



PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

MINUTES • NOVEMBER 21, 2023

Regular Meeting

Palm Beach Gardens Campus

4:00 PM

BioScience Building, Room SC-127, 3160 PGA Boulevard, Palm Beach Gardens, FL 33410

Palm Beach State College advances the economic and social growth of our community and global workforce through innovative, high-quality learning experiences that transform student's lives.

Attendance

Present:

Chair Patrice Bishop, Vice Chair Omar Soto, Trustee Wendy Link, Trustee Melissa Friedman-Levine, Student Trustee Daniel Gil-Sanchez

Absent:

Trustee Carolyn Williams

I. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The regular meeting of the District Board of Trustees of Palm Beach State College was called to order at approximately 4:09 p.m. on Tuesday, November 21, 2023, by Chair Bishop. Chair Bishop welcomed participants to the meeting. The Chair asked Trustee Friedman-Levine to lead the Pledge of Allegiance.

II. COMMENTS AND RECOGNITIONS

A. Faculty Comment (Presenters: Mr. Alex Bruno, Associate Professor, Palm Beach Gardens Campus)

Associate Professor Bruno shared his experience with Palm Beach State College from being a student to now being an associate professor. He is the student advisor for the Student Government Association at the Palm Beach Gardens Campus and talked about the many events the students participate in especially the Model UN in New York and the Rally in Tally.

B. Campus and New Faculty Update (Presenters: Dr. Stephen Joyner, Provost and Dean of Students, Palm Beach Gardens Campus, Jyrece McClendon, Dean, Academic Affairs, Palm Beach Gardens Campus)

Dr. Joyner provided an overview of the service areas, enrollment, events and programs on campus.

Dean Jyrece McClendon introduced the new Palm Beach Gardens faculty to the Board and provided a brief bio for each new faculty member:

Dr. Glenn Dyer, History

Professor John Kiefer, Psychology

Dr. James Sullivan, Biology (Anatomy and Physiology)

III. AGENDA ADDITIONS/DELETIONS

NONE

IV. APPROVAL OF BOARD MINUTES

- A. Approve Minutes of October 17, 2023

Motion: Motion to approve the minutes from the October 17, 2023 Meeting

Motion moved by Vice Chair Soto and motion seconded by Trustee Friedman-Levine.

Approved

V. APPROVAL OF BOARD AGENDA

- A. Abstentions by Board Members

NONE

- B. Public Comments

Ms. Terri Bates discussed the shared disappointment on the setback to the SoFi project. She expressed her appreciation to the facilities staff for answering the many questions during their association meetings with a special thank you to Dr. Joyner for his commitment to listening to the neighbors, being receptive to feedback and suggestions, and his consistent communication.

Motion: Motion to approve the Board Agenda

Motion moved by Trustee Link and motion seconded by Vice Chair Soto.
Approved

VI. APPROVAL OF CONSENT AGENDA

- A. Academic Affairs / Academic Innovation and Strategy / Student Services

1. Approve 1800-Hour Transportation Program Deletions-Fall 2023

Staff Contact: Kimberly Lea, Dean of Workforce and Education Development

 [OnBoard Transmittal - Program Deletion Transportation 6.A.1.docx](#)

 [DBOT Consent Agenda Template Rev 061119 Program Termination - Diesel Service Technology.pdf](#)

 [DBOT Consent Agenda Template Rev 061119 Program Termination - Automotive SvcTech\(5458A\).pdf](#)

 [DBOT Consent Agenda Template Rev9-28-2023 Program Termination Heavy Equipment Technician.pdf](#)

B. Finance and Administration

1. Approve 2023/2024 Unexpended Plant Fund 7 Adjusting Amendment

Staff Contact: Mr. James E. Duffie, Vice President, Finance & Administration

 [6.B.1-MT 5871.docx](#)

 [2023-2024 Unexpended Plant Fund 7 Adjusting Amendment.pdf](#)

C. Information Services

Chair Bishop called for a vote on the Consent Agenda as there were no trustee questions or requests for further review of the Consent items.

