

**MINUTES:** April 23, 2025

**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  
Dr. Randall Howard, Chair  
Bob Lloyd, Vice Chair  
Lloyd Freckleton  
Kelly Kwiatek  
Garry Lubi  
Nellie Lupoli

**ABSENT:** Randy Dye

**Board Meeting began at 2:05 p.m.**

*Distributed via email 4/22/25 @ 12:03pm. Contract associated with Approval of General Contractor Selection – Daytona Campus, L. Gale Lemerand Student Center (Bldg. 115) Remodel memo. (Pages 139a-139ww). Made an official part of the minutes as Supplemental A: 4/23/25.*

**I. CALL TO ORDER**

Dr. Howard called the meeting to order at 2:05 p.m.

**II. PLEDGE OF ALLEGIANCE**

Conducted the Pledge of Allegiance.

**III. ROLL CALL**

Trustee Randy Dye was absent. 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 received.

**V. PUBLIC HEARING – POLICIES**

**A. Approval of Second Reading – Policy 6.19 (Revised): President to Adopt Procedures on Leaves of Absence**

Mr. Rodnie Marquinez, College Counsel, explained military leave was recently updated by statute and the policy has been revised to reflect that it is in compliance as it relates to these language revisions.

**MOTION:** (Lloyd/Freckleton) The District Board of Trustees approve the second and final reading of revised College Policy 6.19: President to Adopt Procedures on Leaves of Absence. Motion carried unanimously.

**B. Approval of First Reading – Policy 1.02 (Revised): Institutional Mission Statement**

Mr. Marquinez explained the Board previously revised the Mission Statement but it was never updated in College Policy.

**MOTION:** (Kwiatek/Lloyd) The District Board of Trustees approve the first reading of revised College Policy 1.02: Institutional Mission Statement. Motion carried unanimously.

**VI. CONSENT AGENDA**

- A. Approval of 2/27/25 Board Meeting Minutes
- B. Approval of 3/25/25 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 Grant Applications
- H. Approval of Human Resource Recommendations
- I. Approval of Out of Country Travel – Study Abroad to Brazil
- J. Approval of Out of Country Travel – Study Abroad to Italy
- K. Approval of Out of Country Travel – Study Abroad to France and Switzerland

**MOTION:** The District Board of Trustees approve the Consent Agenda. Motion carried unanimously.

**VII. 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.

**VIII. TIME RESERVED/PRESIDENT**

**A. President's Update**

Dr. LoBasso stated the Board Retreat is a good opportunity to look at the accomplishments of the past and to look forward to future endeavors. He shared how it is a team effort that starts with the Board and includes Senior Executive Staff and all those who support the initiatives of the College. He shared the first inaugural Woman's Flag Football game was held and thanked trustees for attending. The Employee Annual Awards

Ceremony was recently held and there was one person with over 40 years of service. The annual Women's History Luncheon was held. The College hosted the Alliance4 Event which is in collaboration with CareerSource and it is a good opportunity to engage in dialogue with business and industry on their needs. He shared the Lohmans hosted the Women's Flag Football team at their home and were given a tour of Mr. Lohman's memorabilia from his days playing flag football. The Lohmans also presented a donation to the Flag Football program. He shared the Student Awards Convocation was held and many students and some employees were celebrated.

## **IX. FINANCE**

### **A. Executive and Financial Summary Report as of 3/31/25**

Mr. Marty Cass, Vice President of Finance, presented the financial report as of March 31, 2025. 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 21 major projects with an estimated cost of \$83.7 million.

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

Mr. Cass presented as information.

## **X. FACILITIES**

### **A. Approval of Daytona Beach Campus News-Journal Center Building 810 Chiller Replacement**

Mr. Allen Masters, Associate Vice President of Facilities Planning, reviewed and presented for approval.

**MOTION:** (Lubi/Freckleton) The District Board of Trustees approve the Thermetrics (Carrier Chiller) submission utilizing the Lake County Florida RFP-402 in the amount of \$317,223.31 and an overall budget of \$355,000 for the replacement of chiller #1 Daytona Beach Campus News-Journal Center. Motion carried unanimously.

