



# Palm Beach State College District Board of Trustees Meeting

August 20, 2024



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER

# Palm Beach State College District Board of Trustees Meeting



## Summer 2024 Enrollment Update

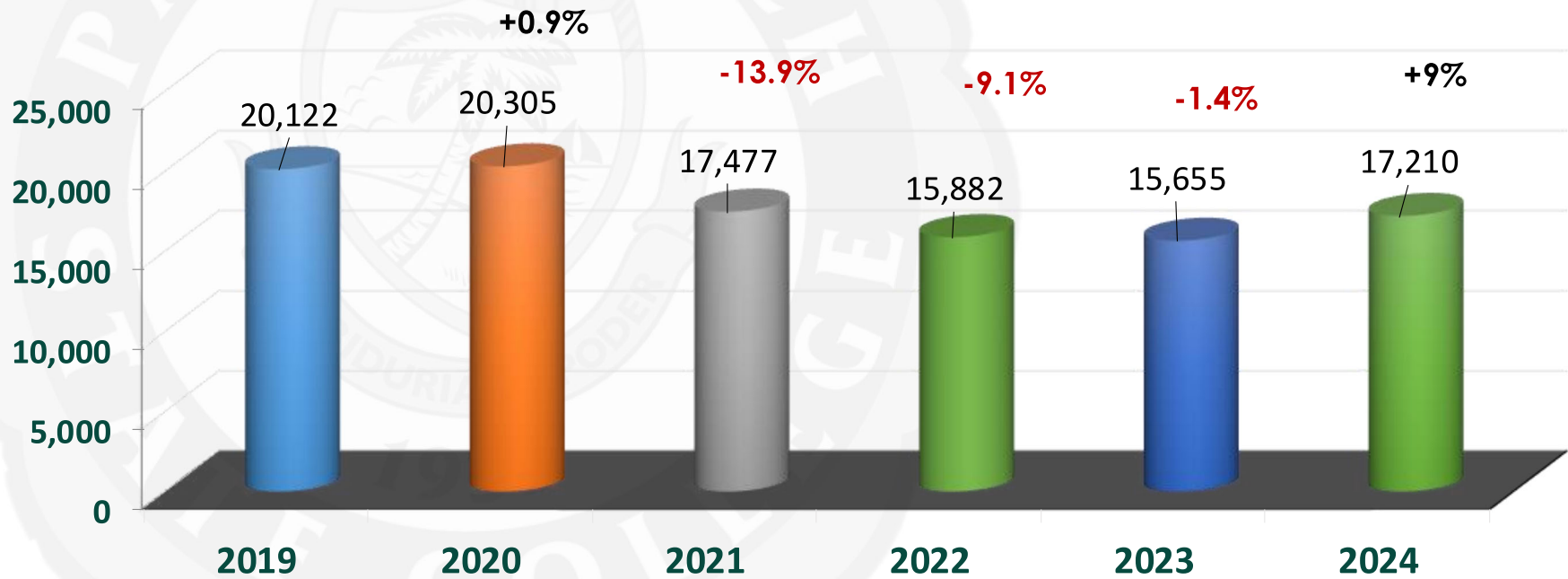
Dr. Peter Barbatis  
VP, Student Services/  
Enrollment Management

