MINUTES:  August 23, 2012

MEETING:  Daytona State College
            District Board of Trustees

PLACE:  Daytona State College
            Daytona Beach Campus
            Building 100, Room 402L
            1200 W. International Speedway Blvd.
            Daytona Beach, Florida

PRESENT:  Dr. Carol Eaton, Corporate Secretary/President
          Mr. Dwight Lewis, Chair
          Dr. Christina Frederick-Recascino, Vice Chair
          Mr. Bob Davis
          Mr. Lloyd Freckleton
          Mrs. Mary Ann Haas
          Mrs. Betty Holness
          Mrs. Forough Hosseini

ABSENT:  Mr. John Tanner

Board Meeting began 2:01 p.m.
Distributed via e-mail 8/22/12 at 4:06 p.m.: Revised Bachelor of Science in Nursing
Program memorandum (Pages 275-276). Made an official part of the minutes as
Supplemental A: 8/23/12. Distributed prior to the start of the meeting: Revised
Schedule of Accounts – Cash Basis (Page 156). Made an official part of the minutes as
Supplemental B: 8/23/12. Revised Reserve Funds (Page 163). Made an official part of
the minutes as Supplemental C: 8/23/12. Nunamann Hall unveiling invitation. Made an
official part of the minutes as Supplemental D: 8/23/12. Fall 2012 Calendar of Events
for the Arts. Made an official part of the minutes as Supplemental E: 8/23/12.

I.  CALL TO ORDER
Mr. Lewis called the meeting to order at 2:01 p.m.

II.  ROLL CALL
Mr. Tanner was absent.

III. PUBLIC PARTICIPATION
Mr. Lewis inquired if there were any members from the public that requested time
to appear before the Board.

Requests to appear before Daytona State College District Board of Trustees
forms. Made an official part of the minutes as Supplemental F: 8/23/12.

Mr. Art Giles, founder of Giles Electric, shared his background and spoke on how
important apprenticeship programs are and how vital they are to the area. He
asked the College to continue funding for the electrical apprenticeship program which is currently experiencing low enrollment.

Mr. Brad Giles, owner of Giles Electric, spoke on the cancellation of the electrical apprenticeship class due to low enrollment and urged the College to continue to look at solutions for the continuation of the electrical apprenticeship class for first year students.

Ms. Sari Blondell, registered nurse at Halifax Health Hospice of Volusia/Flagler, spoke in support of the College offering a Bachelor of Science in Nursing (BSN) program and shared how expensive online programs are. She shared her children are graduates of the College and would also like to continue her education at the College. She stated not all transfer credits are accepted by the University of Central Florida’s (UCF) program and suggested looking into what pre-requisite classes are required. She stated many management positions require a bachelor’s degree.

Ms. Maryann Boyer, registered nurse and certified case manager at Halifax Health Medical Center, shared she received her A.S. degree from Daytona State and transferred to an online school to obtain her BSN degree. She explained by 2020 eighty percent of registered nurses will be required to have their bachelor’s degree and how many area nursing graduates are from Daytona State. She felt it would be easier for students to transfer into BSN program at the College. She stated UCF has a good program, but cannot accept all applicants, and does not accept all transfer credits. She encouraged the College to pursue the BSN program.

Ms. Martha Allen, registered nurse at Halifax Health, shared she recently graduated from Daytona State with her Associate Degree in Nursing. She and many of her co-workers are interested in obtaining their BSN degree and supported Daytona State’s pursuit of this program. She stated not all credits transfer to UCF and would require repeating some courses, and how costly online programs are. She indicated there is positive discussion on social media about this proposal and how this would be easier for Daytona State graduates to continue their education in a familiar place. She shared nurses cannot advance to higher positions without a BSN degree.

Ms. Ebony Harris, certified medical assistant at Halifax Health and graduate of Daytona State. She shared her goal is to become a registered nurse and how convenient it would be to continue her education at a familiar place which is affordable. She shared how the cost of tuition is extremely high at other universities and not all courses transfer. She shared how difficult it is on a single parent and urged the College to implement a BSN program.

Mr. Lewis thanked the nurses who spoke and explained the Board would not be voting on the program itself, but whether or not to continue the process by gathering data to ensure the program can be sustainable. He shared the Board wants to do what is right for the community and support those in the workforce.
IV. ELECTION OF OFFICERS
A. Election of Officers
Mr. Lewis turned the meeting over to Dr. Eaton to conduct the election of the Chair. Dr. Eaton asked if there were nominations from the floor for the position of Chair.