Motion: Motion to approve the Consent Agenda

Motion moved by Trustee Link and motion seconded by Vice Chair Soto.
Approved

VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA

NONE

VIII. TRUSTEES' COMMITTEE REPORTS

Trustee Friedman-Levine provided a brief update on The Foundation's fundraising goal to date.

IX. PRESIDENT'S REPORT

- A. External Engagement Update (Presenters: Mr. Matthew Lenihan, Director, Business and Community Relations)

Mr. Matthew Lenihan, Director, Business and Community Relations, provided details on the external engagement with the College's Business Partners. He discussed the new process of tracking the partnerships and how this process has assisted the College to utilize the full potential of these partnerships.

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- B. PBSC and SDPBC MOU Data Sharing Agreement (Presenters: Mr. Dave Weber, Executive Director, Institute Research)

Mr. Dave Weber, Executive Director, Institute Research provided the Board with details on the MOU with the School District of Palm Beach County for participating in the DOE Florida Partnership for Minority and Underrepresented Student Achievement grant request.

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- C. TMRW Sports Update (Presenters: Dr. Stephen Joyner, Provost and Student Dean, Palm Beach Gardens Campus)

Dr. Stephen Joyner provided an update on the TMRW Sports project. He shared with the Board the details of the meeting with the City of Palm Beach Gardens and the meeting with Monet Oaks neighbors. Dr. Joyner also shared details on the student engagement piece of the partnership such as internships, new programs, and job fairs.

Robin Eletto, Chief People Officer, TMRW Sports, addressed the Board to provide more details on what caused the damage to the SoFi dome, and the decision made to postpone the first season of TGL to January 2025. The team is working on how to move forward on the design options of a new building. They will provide more information on that once they have the design elements options. Trustee Link had questions regarding the College having the ability to approve the design concept. President Parker stated that the original concept was a temporary structure, so a structure that can be removed would be in line with initial discussions and approval. Trustee Friedman-Levine questioned how the delay would impact the agreement with TMRW to provide a speaker for STEAM. Ms. Eletto stated they are working closely with Mr. Rutherford to provide a speaker. Trustee Friedman-Levine also questioned if there was a "loss of use" insurance rider to cover the events that can no longer take place due to the delay. President Parker mentioned speaking with Mr. Mike McCauley and his assurance with their commitment to the partnership.

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- D. Bezos Academy (Presenters: Dr. Latanya McNeal, Executive Dean, Belle Glade Campus, Ms. Kim Lancaster, Dean, Academic Affairs)

Dr. Latanya McNeal provided an overview of the Bezos Academy proposal to partner with the College on the Belle Glade campus. The Board had a positive response to this possible partnership with some questions on the length of time and limited childcare number.

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- E. Discussion Topic

Approve an Honorary Degree for George Elmore

President Parker requested the Board approve bestowing an honorary degree to Mr. George Elmore. She discussed his engagement with the College and the community

Motion:

Motion to approve awarding an Honorary Degree to Mr. George Elmore

Motion moved by Trustee Link and motion seconded by Trustee Friedma-Levine.
Approved

X. INFORMATIONAL ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services


B. Finance and Administration

1. First Reading - Amendment to Board Policy 6Hx-18-4.46 Responsibilities of Property Custodian

Staff Contact: Mr. James E. Duffie, Vice President, Finance and Administration

Mr. James E. Duffie, Vice President, Finance and Administration provided details as to purpose of amending this policy and repealing the next policy item. Trustees had no questions or comments.

 [10.B.1.docx](#)

 [REDLINED-First Reading-6Hx-18-4.46 Responsibilities of Property Custodians.pdf](#)

2. First Reading - REPEAL Amendment to Board Policy 6Hx-18-4.47 Lost or Stolen Property

Mr. James E. Duffie, Vice President, Finance and Administration provided the information as part of the board packet. Trustees had no questions or comments.