August 20, 2024





# Unduplicated Summer 2024 Headcount





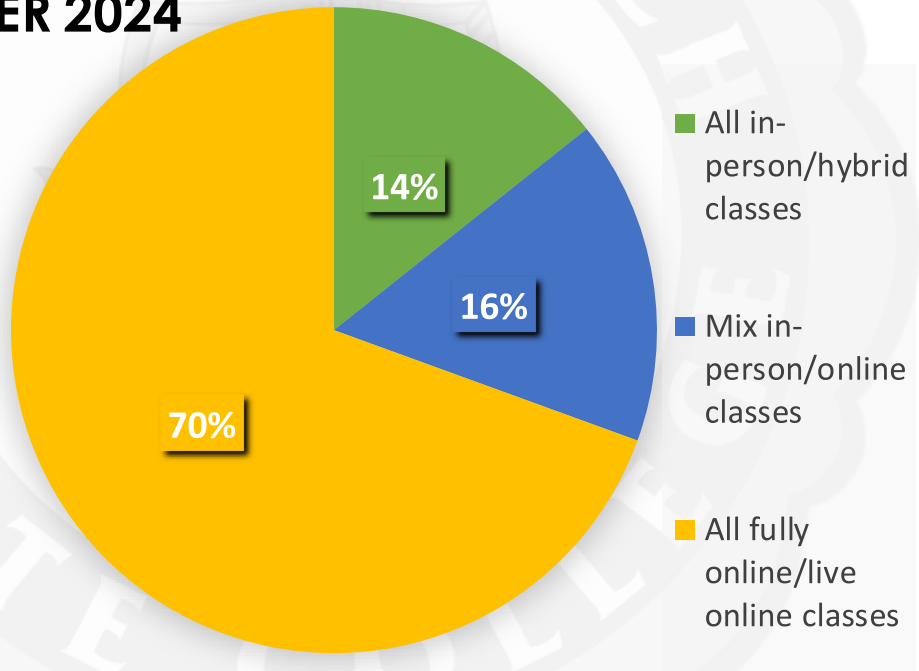
# Summer 2024 FTE



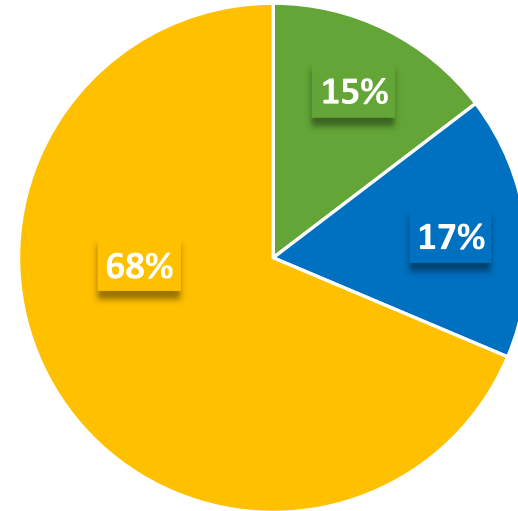


# Learning Modality

SUMMER 2024



SUMMER 2023





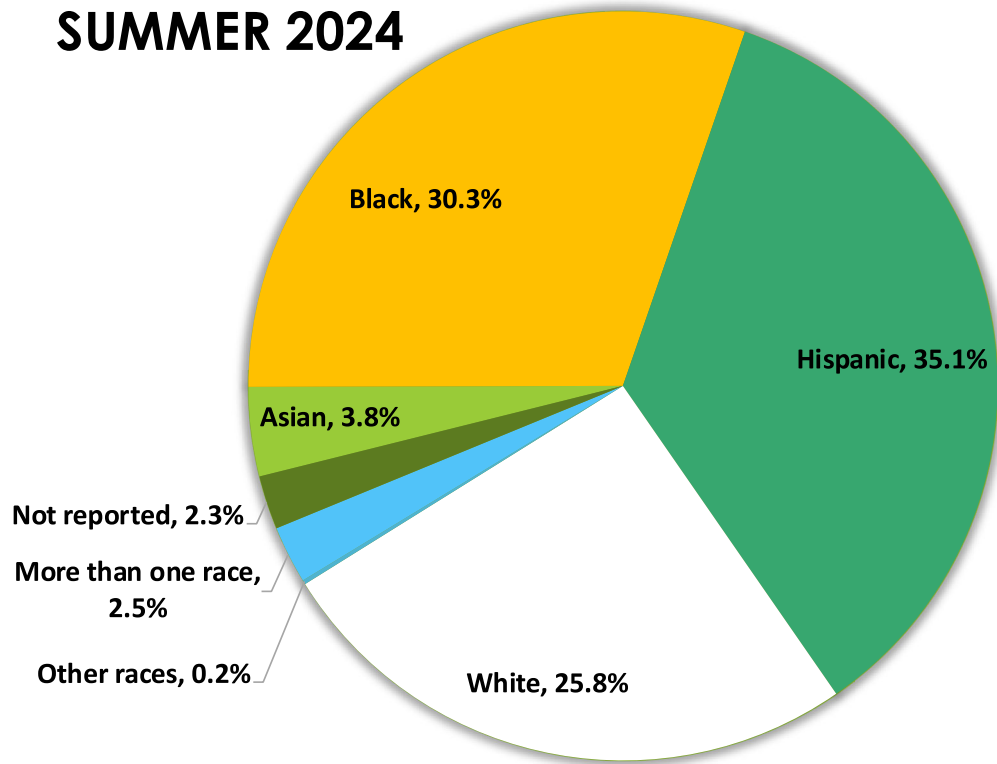
# Summer Modality Trends

	Summer 2019	Summer 2020	Summer 2021	Summer 2022	Summer 2023	Summer 2024
<b>Unduplicated headcount</b>						
All in-person and hybrid	11202 55.7%	870 4.3%	957 5.5%	2425 15.3%	2292 14.6%	2460 14.3%
Mix of in-person and online	4086 20.3%	47 0.2%	414 2.4%	2776 17.5%	2618 16.7%	2798 16.3%
All online	4835 24.0%	19359 95.5%	16108 92.2%	10684 67.3%	10745 68.6%	11952 69.4%
Total headcount	20123	20276	17479	15885	15655	17210
Total students with at least one face-to-face or hybrid class	15288 76.0%	917 4.5%	1371 7.8%	5201 32.7%	4910 31.4%	5258 30.6%
Total students with at least one live or fully online class	8921 44.3%	19406 95.7%	16522 94.5%	13460 84.7%	13363 85.4%	14750 85.7%