MOTION: (Hosseini/Holness) Nominate Mr. Dwight Lewis as Chair of the District Board of Trustees.

There being no further nominations from the floor, the following motion was made.

MOTION: (Holness/Freckleton) The District Board of Trustees close the nomination for the office of Chair.

Roll call vote was taken to accept Mr. Dwight Lewis for the office of Chair, which was unanimously approved. Mr. Lewis thanked the Board for their confidence in him and promised to work hard to make them proud. Dr. Eaton congratulated Mr. Lewis on his re-election and turned the meeting over to him.

Mr. Lewis asked if there were nominations from the floor for the position of Vice Chair.

MOTION: (Hosseini/Recascino) Nominate Mrs. Mary Ann Haas as Vice Chair of the District Board of Trustees.

Mr. Lewis asked if there were any other nominations for the office of Vice Chair, being none, the Board unanimously voted to accept Mrs. Mary Ann Haas for the office of Vice Chair. Mr. Lewis congratulated Mrs. Haas and thanked Dr. Recascino for her service as Vice Chair this past year.

V. PUBLIC HEARING - POLICIES
A. Approval of Second Reading – College Policies Sections 1-4
College Policies Sections 1-4 were presented for approval.

Dr. Recascino explained this was a large job and thanked everyone who worked on revising the policies. Dr. Eaton explained how all policies and procedures are reviewed through the internal governance structure and shared College Policies sections 5-8 will be presented for first reading next month.

MOTION: (Recascino/Freckleton) The District Board of Trustees approve the final reading of College Policies sections 1-4, as presented. Motion carried unanimously.
VI. CONSENT AGENDA
A. Approval of 6/21/12 Regular Board Meeting Minutes
B. Approval of Agreements
C. Approval of Agreements – Affiliation
D. Approval of Budget Amendments – June 2012
E. Approval of Budget Amendments – July 2012
F. Approval of Contractor (Mechanical) Pre-qualification for Construction Projects Board Certification
G. Approval of Deletion of Inventory Items
H. Approval of Grant Applications
I. Approval of Human Resource Recommendations
J. Approval of Out of District Field Trip Request

Mr. Lewis asked if there were any items trustees would like pulled from the Consent Agenda. No requests were made.

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

VI. TIME RESERVED/PRESIDENT
A. President’s Update
Dr. Eaton pointed out an article in the ACCT Trustee Quarterly magazine on the completion initiative entitled, “What is completion? Getting closer to a better way to measure success.” She shared how ACCT and the American Association of Community Colleges are doing a great job in getting the message out nationally that colleges are more than just graduation rates.

She introduced and welcomed Mrs. Kay Burniston, Executive Director of the Daytona State College Foundation. Dr. Eaton shared Mr. Dennis Micare, Senior Vice President for Finance, will be retiring and how a search for his position was conducted, but was unsuccessful. In order to have a smooth transition and to start the search again, she has asked Ms. Isalene Montgomery to be the Interim Vice President for Finance. She explained how Ms. Montgomery was the Internal Auditor, previously worked in Grants Accounting, and was very familiar with the processes of the College. During this transition the Business Services area will report to Mr. Brian Babb and Campus Safety and Facilities Planning will report to Dr. Tom LoBasso. She thanked the senior staff for stepping up during this transition period.

Dr. Eaton referenced the items in the deletion of inventory report that could not be located and how the Property Management department tracks over 13,000 pieces of property above a certain dollar value and the Information Technology department tracks over 7,500 items. She shared the loss rate for these pieces came to .0004 and by keeping things in perspective, the departments are doing a good job in tracking property.
She shared the Florida Department of Law Enforcement audited the Basic Law Enforcement classes and stated the College has a model program and received a perfect audit. She congratulated Mr. Louie Mercer, Director of the School of Emergency Services, and the faculty and staff in this division. She explained the Daytona State College PTK chapter received a Pinnacle Award for increasing its membership by 25% and received five membership student scholarships. She thanked the chapter advisors who worked so hard on this.

