

MINUTES: October 23, 2024

**MEETING: Daytona State College
District Board of Trustees**

**PLACE: Daytona State College's
Daytona Beach Campus
Wetherell Center (Bldg. 100), Room 402L
1200 W. International Speedway Blvd.
Daytona Beach, Florida**

**PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President
Bob Lloyd, Vice Chair
Randy Dye
Lloyd Freckleton
Kelly Kwiatek
Garry Lubi**

ABSENT: Dr. Randall Howard, Chair

Board Workshop began at 1:00 p.m.

Dr. LoBasso introduced Dr. Michelle Goldys, Associate Vice President, Enrollment Services, who oversees the dual enrollment process. Joining her was Jade Austin, Assistant Director of Dual Enrollment and Natalie Sothen, Dual Enrollment Coordinator. Dr. Goldys explained Dual Enrollment is an acceleration program that allows eligible middle/high school students to simultaneously earn credit toward high school completion and a career certificate, or an associate or baccalaureate degree at a Florida public postsecondary institution, at no cost to the student. They reviewed eligibility requirements, eligible programs, the process, enrollment and graduate data, how they engage with school partners, and important dates.

Board Meeting began 2:00 p.m.

Distributed via email 10/21/24 @ 10:29am. Revised Approval of Agreements memorandum and included associated agreement (Pages 9, 40a-40d). Made an official part of the minutes as Supplemental A: 10/23/24.

I. CALL TO ORDER

Mr. Lloyd called the meeting to order at 2:00 p.m.

II. PLEDGE OF ALLEGIANCE

Conducted the Pledge of Allegiance.

III. ROLL CALL

Dr. Howard was absent. All other trustees were present.

IV. PUBLIC PARTICIPATION

Mr. Lloyd inquired if there were any members from the public that requested time to appear before the Board. No requests received.

V. CONSENT AGENDA

- A. Approval of 8/22/24 Board Meeting Minutes
- B. Approval of Agreements
- C. Approval of Agreements - Affiliation
- D. Approval of Budget Amendments
- E. Approval of Deletion of Inventory Items
- F. Approval of Grant Applications
- G. Approval of Human Resource Recommendations
- H. Approval of Out of Country Travel – Pat Herndon/Ericka Tillman

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

VI. 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.

VII. TIME RESERVED/PRESIDENT

A. President's Update

Dr. LoBasso shared the Fall Semester was off to a great start and began with an 8% increase in enrollment. The College hosted the Governor's Press Conference recognizing Daytona State College participation in the Linking Industry to Nursing Education (LINE) program and he congratulated the Nursing faculty on doing a great job and appreciated the partnership with AdventHealth and Halifax Health. He attended the Daytona Beach City Commission meeting where rezoning of the White Street property was presented for consideration and received unanimous approval. The demolition of the Red Cross building located on that property is underway. The College hosted the Lodging & Hospitality Association of Volusia County's Annual Awards Luncheon. He shared of the Foundation's upcoming Boots 'n Bling Gala. He thanked the Facilities and Campus Safety teams on their work through hurricanes Helene and Milton as it took a lot of work for the College to be ready for reopening. He had a good meeting recently with University of Central Florida representatives on the proposed new building for the Daytona Beach campus. He shared Homecoming was very successful and had a good turnout. The College recently hosted site visits by the ABET accreditation team for the Bachelor of Science Information Technology and CAPTE reaffirmation team for Physical Therapy Assistant program. He attended the CEO Business Alliance/Team Volusia announcement event where the French electric plane maker Aura Aero selected Daytona Beach International Airport to become its U.S. headquarters and shared how Daytona State was part of these discussions.

Introduced Mr. Lou Marino, newly hired Director of Campus Safety.

Dr. LoBasso recognized athletic teams for their performances during the 2023-2024 academic year.

- Men's Baseball: Team won Male Academic Team of the Year with a 3.85 GPA and finished 2nd in NJCAA Academic Team of the Year standings among all baseball teams in the country. Plaque presented to Coach Tim Touma.
- Women's Softball: Team won Female Academic Team of the Year with a 3.81 GPA and won NJCAA Academic Team of the Year award among all softball teams in the country. Plaque presented to Coach Ben Greer.
- Esports: In their first semester of participation in NJCAA competition they won a National Championship in Super Smash Bros Ultimate. Trophy presented to Coach Sebastian Morales.
- Women's Golf: Team won Female Academic Team of the Year with a 3.82 GPA and finished 3rd in NJCAA Academic Team of the Year standings among all women's golf teams in the country. And then won the NJCAA Division I Women's Golf National Championship for the 11th time. Trophy and plaque presented to Coach Laura Brown.

B. Approval to Request a Change in Primary Accreditation Agency

Dr. LoBasso explained the College is in the process of applying to another accreditation agency and presented for approval.

MOTION: (Lubi/Freckleton) The District Board of Trustees approve the College to request a change in primary accrediting agency with the Office of Federal Student Aid, effective fall 2024. Motion carried unanimously.

Distributed Daytona State College Legislative Requests 2025. Made an official part of the minutes as Supplemental B: 10/23/24.