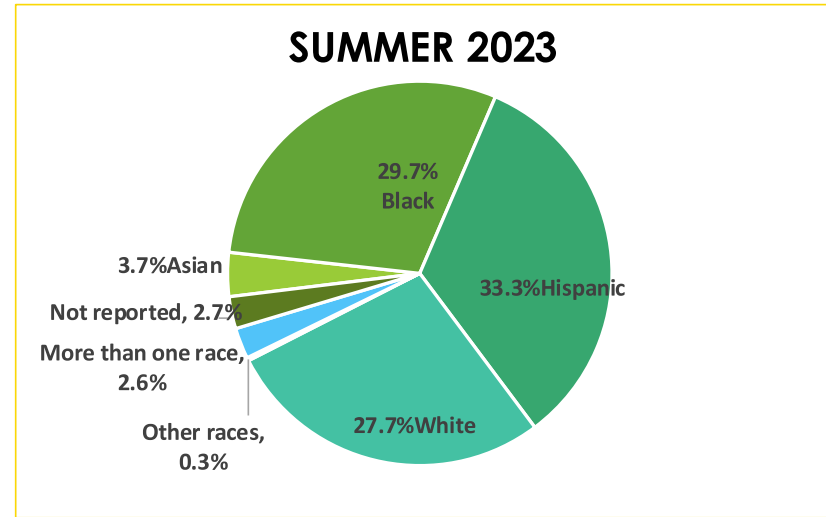


# Ethnicity

## SUMMER 2024



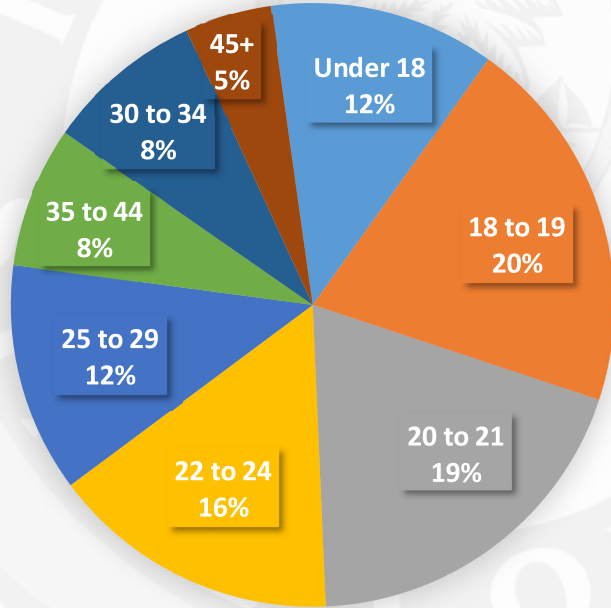
## SUMMER 2023



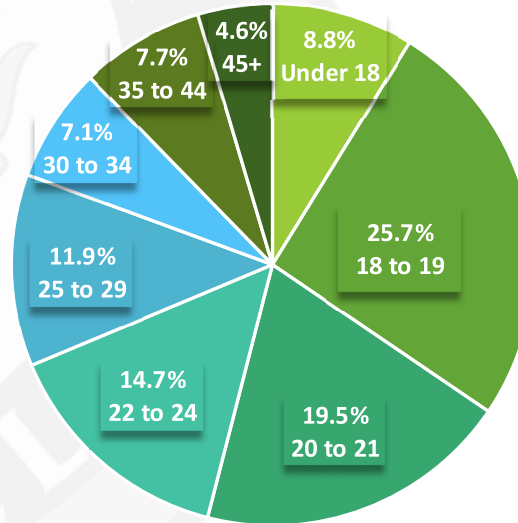


# Age Distribution

**SUMMER 2024**



**SUMMER 2023**



	Summer 2023	Summer 2024
Average age	<b>24</b>	<b>24</b>
Median age	<b>21</b>	<b>21</b>