Dr. Eaton stated she attended the State Board of Education meeting in July and was invited to help support the concept “Florida First in Education Proposal.” The Council of Presidents (COP) is putting this forward and the proposal would create a multi-year effort to raise Florida’s performance in post-secondary education to be first in the country using unique strengths and opportunities of the Florida College System. She stated in early 2012, Governor Rick Scott met with the COP and challenged the leadership to respond to the economic challenges faced by the state. The COP has developed a proposal to make Florida first in college completion, training for jobs, accountability, affordability, and in acceleration and partnerships. Work is still underway on this proposal and should have the final proposal completed in October. The amount of funding that will be asked for to accomplish this will be around $350 million dollars over a multi-year request and will keep the Board updated on their progress.

She shared another topic being discussed at the state level that may have impact on Florida colleges, which is the revision to state rule 6A-14.0411: Issuance of Continuing Contracts. The state rule establishes and outlines topics for consideration in the evaluation of instructional employees. This has been a topic of several conversations with Faculty Senate, as well as members of the local chapter of the Association of Florida Colleges, so all who may be affected are aware of any proposed changes. Once revisions are approved by the SBOE, the College will make the necessary changes to its policies and procedures.

Dr. Eaton continues to be involved in community events and attended a Flagler County Chamber meeting. She thanked Mr. Kent Ryan, Dean of the Flagler/Palm Coast Campus, for being an active and visible contact in that community. She met with Chancellor Randy Hanna at the recent COP meeting and provided an update on the College. She shared the Chancellor commented during a meeting about Daytona State faculty who have proposed a unique and successful idea for Florida. The idea is to incorporate the developmental program in English classes and how this has shown to be very successful in other parts of the country. However, there is current legislation that does not allow this to be done so legislation would have to change and he pointed to Daytona State to lead the charge on this. She met with the Mayor of Deltona and his staff to discuss a variety of topics and shared the mayor may be preparing a proposal for
the College’s consideration as part of their master planning for where they see growth in Deltona.

Dr. Eaton thanked Mrs. Sharon Crow, Senior Vice President for Governmental Relations, and Mr. Robert Grimm, Director for Federal Relations, for their work with The News-Journal on the candidate forums held during the primaries and how they will be working with them again on the candidate’s day to be held October 3, 2012.

Dr. Eaton thanked the Board for their work in obtaining capital funding and asked Mr. Steven Eckman, Director of Facilities Planning, to review the status of the construction projects coming forward. Mr. Eckman reviewed funding for each project, anticipated start dates for the design and construction phases for the new classroom building on the Flagler/Palm Coast Campus, thermal storage facility, and News-Journal Center scene shop/HVAC. The College received planning dollars for the renovation of the Theater Center for a new student center/classroom building and that construction schedule will be determined when funding becomes available.

Mr. Freckleton asked if there could be any kind of stipulation when the contract is awarded for the Flagler/Palm Coast project that would encourage the use of Flagler County residents on the project. Mr. Brian Babb, College Counsel, explained there is no current policy on local preference and how the Board could authorize the development of a procedure based on other models. Mr. Freckleton would like to see that happen since Flagler County has the highest unemployment rate in the state. Mr. Lewis mentioned the process where the Board is required to accept the lowest bid and how others may be more qualified, and wanted to be sure the College received bids from qualified companies. Mrs. Holness believed local preference could be discussed with the company understands nothing would be guaranteed. Mr. Eckman indicated the College can ensure advertising is done locally and oversees the advertising of bids and can encourage them to look locally. Mrs. Hosseini thought the College could not set criteria on who companies hire. Mr. Babb explained there are some prohibitions that limit preferences and there are certain things you can and cannot do. He stated he would have to research policies and procedures used throughout the state and shared people cannot be prohibited from applying, but can look at percentage of preferences. Mr. Davis agreed with Mrs. Holness and shared this is something that can be researched and being restrictive on hiring can be convoluted and could be a double edged sword.

B. Approval of Volusia/Flagler Advanced Technology College Board of Directors Appointment
Dr. Eaton explained the College appoints two members to serve on the VFATC Board of Directors and Mr. Pozzo was being recommended to serve on this board.
MOTION: (Hosseini/Holness) The District Board of Trustees approve the appointment of Mr. Joe Pozzo to the Volusia Flagler Advanced Technology College Board of Directors, serving from July 1, 2012 to June 30, 2014. Motion carried unanimously.

VIII. FINANCE / PURCHASING
A. Finance
1. Executive Financial Summaries for July 31, 2012
   Mr. Micare reviewed the executive summary and explained tuition is above the budget target and current expense and capital outlay are over target because encumbrances and expenses were rolled forward this year.