 [10.B.2.docx](#)

 [REDLINED-REPEAL-First Reading-6Hx-18-4.47 Lost-or-Stolen-Property.pdf](#)

3. First Quarter FY 2023-2024 Procurement Report July 1, 2023 through September 30, 2023

Ms. Jennifer Alvarez, Director, Procurement provided the report as part of the board packet. Trustees had no questions or comments.

 [10.B.3 transmittal.pdf](#)

 [First Quarter FY 2223 PO Report.pdf](#)

 [First Quarter FY 2223 Supplier Contract Report.pdf](#)

4. Financial Review and Analysis

Mr. James E. Duffie, Vice President, Finance and Administration provided the report as part of the board packet. Trustees had no questions or comments.

 [10.B.4-MT 5716.docx](#)

 [Budget.Analysis.October.31.2023.pdf](#)

5. Planning and Construction Projects Status Report Dated November 1, 2023

Mr. Kirk Stetson, Manager, Facilities, Planning and Construction provided the report as part of the board packet. Trustees had no questions or comments.

 [10.B.5-MT 5774.docx](#)

 [Planning and Construction Projects Schedule dated November 1, 2023.pdf](#)

C. Information Services

D. Human Resources

1. Quarterly Human Resources Executive Summary from July 1, 2023 to September 30, 2023

Mr. Michael Pustizzi, Chief Human Resources Officer provided this report as part of the board packet. Trustee Levine questioned the number of resignations. Mr. Pustizzi provided further details and discussed the number of retirees. He also provided the Board with the three top reasons that employees leave the College, which are better career opportunities, retirement, and work/life balance. Trustee Link questioned how we compared to colleges comparable in size. Mr. Pustizzi provided available data and indicated that he will further elaborate during his next quarterly report. Trustees had no further questions or comments.

 [EXEC SUM 11.2023.pdf](#)

 [Transmittal 10.D.1.pdf](#)

E. Legal

1. Quarterly Litigation Report

Mr. Kevin Fernander, General Counsel provided this report as part of the board packet. Trustees had no questions or comments.

 [Quarterly Litigation Report Transmittal .docx](#)

 [Litigation Report 08/01/23 –11/03/23.pdf](#)


XI. ACTION ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services

1. Approve New Program: Cyber Security and Applied Artificial Intelligence

Interim Associate Dean John Hadley provided the board with information on the new AI and Cybersecurity Academic programs. Vice-Chair Soto inquired about the number of labs and the modality of the program. Trustee Link requested salary projections for graduates newly employed versus one with experience.

 [DBOT OnBoard Transmittal - New Programs Cybersecurity and Applied Artificial Intelligence AS CCC 11-21-2023 11.A.1.docx](#)

 [DBOT Consent Agenda - New Program- Artificial Intelligence 11-21-23.docx](#)

 [DBOT Consent Agenda Template- New Program- Cybersecurity 11.21.23.docx](#)

 [DBOT PPT New Programs 11.21.23.pptx](#)

Motion:

Motion to approve new Academic Programs: Artificial Intelligence and Cybersecurity

Motion moved by Vice Chair Soto and motion seconded by Trustee Friedman-Levine.

Approved

B. Finance and Administration

1. Approve Contract with Advanced Roofing, Inc. Using the Pinellas County Government Contract No. 190-0336-BAR for Roofing Services & Supplies, Waterproofing & Related Products and Services in the Amount of \$675,000 through November 2025

Ms. Joan Rumsey, Assistant Director, Facilities provided this information as part of the board packet. Trustees had no questions or comments.


 [OnBoard Transmittal 11.B.1.doc](#)

 [advancedRoofing Piggyback Authorization Letter Pinellas \(1\).pdf](#)

 [PBSC - Lake Worth Campus Proposal REV 11-13-2023.pdf](#)

 [Executed Agreement 190-0336-CP.pdf](#)

 [Solicitation for Bid 190-0336-BAR.pdf](#)

 [COI Advanced Roofing \(exp 1-1-24\) 10-23-23.pdf](#)

 [Bid190-0336-B\(AR\).pdf](#)

Motion:

Motion to approve a Contract with Advanced Roofing, Inc. Using the Pinellas County Government Contract No. 190-0336-BAR for Roofing Services & Supplies, Waterproofing & Related Products and Services in the Amount of \$675,000 through November 2025

Motion moved by Trustee Friedman-Levine and motion seconded by Vice Chair Soto

Approved

2. Approve Contract Award to Lego Construction Co. for Construction Management Services - Lake Worth Medical Simulation Laboratory Remodel in the Amount of \$2,800,000 through Project Completion

Ms. Jennifer Alvarez, Director, Procurement and Mr. Edgar Cintron, Director, Facilities provided this information as part of the board packet. Trustees had no questions or comments.