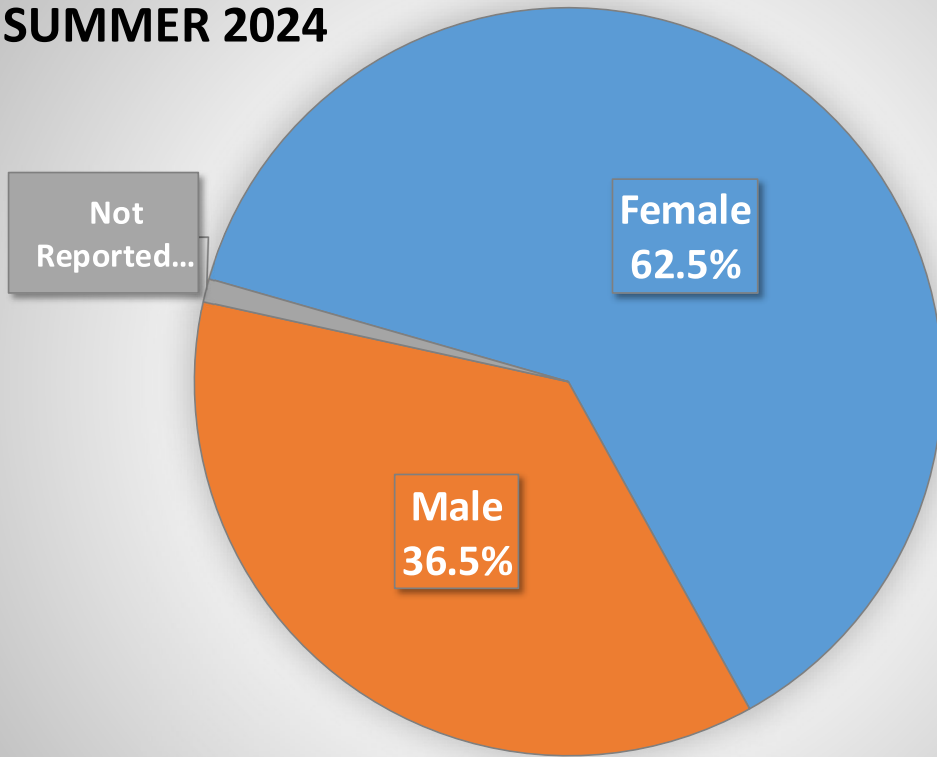
# Full Time/Part Time

SUMMER 2023	SUMMER 2024
FT 11%	FT 12%
PT 89%	PT 88%

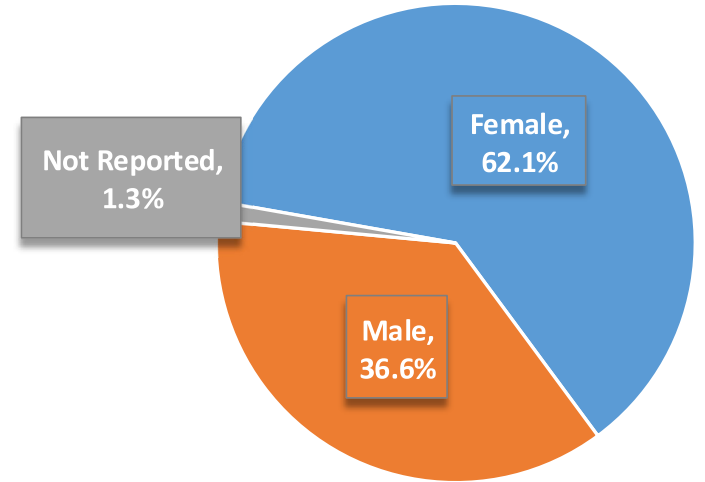


# Gender

SUMMER 2024



SUMMER 2023





# Call to Action Campaigns

Dear Tristian, Palm Beach State College welcomes you to the beach! We emailed you an important New Student Checklist to assist you with enrollment.

NEW STUDENT CHECKLIST >

Register for **SUMMER TERM TODAY!**

First, clear your Workday "My Tasks" Inbox! Steps Below

PALM BEACH STATE COLLEGE

PBSC: Justin, first week of Summer Express term B starts this week Thu, June 27! Register today! Check yesterday's email for steps!

SUMMER 1st week of class >

PALM BEACH STATE COLLEGE

**SUMMER & FALL**  
*Express Term*

**REGISTER TODAY!**

Summer Express B starts on Thursday, June 27. Priority registration deadline for Fall Term is August 11.

[www.palmbeachstate.edu](http://www.palmbeachstate.edu)  
Click "Students", Log in to Workday & Click "Academics"

PALM BEACH STATE COLLEGE

**TUITION PAYMENT PLAN OPTION 1**

SEE CHART WITH DEADLINE!

**0% DOWN PAYMENT!**  
(\$30 ENROLLMENT FEE)

**4 INSTALLMENTS**

INSTALLMENTS ARE DUE ON 25TH OF EACH MONTH

**MUST REGISTER FOR COURSES TO QUALIFY!**

**WWW.PBSC.EDU**  
CLICK STUDENT -> WORKDAY -> FINANCE -> TUITION PAYMENT PLAN

PBSC: Daniel, tomorrow is the 1st day of class! Check your email! Participate & complete assignments, review your syllabus & buy your materials. Enjoy!

TOMORROW - 1st DAY OF CLASS >

Summer A deadline: May 15  
Summer B deadline: May 21

Did you know?

**2024 SUMMER PELL GRANT**

**YOU ARE ELIGIBLE!**

Questions? Financial Aid Office 561-868-3000



# Summer 2024 Enrollment Gains

---

- Demographic shift by students who saw a need for continued education/leveling up
- Disciplined approach to an integrated marketing/strategic student communication plan (IMC) where students were reminded of important registration dates, missing documents, financial/residency holds and payment deadlines
- Process improvements to mitigate barriers
- Financial threshold was increased to \$315 from \$101 (average cost per course)
- Growth in our Dual Enrollment subpopulation representing 10% of our total enrollment



# Future Directions for Enrollment Growth

---

- Expand the embedded advisor program to all Palm Beach County high schools
- Shift the focus of college recruiters to the adult learner
- Use the Call Center to include outbound calls supporting a concierge approach to enrollment
- Expand Trade Up Caribbean connection program and our PBSC on-line in international markets
- Create English Language institute (i.e., athletes)
- Offer more Trade and Industry programs in Spanish and Creole
- Grow our baccalaureate programs and target our AA graduates