   Mr. Freckleton asked if funding for the capital projects had come in and Mr. Micare explained how Community College Program Funds (CCPF) are received at 1/12 per month. He shared in the past the College would be authorized to spend funds and would then draw down funding from the state as dollars were expended. Mrs. Haas asked if this funding was the same for the thermal storage facility. Mr. Micare explained funding for this project comes from PECO/lottery and have been told by the state they do not expect to sell the lottery bonds until July so the College will not receive authority to draw down funding on those projects until July, which is why the staff received Board approval to forward fund this project using local funds. Once the bonds are sold the College will reimburse itself. Mr. Micare indicated the process is very regulated and the state requires the College to invest funds with SBA, spend interest/income before spending allocated state dollars, and requires monthly reporting to FLDOE. Mrs. Holness asked if there was a timeframe to spend funding and Mr. Micare indicated it was 33 months for a project.

   Mr. Micare reviewed the schedule of accounts-cash basis by fund; general operating fund one; operating summary that included salary and fringe benefits, current expenses and capital outlay; monthly student fee revenues; reserve funds in funds 1, 3 and 7; and maintenance and construction projects that are underway.

   Mr. Micare highlighted areas of the Annual Financial Report which is submitted to the state. He reviewed the explanation of funds 1-9, operating revenues, non-operating revenues, operating expenses, functional distribution of operating expenses, Board designated and local reserve funds 6/30/12-6/30/15, and proposed use details for reserve funds.
3. **Approval of Revised Baccalaureate Non-Resident Fees**
Mr. Micare explained during the budget development process the non-resident rate was an estimate and has now been finalized based on UCF’s tuition. He stated the baccalaureate rate for residents is set by the legislature and is a fixed rate.

**MOTION:** (Recascino/Freckleton) The District Board of Trustees approve the 2012-2013 Non-Resident Baccalaureate Fees, effective fall 2012 registration. Motion carried unanimously.

4. **Wire Transfers/Checks Issued Greater Than/Equal to $50,000**
Mr. Micare presented as information.

Mrs. Haas inquired if the College was still looking into going textless. Dr. Eaton shared the College is still exploring this area and explained how some faculty were going textless and what the difference in cost was from a standard textbook. Mr. Roberto Lombardo, Senior Vice President of Information Technology, discussed the cost of e-texts and how this is set by the publishers. He shared how there is a lot of opportunity internally and many faculty are building their own content which is what the Center for Interactive Media will be taking on as an initiative.

5. **Daytona State College Foundation Audit for Year Ended December 31, 2011 and 2010**
Mr. Micare explained the audit of Daytona State College Foundation was conducted and received an unqualified opinion, which means everything is in good shape, and no internal controls or audit findings were identified.

B. **Purchasing**
1. **Approval of RFP # 13-002 – Real Estate Consulting Services**
Mr. Micare presented for approval.

**MOTION:** (Haas/Holness) That the District Board of Trustees authorize the College to issue a request for proposal for real estate services and to select a real estate firm to perform the services. An agreement with the selected real estate firm shall be submitted to the Board for approval. Motion carried unanimously.

IX. **ENROLLMENT AND STUDENT DEVELOPMENT**
A. **Enrollment Report**
Dr. Tom LoBasso, Senior Vice President for Student Development and Institutional Effectiveness, reviewed the fall enrollment FTE summary report, headcount by category and campus, and new student enrollment. He reviewed decreases in apprenticeship which may be due to the
economy and explained there are apprenticeship programs in childcare, plumbing and electrical union and non-union. He stated no tuition is collected from these students, but the College does receive FTE which pays for a portion of instruction. Mrs. Mary Bruno, Associate Vice President of Workforce and Continuing Education, explained what the student does pay to the apprenticeship organization, not the College, supports the on the job training component. She shared the College pays for the instructors, the supervision of on-the-job training, classroom space, and classroom materials and supplies. She shared the electrical apprenticeship program is a 4-5 year program and how class size reduces over this period of time by almost 50%. To be fiscally responsible the College needs to have a certain enrollment to begin the Level 1 classes. Both union and non-union electrical apprenticeship programs are experiencing low enrollment and the staff will be meeting to discuss options. Mr. Freckleton suggested asking the unions to assist with the cost of the program since they are receiving dues from these students. Dr. Eaton explained this is not a new situation and how the retention of these students is key.

