. LoBasso introduced Dr. Amy Locklear, Provost, and Dr. Karla Moore, Dean of Institutional Effectiveness, who provided an overview of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) accreditation process which occurs every 10 years, which is scheduled for 2023. The overview included the timeline, members of the Steering Committee, new accreditation standards, and the timeline review of College policies that will be presented to the Board in sections. Discussed the self-evaluation of the Board and the key elements of the evaluation. The self-evaluation will be scheduled in April.

Board Meeting began 2:45 p.m.

Distributed via email 1/19/21 at 6:14pm: Approval of Daytona Campus, Parking Lots A, B, C Contract (Pages 53-53w). Made an official part of the minutes as Supplemental A: 1/21/21. Distributed via email 1/20/21 at 5:14pm: Revised Human Resources memorandums (Pages 47-49). Made an official part of the minutes as Supplemental B: 1/21/21. Approval of Daytona Campus Parking Lots A, B, C Contracts (53d, 53h, 53ww). Made an official part of the minutes as Supplemental C: 1/21/21.

I. CALL TO ORDER

Dr. Howard called the meeting to order at 2:45 p.m.

II. PLEDGE OF ALLEGIANCE

Conducted the Pledge of Allegiance.

III. ROLL CALL

Mrs. Haas was absent. Mrs. Dougherty joined telephonically, and 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 were received.

V. CONSENT AGENDA

- A. Approval of 11/12/20 Board Meeting Minutes
- B. Approval of 12/16/20 Special Board Meeting Minutes
- C. Approval of Agreements
- D. Approval of Agreements - Affiliation
- E. Approval of Budget Amendments
- F. Approval of Deletion of Inventory Items
- G. Approval of Donations – Surplus
- H. Approval of Grant Applications
- I. Approval of Human Resource Recommendations
- J. Approval of Out of District Field Trip Request

MOTION: (Lubi/Holness) The District Board of Trustees approve the Consent Agenda. Motion carried unanimously.

VI. TIME RESERVED/PRESIDENT

A. President's Update

Dr. LoBasso welcomed everyone and hopes 2021 will be better than 2020. He continues to be active in engaging with the diversity and inclusion group on initiatives at the College. One initiative is the re-dedication of the J. Griffen Greene Center, which will occur during Black History Month on 2/18/21. He attended the Volusia County Legislative Delegation meeting and presented the College's legislative priorities for 2021. He stated the College hosted the State Board of Education Meeting and he presented information about the College that was well received. He thanked the Board for attending the Forough B. Hosseini Hall Dedication event. He shared information about the Community College Survey of Student Engagement (CCSSE) and a couple of results which he felt were a testament to the faculty, staff and the Board. Results showed 93% of students would recommend DSC to a friends or family and 87% had a good or excellent educational experience. Dr. LoBasso has been attending, either virtually or in-person, academic department meetings to answer any questions they might have since many do not see others outside of their areas. He shared how difficult it is to have music and drama during a pandemic and how the College was able to put together a Gift to the Commuting video. The video is posted on YouTube for the

community to enjoy and shared a brief portion of the video during the meeting.

VII. FACILITIES

A. Approval of Final Completion/Final Payment – Building 130 Remodel
Mr. Chris Wainwright, Associate Vice President of Facilities Planning, reviewed and presented for approval.

MOTION: (Freckleton/Dye) The District Board of Trustees approve the final payment and release of retainage for Building 130 Remodel in the amount of \$389,474.29 W & J Construction Corp. Motion carried unanimously.

B. Approval of Daytona Campus, Parking Lots A, B, C Contract
Mr. Wainwright reviewed and presented for approval.

MOTION: (Lloyd/Holness) The District Board of Trustees approve the below ranking and contract in the amount of \$1,021,000 to T & G Corporation, plus the addition of contingency of \$40,000 to the budget pursuant to the provisions of Florida Statute 287.055. Motion carried unanimously.

Albu & Associates	Winter Park	FL
Axios Construction	Casselberry	FL
Full Time Construction	Palm Coast	FL
Ovation Construction	Oviedo	FL
Perry-McCall Construction	Daytona Beach	FL
T & G Corporation	Orlando	FL
Welbro Building Corporation	Maitland	FL
Wharton-Smith Inc.	Sanford	FL

C. Approval of News-Journal Center Carpet Purchase
Mr. Wainwright reviewed and presented for approval.

MOTION: (Lloyd/Dye) The District Board of Trustees approve the purchase from Spectra Contact Flooring for \$383,461.94 for the News-Journal Center. The insurance proceeds will supplement this cost with \$112,799.52. Motion carried unanimously.

XIII. FINANCE

A. Executive and Financial Summary Reports as of 12/31/20
Mr. Martin Cass, Vice President for Finance, presented the financial report for the period ending December 31, 2020. 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, Major Capital Projects Funding, Recap of Major Project funding, and Summary of Major Capital Projects scheduled during the fiscal year. Dr. LoBasso discussed enrollment and how some CARES Act funding can assist with lost revenue due to enrollment declines. Mr. Cass reviewed details of the SunTrust loans.

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

Mr. Cass presented as information.

IX. ACADEMIC AFFAIRS

A. Cost of Textbooks and Instructional Materials – Spring 2021

Dr. Locklear shared how faculty continue to focus on improvements such as utilizing open resources and putting together their own materials.

X. ENROLLMENT MANAGEMENT

A. Approval of 2021/2022 Academic Calendar

Dr. Erik D'Aquino, Vice President of Enrollment Management, reviewed the academic calendar and presented for approval.

MOTION: (Freckleton/Lubi) The District Board of Trustees approve the 2021-2022 Academic Calendar, as presented. Motion carried unanimously.

XI. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Dr. Karla Moore on behalf of Dr. Alycia Ehlert, Administrators Council President, and Ms. Billie Jo Dunaway, Professional Council President. Dr. LoBasso read submitted reports on behalf of Student Government Association and Faculty Senate.

XII. TIME RESERVED/BOARD CHAIR

A. Board Chair's Update

Dr. Howard thanked everyone for their hard work this past year and how many thought things would be back to normal after a few months. He felt the College was doing a great job keeping the institution moving forward. He thanked the Board for attending the Forough B. Hosseini Hall dedication and seeing those in attendance was a great testament on what Mrs. Hosseini has done for the College. He shared this will be a tough legislative environment and that the Board is there to help and to call on them when needed. He commented on the CARES Act easing up restrictions and how this funding might be used to help increase enrollment for the Spring. He spoke on the accreditation process and encouraged the Board to think about what they could do better and what they would like to learn more about.

B. Board Professional Development Opportunities

Developmental opportunities for the Board were listed in the agenda as information only.

XIII. TIME RESERVED/BOARD MEMBERS

Comments were shared by the trustees.

XIV. ADJOURN

Meeting adjourned at 3:35 p.m.