# Preliminary Fall 2024 Enrollment

---

**Headcount**      **+8.7%**

**FTE**              **+9.2%**

as compared to 4 days before the start of the term

HC Total for Fall 2023: **24,521**

As of today, at 10 a.m. **24,141**





# Palm Beach State College District Board of Trustees Meeting

August 20, 2024



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER

# Palm Beach State College District Board of Trustees Meeting



## State Insurance Update

Mr. Michael Pustizzi  
Chief Human Resources Officer

August 20, 2024







# State Insurance Update

- Florida Statute 110.123 – The Florida College Systems were included in the state group insurance program.
- IT, HR, and Payroll are working with People First for September's complete file. Ahead of schedule with test files.
- Utilizing the cost calculator provided by the Department of Management Services, our local 2024-25 cost estimate based on expected migration with a current participant count of 1,070 is approximately \$5.7 million.
- The Florida College System eligible employees will now receive the same benefits as other state agencies and universities.
- The Department of Management Services manages the benefits platform for all state-offered benefits.
- People First is the platform all eligible state employees utilize to sign up for benefits.
- The most widely utilized and costly benefit (Medical) will significantly impact employee premiums and out-of-pocket expenses.
- Other ancillary benefits on the state insurance plan may be more costly. Medical premiums and out-of-pocket expenses should more than offset any of these additional fees.





# Current Costs vs State Plan Costs 2024

PBSC Coverage Tier	PBSC Current Monthly Costs	State Coverage Tier	HMO/PPO Standard	High Deductible HMO/PPO w/HSA
Employee Only	HMO \$16/PPO \$0	Employee Only	\$50	\$15
Employee and spouse	HMO \$772/PPO \$737	Family	\$180	\$64.30
Employee and child	HMO \$488/PPO \$458			
Family	HMO \$1,244/PPO \$1,195	Overage Dependent (additional premium)	\$813.46	\$736.80



INN= IN Network OON = Out of Network	PBSC PPO	State PPO FL Blue	PBSC HMO	State HMO United Healthcare, Aetna, or Capital	State High Deductible PPO FL Blue	State High Deductible HMO
Provider choice	INN or OON	INN or OON	INN Only	INN Only	INN or OON	INN Only
Routine visit (INN)	\$50	\$15	\$45	\$20	CYD	\$0
Specialist visit	\$70	\$25	\$65	\$40 copay	CYD	\$0
ER	\$250	\$100 80/20	\$250	\$100	CYD then	CYD then 20%
Calendar Year Deductible INN (CYD)	\$1,200/\$2,400	\$250/\$500	\$600/\$1,200	\$0	\$1,600/\$3,200	\$1,600/\$3,200
CYD – OON	\$2,400/\$4,800	\$750/\$1500	NA	NA	\$2,500/\$5,000	NA
Annual Out of Pocket Max USA INN	\$6,000/\$12,000	\$9,100/\$18,200	\$5,000/\$10,000	\$1,500/\$3,000	\$3,000/\$6,000	\$3,000/\$6,000
Pharmacy 30 day	\$15/\$60/\$250	\$7/\$30/\$100	\$15/\$45/\$250	\$7/\$30/\$100	30%/30%	30%/30%



# Questions

---

- Open Enrollment October (10/14 – 11/1)
  - State benefit fair will be at FAU
  - Plans go in effect on January 1, 2025
  - State will email and mail information
  - NO enrollment via People First = NO Benefits
  - NO Domestic Partner coverage under State Plans



# Palm Beach State College District Board of Trustees Meeting

August 20, 2024



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER

# Palm Beach State College District Board of Trustees Meeting



## Financial Aid Investigation Update

Dr. Russell Kaufman  
Chief Information Officer

August 20, 2024





# Financial Aid Investigation Update

---

- On July 3, 2024, the IT Security team was alerted by the Registrar's office about five possible fraudulent student accounts.
- The investigation later revealed a total of 82 accounts, with financial aid fraudulently awarded.
- A total of \$223,082 in financial aid was distributed, with \$162,874.72 directly disbursed and \$60,207.28 to the College.



# Financial Aid Investigation Update

---

- All identified fraudulent accounts were disabled by July 31, 2024.
- The IP addresses involved in the fraudulent activity were blocked.
- The IT Security team notified the FBI and local law enforcement and are in communication.
- A College task force was formed to review and enhance the application process to prevent future incidents.





# Palm Beach State College District Board of Trustees Meeting

August 20, 2024



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER

# Palm Beach State College District Board of Trustees Meeting



First Reading  
Repeal 6Hx-18-4.63  
Liquidated Damages

Geovanni Denis, Esq.  
Associate General Counsel

August 20, 2024





## What is a liquidated damages clause?

---

A liquidated damages clause is a provision that specifies a pre-determined amount of money a party must pay if the party breaches the contract.



## Enforceability of Liquidated Damages Clause

---

- Courts have consistently denied to enforce liquidated damages clauses when they are deemed punitive, unreasonable, and/or are not based on relevant factors.
- In addition to analyzing the relevant factors, liquidated damages clauses have been ruled enforceable if the assessment is not strictly a penalty, and the assessment of actual damages at the time of entering into the contract was uncertain.



## Factors in Determining Enforceability of Liquidated Damages Clauses

---

- Nature of the contract;
- Terms and purpose of the entire agreement;
- Circumstances surrounding the execution of the contract;
- Natural/ordinary consequence of a breach; and
- Specific circumstances surrounding each case.