Dr. Recascino asked if the College would look at capping dual enrollment if there were significant increases and Dr. LoBasso indicated some of the other institutions have limited the number of courses students take but the College has not taken this position. He shared how recent legislation weights dual enrollment toward the schools grading which is greater incentive for high schools to send students to the College. He shared Adult Education is increasing and this can be attributed to staff recruitment efforts and financial assistance through scholarship funds and fee waivers.

Dr. LoBasso discussed enrollment deadlines and how students can enroll anytime and be accepted into classes up to one week after the start date. There are various start times through the year and students do not have to wait too long before another session begins. Dr. LoBasso explained the Veterans Center is on schedule to open the beginning of the semester and what services will be offered through this center. He explained there has been preliminary discussions with UCF, who received a post-traumatic stress disorder grant, to offer assessment and treatment through the center. Discussed reaching out to veteran organizations in the counties to inform them of the College’s services and to advise students of available services in the counties.

X. ACADEMIC AFFAIRS
A. Approval of Bachelor of Science in Information Technology
   Distributed Baccalaureate Proposal Approval Process The Florida College System. Made an official part of the minutes as Supplemental G: 8/23/12.

Dr. Vitale reviewed the approval process for baccalaureate programs which begins with the submission of a letter of intent and can take up to six months to complete the process. He explained the Bachelor of
Science in Information Technology program is not new, but will be a new degree that was originally approved as a concentration of the Bachelor of Science in Engineering Technology degree. He explained for the program to receive accreditation by the Accreditation Board for Engineering and Technology (ABET), the program needed to be a separate degree and would need to go through the formal baccalaureate approval process. Mrs. Hosseini inquired if any objections were received by other institutions on the implementation of this degree and Dr. Vitale indicated there were none and explained there was no change to the curriculum just moving from a concentration to a degree.

**MOTION:** (Recascino/Freckleton) That the District Board of Trustees approve the implementation of the Bachelor of Science in Information Technology program, effective August 2013. Motion carried unanimously.

### B. Approval of Bachelor of Science in Nursing

Dr. Vitale explained the College would like to conduct a feasibility study for the Bachelor of Science in Nursing (BSN) program to collect current data and have further conversations with institutions in the area. Dr. Recascino suggested obtaining data from skilled nursing and hospice facilities. The Board discussed concerns expressed by the students on the credit transfer issue and costs associated with UCF’s program. Dr. Recascino was unsure why there was such a high level of concern by UCF on the implementation of this program and how it serves a nine county area. Mr. Freckleton felt there are some students that would not attend UCF because it is cost prohibitive. Mr. Davis would like to see data on available jobs for graduates. Mrs. Hosseini asked about the difference in wages for BSN graduates.

Dr. Linda Miles, Chair of the Nursing Department, explained graduates receive around $.50 more per hour but the degree would bring more leadership and promotional opportunities for nurses. She explained the College has a 99% job placement rate for its associate degree nursing graduates. She shared many nurses want to obtain their BSN due to magnet status of hospitals and a study that recommended 80% of nurses have a baccalaureate degree by 2020. Some states are proposing legislation to make a baccalaureate degree mandatory and are moving toward this standard. Area hospitals are supportive of this program and currently have 15-20% of nurses at the baccalaureate degree level and would like to move toward a 60%-70% level.

Mrs. Holness shared as people are retiring there is a need for people to be in place to fill those positions. Mr. Davis was interested in data on what students would prefer to take online versus face to face. Discussed the comparison of salaries for nurses and how some graduates will relocate to larger cities for higher salaries. Mrs. Haas asked about the partnership with UCF and Dr. Miles explained staff has a great working relationship
with all of the schools in the area, but it was the student’s desire to stay at Daytona State and how the greatest issue was probably cost. Mrs. Hosseini shared state colleges fill a huge need and should be cognizant of what other institutions offer locally. She stated to offer a degree because it is less cost prohibitive or the College can do a better job was not why colleges were authorized to offer baccalaureate degrees. She would rather see the College be a great partner with area universities that already offer these programs locally. Mr. Freckleton did not believe colleges could compete with universities and this program would enhance what is already there and accommodate those students who cannot afford to attend a university. Mrs. Holness suggested gathering data on what schools offer this program and which students would choose to attend considering all factors. Mr. Lewis commented these were all good points and there is much information to be gleaned and suggested a workshop to discuss the study and exchange ideas to understand everyone’s position.