### **B. Approval of Final Completion and Final Payment Deltona Campus 1 Welding Lab**

Mr. Masters reviewed and presented for approval.

**MOTION:** (Freckleton/Lloyd) The District Board of Trustees approve final credit for the Deltona Campus Building 1 Welding Lab project in the amount of \$255,578.59 be made to Daytona State College. Motion carried unanimously.

- C. **Approval of General Contractor Selection – Daytona Campus L. Gale Lemerand Student Center (Bldg. 115) Remodel**  
Mr. Masters reviewed and presented for approval.

**MOTION:** (Lloyd/Freckleton) The District Board of Trustees approve the bid for the L. Gale Lemerand Student Center Remodel and enter into a contract with Bomar Construction, Inc. in the amount of \$634,000, pursuant to the provisions of Florida Statute s.287. Motion carried unanimously.

**XI. ACADEMIC AFFAIRS**

- A. **Approval of Major Program Revision – Office Administration – A.S. Degree**

Dr. Jodi Long, Vice President of Academic Affairs, reviewed revisions that will align the program with updated Florida CTE Frameworks and strengthen focus on legal administrative functions. Effective Fall 2025. See motion under XI. D. for approval.

- B. **Approval of Major Course Revision – SLS1122 Managing Your Success**

Dr. Long reviewed revisions that will strengthen student engagement, goal setting, and personal development to enhance academic performance. Effective Fall 2025. See motion under XI. D. for approval.

- C. **Approval of New Program – Aerospace Technology, A.S. Degree**

Dr. Long explained the new degree program is designed to prepare students for careers in aerospace and space systems industry. Effective Spring 2026. See motion under XI. D. for approval.

- D. **Approval of New Program – Avionics Systems Technician Vocational Certificate**

Dr. Long explained the new degree program is designed to prepare students for high-demand, high-skill roles in the growing aviation industry. Effective Spring 2026. See motion under XI. D. for approval.

**MOTION:** (Lubi/Lloyd) The District Board of Trustees approve Items IX. A-D, as presented. Motion carried unanimously.

- E. **NISOD Excellence Awards Presentation**

Dr. Long shared information about the National Institute for Staff and Organization Development (NISOD) awards and recognized this year's recipients:

- Neil Clemons, Campus Director, DeLand and Deltona Campuses
- Steven DeMartin, Faculty, CNC Machining, Mary Karl College of Workforce Continuing Education
- Marty Goldys, Coordinator III, School of Education
- Beth Hoodiman, Associate Director, Admissions and Recruitment

- Dr. LaKisha Holmes, Associate Vice President, College of Arts and Sciences
- Karen Koory, Chair and Senior Professor, School of Biological and Physical Sciences
- Dr. Nathan Kotas, Assistant Chair and Associate Professor, School of Business Administration
- Deidre Seker, Assistant Professor, School of Social Sciences

## **XII. TIME RESERVED/CONSTITUENT HEADS**

Reports were presented by Kaylie Boyett for Student Government Association; Enaris Inman, Administrators Council President; Paul Capps, Faculty Senate President and April Brunning for New Employee Group (merging of Career Employees Association and Professional Council).

## **XIII. TIME RESERVED/BOARD CHAIR**

### **A. Board Chair's Update**

Dr. Howard shared graduation is just around the corner and encouraged trustees to attend one or more of the ceremonies. He shared what a wonderful occasion graduation is and seeing the excitement on the students and the parents' faces brings home why institutions like this are so important. He commented that the legislative session is wrapping up but encouraged trustees when out in the community to share how important Florida state colleges are and how important Daytona State College is. He spoke on the Board Retreat and all of the good things going on and how it takes a great team and a great leader. He shared his appreciation to everyone on their efforts and appreciated hearing the updates from the different constituent groups.

### **B. Board Professional Development Opportunities**

Developmental opportunities were provided in the agenda as information.

## **XIV. TIME RESERVED/BOARD MEMBERS**

Comments were shared by each of the trustees.

Dr. LoBasso introduced some of the players of the Women's Soccer Team who brought their national championship trophy. He congratulated them on winning the national tournament and shared details of their win.

## **XV. ADJOURN**

Meeting adjourned at 3:06 p.m.