## Current Policy inconsistent with Case Law

---

The current Policy contains the following Liquidated Damages Schedule:

**Contract Sum Liquidated Damages:**

- \$00 to \$100,000 \$150 per day
- \$100,001 to \$250,000 \$200 per day
- \$250,001 to \$500,000 \$300 per day
- \$500,001 to \$1,000,000 \$400 per day
- \$1,000,001 to \$2,500,000 \$500 per day
- \$2,500,001 and over \$600 per day

The policy does not consider any of the relevant factors previously mentioned and is simply a flat rate fee schedule which could potentially be construed as punitive.



First Reading - Repeal 6Hx-18-4.63 Liquidated Damages

---

Questions?





# Palm Beach State College District Board of Trustees Meeting

August 20, 2024



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER



# Palm Beach State College District Board of Trustees Meeting



## Amendments and Repeals to Section 1: DBOT Policies

Geovanni Denis, Esq.  
Associate General Counsel

August 20, 2024





# Overview

---

- Amendment of Board Policy 6Hx-18-1.00: The District Board of Trustees
- Amendment of Board Policy 6Hx-18-1.02: Meetings of the District Board of Trustees
- REPEAL Board Policy 6Hx-18-1.01: District Board of Trustees Organization and Membership
- REPEAL Board Policy 6Hx-18-1.04: Powers, Duties, and Responsibilities
- Amendment of Board Policy 6Hx-18-1.041: Notice to Amend, Repeal, or Adopt Board Rule



# Summary

---

## **6Hx-18-1.00:**

- Removal of repealed legal authority.
- Amended to remove outdated language.
- Recommends that policies 6Hx-18-1:01 and 6Hx-18- 1:04 be merged with 6Hx-18-1.00 to streamline the indexation of Section 1 of the DBOT policy.

## **6Hx-18-1.02:**

- Removal of repealed legal authority and simplification of language.
- Clarification of types of meetings (i.e. Special, Emergency, Workshop, etc.).
- Allows Trustees to participate virtually and count towards a quorum.
- Allows Trustees to vote virtually.
- Allows for amending of the Agenda after publishing.
- Provides discretion to discuss items not on the Agenda if it is in the best interest of the College.



# Summary Continued

---

## 6Hx-18-1.041:

- Removal of repealed legal authority.
- Delegates the college administration the authority to make “minor amendments or minor substantive changes” to policies without formal presentation to the DBOT for approval.
  - 1.041 defines minor amendments as editorial changes that do not otherwise affect the policy content or substance, such as for the purpose of reflecting changes in various types of policy provisions, including without limitation organizational structure, position or office titles, dates, information technology-based systems, contact names and information, references to laws, rules or policies, renumbering/reorganization of policies; and to correct grammar, punctuation, or clerical errors; or to conform to other Board policies in any other non-substantive ways.

# Palm Beach State College District Board of Trustees Meeting



## Institutional General Education Compliance Review

Ms. Julie Sivigny  
Dean, Curriculum

August 20, 2024





# General Education Requirements

## Five GenEd Subject Areas

**Rule 6A-14.0303 *General Education Course Options* sets forth the statutory requirements for all AA, AS and Baccalaureate degrees**

Communication  
9 credits

- CORE Courses
- Institutional Courses

Humanities  
6 credits

- CORE Courses
- Institutional Courses

Mathematics  
6 credits

- CORE Courses
- Institutional Courses

Natural  
Science  
9 credits

- CORE Courses
- Institutional Courses

Social Science  
6 credits

- CORE Courses
- Institutional Courses

## General Education Courses

- CORE GenEd – State-mandated Courses
- Institutional General Education Courses
  - Foundational knowledge
  - Common prerequisites/Transfer
  - Approved through SCNS

Each degree offered by Palm Beach State College requires General Education courses:

- The B.A.S., B.S., B.S.N. and the A.A. degrees **require 36 hours** of General Education courses.
- Associate in Science (A.S.) degrees typically **require 15 to 18 hours** of General Education courses

1007.25 General education courses; common prerequisites; other degree requirements.

1007.55 General education course principles, standards, and content.

PALM BEACH STATE  
COLLEGE

1933-2023

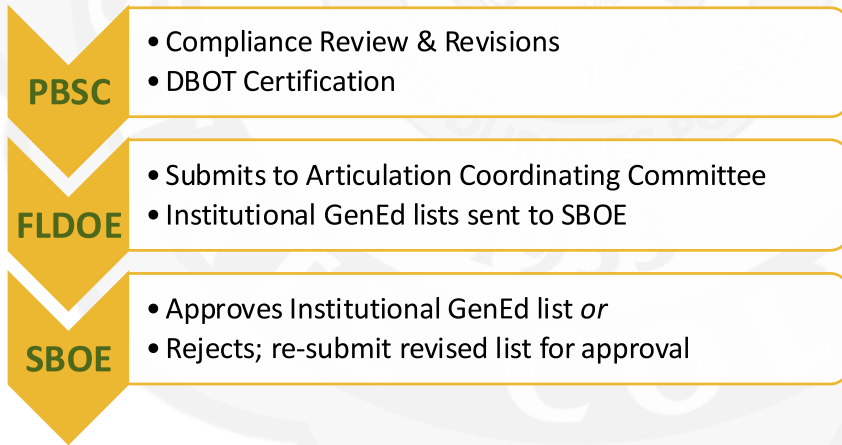
90  
KNOWLEDGE IS FOREVER



# Compliance: Institutional Gen Ed Review

In January 2024, the State Board of Education (SBOE) approved revisions to Rule 6A-14.0303, Florida Administrative Code which set forth the statutory requirements for all general education courses, identified the list of GenEd Core courses beginning fall 2024; and provided institutional requirements for approving and reporting institutional GenEd course offerings.