**MOTION:** (Freckleton/Holness) That the District Board of Trustees approve the feasibility study for a Bachelor of Science in Nursing degree program at Daytona State College. Motion carried unanimously.

### XI. MONTHLY STATUS REPORTS

#### A. Foundation Update – Trustee Haas / Kay Burniston

Mrs. Burniston shared some background on Mr. George Nunamann and his passion to provide opportunities for people to improve themselves. The College’s Foundation has been able to provide over $750,000 in scholarships to date with Mr. Nunamann’s donations. She explained the remainder of his estate will provide the College with around $3.5 million and to honor him, there will be an unveiling ceremony on September 18, 2012 to name building 200, Nunamann Hall. She thanked Mr. Davis for the opportunity to speak to the Hotel and Lodging Association and how Cypress Golf Course will be offering a summer golfing special where proceeds will go to the culinary scholarship fund. She shared the Bert Fish Foundation provided a $100,000 donation for Daytona State nursing students that would pay for 12 credit hours toward their BSN degree.

Mrs. Haas reminded everyone about the Foundation’s annual gala which will be held on September 21, 2012 in the Hosseini Center and will be honoring Mr. Jim Gardner. She shared how it will be a wonderful event with food stations and wine tastings and urged people to purchase their tickets before it is too late.

#### B. Internal Auditor Update – Isalene Montgomery

Ms. Montgomery presented an update on projects that included student fee audits for spring and summer 2012 and a follow-up audit on residency. She has been working on contract compliance and has developed procedural guidelines, contract checklist, process flowchart, contract closeout and database for tracking. She shared about the work being
done on identity theft loss prevention and a prevention team is in place and are working on campus-wide training, customizing the current identity theft prevention program for the College, developing a response plan for loss or breach of information, prevention measures, and conduct periodic evaluations and updates to the program to safeguard CSI (confidential sensitive information).

XII. TIME RESERVED/BOARD CHAIR
A. Board Chair’s Update
Mr. Lewis shared his comments under Item XIV.

B. Board Professional Development Opportunities
Mr. Lewis presented as information the upcoming professional development opportunities for the Board.

XIII. TIME RESERVED/CONSTITUENT HEADS
Reports were presented by Mr. Rob Saum, Administrators Council President; Ms. Valerie Lee, Career Employees Association President; Mr. Mitch Pietras, Faculty Senate President and Mr. Bill Harrison, Professional Council President.

Dr. Recascino departed the meeting.

XIV. TIME RESERVED/BOARD MEMBERS
Mrs. Hosseini felt it was a great meeting and thanked everyone for their hard work. She was looking forward to the upcoming Board retreat on facility planning and thanked staff for the campus tour.

Mrs. Holness was glad Mr. Lewis accepted the chairmanship again and how he did a wonderful job. She enjoyed the campus tour prior to the meeting and did not realize how large the campus was. She appreciated all the work that is done for the meeting and always providing thorough background information. She hoped faculty had a good summer as students are eager to get started.

Mrs. Haas thanked staff for the campus tour which was very educational. She was also able to visit the Women and Men’s Center and was very impressed with the resources they have there. She was hopeful to have someone fill the internal auditor position temporarily since the audit response to the Auditor General stated this was one of the provisions that would be in place. Dr. Eaton shared Mr. Lewis had thought about this and has put the College in touch with a local CPA firm. An interview will be conducted for this management consultant for the interim period. She shared the College is one of three state colleges who have an internal auditor position and how the College is way ahead of other institutions.

Mr. Freckleton stated there was spirited debate and how they can agree to disagree. He attended the Summer Jazz event at the News-Journal Center and shared how wonderful it was. Congratulated Mr. Lewis again on his chairmanship.
Mr. Davis congratulated Mr. Lewis and thanked Dr. Recascino for her service as Vice Chair and how she did a great job and helped him this past year. He thanked Mrs. Burniston, Mrs. Donna Sue Sanders, and Dean Costa Magoulas for speaking to the Hotel and Lodging Association. He appreciated Ms. Lee’s presentation and made a donation to the Career Employees Association.

Mr. Lewis stated it was good to see everyone back at the beginning of the new academic year and to see the staff that keep the College operating and thanked them for their work. He thanked the Board for their confidence in his leadership and appreciated working with the Board at such a wonderful institution and will do his best.

XV. ADJOURN
Mr. Lewis adjourned the meeting at 5:10 p.m.

Date of next regular meeting: September 20, 2012.