 [11.B.2 transmittal.pdf](#)

 [CM Services Sim Lab Tabulation.pdf](#)

 [Notice to Cure letter 8.28.23 \(002\).pdf](#)

 [FinalTerminationLetter-GerritsConstruction09-08-2023.pdf](#)

Motion:


Motion to approve Contract Award to Lego Construction Co. for Construction Management Services - Lake Worth Medical Simulation Laboratory Remodel in the Amount of \$2,800,000 through Project Completion

Motion moved by Trustee Link and motion seconded by Trustee Friedman-Levine
Approved

3. Approve Contract Award Recommendation for Continuing Contracts for Architectural Services

Approve Contracts for Architectural Services with Song + Associates, Gurri Matute PA, HKS Architects, Zyscovich Architects, Spiezle Architectural Group, KVH Architects, PGAL, and the Tamara Peacock Company Architects for Projects Not Exceeding \$4,000,000 Over a Term of 3 Years, with the Option to Renew for an Additional Two Years

Ms. Jennifer Alvarez, Director, Procurement and Ms. Joan Rumsey, Assistant Director, Facilities, provided this information as part of the board packet. Trustee Link inquired about the selection process in light of the meeting planned with Saul Ewing regarding procurement. Ms. Alvarez shared additional details on the selection committee, the process and the Architectural firms selected.

 [DBOT Agenda Item 5844 - Recommendation for Continuing Contracts for Architectural Services.pdf](#)

 [Consolidated Scoresheet RFQu 2023-12LC.pdf](#)

Motion:

Motion to approve Contract Award Recommendation for Continuing Contracts for Architectural Services

Motion moved by Trustee Link and motion seconded by Vice Chair Soto
Approved

XII. OTHER BUSINESS

Board Policy 6Hx-18-1.02 authorizes the President to approve routine business items and administrative appointments that would have appeared on the December Board Meeting Agenda. These items will be submitted for confirmation at the January 16, 2024, Board Meeting.

XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

A. Thanksgiving Closure

The College will be closed for the Thanksgiving Holiday November 23-24, 2023. No classes are scheduled to begin at 5:00 p.m. or later the Wednesday prior to Thanksgiving Day. However, any class already in progress at 5:00 p.m. on that Wednesday should be completed. There are no classes scheduled for the Saturday and Sunday immediately following the Thanksgiving break.

B. Commencement

Commencement will be held at the Ball Park of the Palm Beaches on Tuesday, December 19, 2023, at 6:00 PM

C. Winter Break Closure

The College is closed for Winter Break from December 20, 2023, through January 1, 2024. The College will reopen on January 2, 2024. To accommodate student registration during the Winter Break, the Student Services Offices on the Lake Worth Campus will be open December 20-22, from 9:00 am - 6:00 pm to assist students with Spring 2024 registration.

D. January District Board of Trustees Meeting

The next regular District Board of Trustees meeting will be held on Tuesday, January 16, 2024, on the Lake Worth Campus.

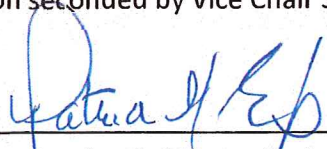
XIV. ADJOURNMENT

Motion:


Chair Bishop asked for a motion to adjourn the meeting at 6:13 pm.

Motion moved by Trustee Friedman-Levine and motion seconded by Vice Chair Soto
Approved

ATTEST:



Patrice G. Bishop, Chairperson



Ava L. Parker, J.D., President