In accordance with statutory requirements from Sections (ss.) 1007.25 and 1007.55, Florida Statutes (F.S.), all public postsecondary institutions must annually review their general education course offerings to ensure compliance with content, principles and standards required for general education courses in the State of Florida.



## ***Palm Beach State College's Institutional General Education offerings must comply with:***

- 1007.55 General Education course principles, standards, and content
- 1000.05 Discrimination against students and employees in the Florida K-20 public education system prohibited; equality of access required (aka Florida Educational Equity Act)
- 1007.24 Statewide course numbering system
- 1007.25 General Education courses: common prerequisites; other degree requirements





# Process: Institutional Gen Ed Review

## Steps completed for compliance Review of PBSC's 2025-2026 State Inventory of Institutional General Education offerings per process outlined in Rule 6A-14.0303:

- Reviewed each PBSC course in the State's inventory report for compliance based on:
  - Foundational knowledge
  - Florida Educational Equity Act
  - Additional considerations
    - Demand/Enrollment History
    - Audit (housekeeping)
- Outcome of Review (179 Courses)
  - Revised course descriptions as required (14)
  - Removed courses from PBSC's Institutional General Education inventory (16)
- Completed the 2025-2026 PBSC GenEd Course Options Report Spreadsheet for submission to the State's Articulation Coordinating Committee by September 1<sup>st</sup> deadline
- Submitted changes to the Statewide Course Numbering System (SCNS)







# Report: Institutional Gen Ed Review

Prefix	Level	Course Number	Course Title	Credit	General Ed Core	General Ed Requirements	Course Review Status	General Education Updates	Additional Updates	Total # Institutions Offering Course	SCNS Update
ARH	2	050	ART HISTORY ANCIENT TO RENAISSANCE	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	34	✓
ARH	2	051	ART HISTORY: RENAISSANCE TO CONTEMPORARY	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	33	✓
LIT	2	090	CONTEMPORARY LITERATURE	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	10	✓
LIT	2	110	WORLD LITERATURE BEFORE THE RENAISSANCE	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	25	✓
LIT	2	120	WORLD LITERATURE AFTER THE RENAISSANCE	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	27	✓
MUT	1	001	FUNDAMENTALS OF MUSIC	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	4	✓
AML	2	010	AMERICAN LITERATURE TO 1865	3.0		Humanities	Reviewed: No Updates	General Education (Institution)	Not Applicable	24	✓
AML	2	020	AMERICAN LITERATURE AFTER 1865	3.0		Humanities	Reviewed: No Updates	General Education (Institution)	Not Applicable	23	✓
ENL	2	012	ENGLISH LITERATURE BEFORE 1800	3.0		Humanities	Reviewed: No Updates	General Education (Institution)	Not Applicable	22	✓
ENL	2	022	ENGLISH LITERATURE AFTER 1800	3.0		Humanities	Reviewed: No Updates	General Education (Institution)	Not Applicable	26	✓
APH	1	000	ART APPRECIATION	3	Humanities	Humanities	Reviewed: Updated	Both General Education (Core/Inst)	Course Description	41	✓
LIT	1	000	INTRODUCTION TO LITERATURE	3	Humanities	Humanities	Reviewed: Updated	Both General Education (Core/Inst)	Course Description	49	✓
MUL	1	010	MUSIC APPRECIATION	3.0	Humanities	Humanities	Reviewed: Updated	Both General Education (Core/Inst)	Course Description	31	✓
THE	1	000	THEATRE APPRECIATION	3.0	Humanities	Humanities	Reviewed: Updated	Both General Education (Core/Inst)	Course Description	38	✓
AML	2	600	AFRICAN AMERICAN LITERATURE	3.0		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	13	✓
AML	2	631	HISPANIC AMERICAN LITERATURE	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	2	✓
AML	2	660	JEWISH AMERICAN LITERATURE	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	✓
LIT	2	050	SURVEY OF LITERARY HUMOR	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	✓
LIT	2	190	INTRODUCTION TO AFRO-CARIBBEAN LITERATURE	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	4	✓
LIT	2	370	THE BIBLE AS LITERATURE	3.0		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	✓
LIT	2	380	WOMEN IN LITERATURE	3.0		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	10	✓
MUH	2	018	HISTORY AND APPRECIATION OF JAZZ	3.0		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	5	✓
SPN	2	200	INTERMEDIATE SPANISH I	3.0		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	4	✓
SPN	2	201	INTERMEDIATE SPANISH II	3.0		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	3	✓
FRE	2	200	INTERMEDIATE FRENCH I	3.0		Humanities	Reviewed: No Updates	Not Applicable	Not Applicable	6	Discontinued SCNS 8/20/2008
FRE	2	201	INTERMEDIATE FRENCH II	3.0		Humanities	Reviewed: No Updates	Not Applicable	Not Applicable	6	Discontinued SCNS 8/20/2008
GER	2	200	INTERMEDIATE GERMAN I	3.0		Humanities	Reviewed: No Updates	Not Applicable	Not Applicable	4	Discontinued SCNS 8/20/2008
GER	2	201	INTERMEDIATE GERMAN II	3.0		Humanities	Reviewed: No Updates	Not Applicable	Not Applicable	4	Discontinued SCNS 8/20/2009