Dr. LoBasso explained this is the time of year the College begins drafting the legislative priorities for the next legislative session. He reviewed the draft legislative requests and received consensus from the Board to move forward. He explained the list will likely be reduced once they discuss further. The requests included:

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|---|--------------|
| - Completion of Airframe/Powerplant facility | \$17,251,578 |
| - Completion of remodeling of DeLand campus for Center for Emergency Services | \$3,280,869 |
| - Addition of Welding to ATC | \$9,590,245 |
| - Technology/Creative Arts Workforce Building, Daytona Beach Campus | \$60,421,943 |
| - School Safety Improvements | \$1,200,000 |

- Collegewide Building Access Control	\$1,500,000
- Remote Disaster Recovery Site to ensure Data Recovery	\$945,000
- Firewall Upgrade and Attack Prevention	\$973,000
- Support for RMI Building requested by UCF	\$0

VIII. FINANCE

A. Executive and Financial Summary Report as of 8/31/24

Mr. Marty Cass, Vice President of Finance, presented the financial report as of August 31, 2024. 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, and Major Capital Projects Funding. He provided a recap of Major Project Funding which includes 18 major projects with an estimated cost of \$42.6 million.

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

Mr. Cass presented as information.

C. Approval of Carry Forward of Operational Funds Plan

Mr. Cass explained per statute, each Florida College System institution with a final FTE of less than 15,000 for the prior year and retains a state operating fund carry forward balance in excess of 5% minimum, is required to submit a spending plan for its excess carry forward balance. Mr. Cass reviewed each of the spending plan categories and the amount allocated for each.

MOTION: (Freckleton/Kwiatek) The District Board of Trustees approve the College's fiscal year 2024-2025 spending plan as presented. Motion carried unanimously.

D. Approval of Budget Transfer Request

Mr. Cass reviewed and presented for approval.

Request:

Funding: Fund 1 to Fund 7 Capital Projects Fund
(Board Designated Reserves)

Amount: \$3,500,000

Description: Provide funding for 5 critical infrastructure building generators, aquatic center HVAC replacement and ongoing deferred maintenance.

MOTION: (Freckleton/Lubi) The District Board of Trustees approve the transfer of funds as outlined above and to authorize funding of generators and HVAC replacement from Board Designated Reserves once transferred. Motion carried unanimously.

IX. FACILITIES

A. Approval of Educational Plant Spot Survey

Mr. Allen Masters, Associate Vice President, Facilities Planning, explained programmable space has been updated to include construction of a new Aviation Maintenance training facility at the Advanced Technology College (ATC) and relocating Welding to the ATC.

MOTION: (Kwiatek/Freckleton) The District Board of Trustees approve the Spot Survey which updates College needs in conformity with statutory requirements. Motion carried unanimously.

B. Approval of Final Rankings Architectural/Design Services Daytona Aircraft Airframe Mechanics & Aircraft Power Plant Mechanics

Mr. Masters reviewed and presented for approval.

MOTION: (Freckleton/Kwiatek) The District Board of Trustees approve the below ranking for the Daytona Aircraft Airframe Mechanics & Aircraft Power Plant Mechanics project and direct staff to move forward to negotiate the fee and enter into a contract pursuant to the provisions of Section 287.055, Florida Statute, and subsequently submit the contract, including the negotiated fee, to the Board for approval at a future meeting. Motion carried unanimously.

<u>Firm</u>	<u>Ranking</u>
Houseman Architecture	1
PQH Group Design, Inc.	2
Goodwyn Mills Cawood, LLC.	3

C. Approval of Final Rankings Architectural/Design Services DeLand Campus Building 8 Emergency Services Training Center

Mr. Masters reviewed and presented for approval.

MOTION: (Lubi/Freckleton) The District Board of Trustees approve the below ranking for the DeLand Campus Building 8 Emergency Services Training Center Remodel project and direct staff to move forward to negotiate the fee and enter into a contract pursuant to the provisions of Section 287.055, Florida Statute, and subsequently submit the contract, including the negotiated fee, to the Board for approval at a future meeting. Motion carried unanimously.

<u>Firm</u>	<u>Ranking</u>
Spiezle Architectural Group, Inc.	1
PQH Group Design, Inc.	2
Cape Design Engineering Co.	3

X. ACADEMIC AFFAIRS

A. Approval of Major Program Revisions – Health Sciences Specialized A.A. Transfer Degree

See Item X.C.

B. Approval of Major Program Revisions –Biomedical Sciences/Biology Specialized A.A. Transfer Degree

See Item X.C.

C. Approval of Major Program Revisions – Business Specialized A.A. Transfer Degree

Dr. Jodi Long, Vice President of Academic Affairs, reviewed Items A-C and presented for approval.

MOTION: (Kwiatek/Freckleton) The District Board of Trustees approve Items X. A-C, as presented. Motion carried unanimously.

D. Approval of Authorization to Amend General Education Curriculum

Dr. Long reviewed the information on pending changes to the general education curriculum and presented for approval.

MOTION: (Lubi/Kwiatek) The District Board of Trustees authorize the College to amend the general education course offerings, descriptions, and/or curriculum for the A.A., baccalaureate, and AS. programs to comply with requirements as identified during the general education course review and submit to the State Board of Education by October 31, 2024. Motion carried unanimously.

XI. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Natasha Powell, Student Government Association President; Jon Pinney for Enaris Inman, Administrators Council President; Jon Pinney, Career Employees Association President; Paul Capps, Faculty Senate President and Ryan Buckelew for April Brunning, Professional Council President.

XII. TIME RESERVED/BOARD CHAIR

A. Board Chair's Update

Mr. Lloyd spoke of the great response to hurricanes Helene and Milton by the State and the College. He was happy to hear that the proceeds from the Foundation Gala auction will be devoted to those in distress from the storms. He reminded everyone not to let their guard down since the hurricane season doesn't end until November 30th.

B. Board Professional Development Opportunities

Developmental opportunities were provided in the agenda as information.

XIII. TIME RESERVED/BOARD MEMBERS

Comments were shared by each of the trustees.

XIV. ADJOURN

Meeting adjourned at 3:09 p.m.