## Spreadsheet Report

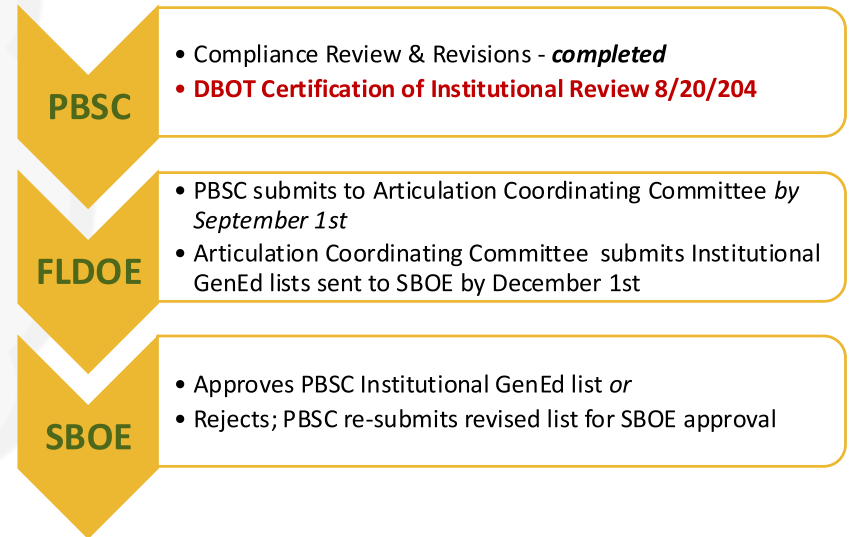
- CORE & Institutional GenEd Courses
- Review status & Updates
  - Revised Course Description
  - Removed from GenEd to Elective status
- Total # of FCS & SUS Institutions offering course
- Inactive courses (grey)





# Next Steps: Institutional Gen Ed Review

- Trustee approval of Certification of PBSC's Institutional GenEd Review
- College submission of Certification and Spreadsheet to the state Articulation office *by September 1<sup>st</sup> Deadline*
  - Academic Year 2025-26 General Education Courses Certification Form
  - Office of K-20 Articulation Spreadsheet with 2025-2026 PBSC GenEd Course Options





# Palm Beach State College District Board of Trustees Meeting

August 20, 2024



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER

# Palm Beach State College District Board of Trustees Meeting



## IT Audio Visual Contract TIPS #230901

Dr. David Edris  
IT Director Client Support Services

August 20, 2024





# Current & Future AV Projects

- Classroom Projects
  - **FIPSE Grant** to create active learning studios
    - 5 are finished with refinements
    - 7 more by 9/2024
  - **Boca Campus Engineering Classrooms**
    - Approximately \$174K equipment and installation
  - **LW Sim Lab Equipment**
    - Classroom/Debrief AV rooms installation approximately \$40K, most equipment already purchased.



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER



# Current & Future AV Projects

- Classroom Projects
  - **PBG Respiratory Classroom**
    - Approximately \$140K equipment and installation
  - **Lox Building 2 – Dental/Medical**
    - 11 Classrooms + Dental Hygiene
    - 7 Flex Lab + Anatomy Lab
    - 2 Active Learning + Multipurpose Lecture Hall
    - Expected AV installs in Q1 2025





# Approval of TIPS Contract #230901

## Vendor: INNOVATE AUDIO VISUAL, INC.

TIPS (The Interlocal Purchasing System) RFP 230901 – Audio Visual Equipment, Supplies, and Services

The contract is valid through November 30, 2026.  
(option to renew for one (1) additional year)

Not to exceed \$1,425,000

Type of Equipment and Services: Audio Visual installation services, technology equipment for classrooms and learning spaces, as well as software and related services.

Board approval is requested, subject to final General Counsel review.



PALM BEACH STATE  
COLLEGE

1933-2023

90  
KNOWLEDGE IS FOREVER



# Approval of TIPS Contract #230901

---

## Item XI.C.1

### **Board of Trustees Action Requested:**

Approval, subject to approval by General Counsel, IT Audio Visual Contract TIPS #230901 in the amount not to exceed \$1,425,000.00 through November 30, 2026, with an option to renew for one (1) additional year; and authorize the President to execute the related documents.





# Palm Beach State College District Board of Trustees Meeting

August 20, 2024



PALM BEACH STATE  
COLLEGE

1933-2023

90

KNOWLEDGE IS FOREVER