

**THESE MINUTES ARE TENTATIVE AND WILL NOT BECOME OFFICIAL UNTIL APPROVED  
BY THE BOARD AT THE SUBSEQUENT MEETING.**

**BROWARD COLLEGE  
Minutes Of The Meeting Of The Board Of Trustees  
March 28, 2023**

**11:00 AM STUDENT FORUM - SOUTH CAMPUS**

The Student Forum meeting of the Board of Trustees of Broward College was called to order at 11:01 a.m. on Tuesday, March 28, 2023 by Chair Zachariah P. Zachariah, Jr. at the Judson A. Samuels South Campus, 7200 Pines Boulevard, Building 66, Room 139-156, Pembroke Pines, FL 33024. In attendance were Chair Zachariah P. Zachariah, Jr. (physical), Vice Chair Akhil K. Agrawal (physical), Trustee Alexis Yarbrough (physical), Trustee Cindy Kushner (physical), General Counsel Lacey D. Hofmeyer (physical), and President Gregory A. Haile, J.D. (physical).

Chair Zachariah called the March 2023 Board of Trustees South Campus Student Forum to order and introduced the new Board of Trustees Members.

Dr. Donald Astrab, Vice Provost of Academic Operations, Analytics, and Communications welcomed everyone to the March 2023 Board of Trustees South Campus Student Forum and recognized Dr. Thomas Walker, Dean of Business Affairs and Mr. Leo DeAraujo, Campus Director of Student Life.

Dr. Astrab introduced Kimberly Adams Goulbourne, Dean of Student Services. Dean Adams spoke about the South Campus Student Leaders and how they will showcase their accomplishments and progress in the Student Forum. Dean Adams introduced Mohammad Aqeel, South Campus Student Government President. Mr. Aqeel thanked the Board of Trustees and President Haile. Mr. Aqeel and Student Government Members spoke about the different visions for the South Campus, that includes wellness, club community, and financial literacy.

Kimberly Adams Goulbourne, Dean of Student Services, thanked everyone once again and the Student Government Members for their presentation and introduced Quakish Williams Liner, Dean of Academic Services. Dean Liner spoke about the Robert Elmore Honors College updates and recognized Professor Darius, Dr. Richard Lewis, Principal Bardetta Haygood and all the College Academy Students who received Honors.

Charles Johnson Broward College student from the FBLA Chapter, spoke about the importance of Student Life and wanted to present the awards and merits that he and his teammates received while representing Broward College throughout Florida and the Nation. President Haile thanked Mr. Charles Johnson and complimented him on his great leadership. President Haile also asked the FBLA students about their experience in the FBLA Chapter club. The students responded that they like the club, the experience including the workshops and and have met many new friends including Charles Johnson who is a great mentor to them. President Haile and Chair Zachariah thanked all the students.

Dr. Astrab gave an overview of the South Campus, including all the students enrolled and the number of employed faculty and staff. He also pointed out the new buildings, programs, and services that are offered at South Campus for students to take advantage to achieve their educational goals.

Kevin Philippe student attending Broward College spoke about making positive changes and wants ways the College help students get more opportunities in landing future jobs after their education.

The Student Forum was adjourned at 12:11 p.m.

**1:00 PM REGULAR MEETING**

**I. CALL TO ORDER**

The regular meeting of the Board of Trustees of Broward College was called to order at 1:06 p.m. on Tuesday, March 28, 2023 by Chair Zachariah P. Zachariah, Jr. at the Judson A. Samuels South Campus, 7200 Pines Boulevard, Building 66, Room 139-156, Pembroke Pines, FL 33024. In attendance were Chair Zachariah P. Zachariah, Jr. (physical), Vice Chair Akhil K. Agrawal (physical), Trustee Alexis Yarbrough (physical), Trustee Cindy Kushner (physical), Trustee Mario Zanotti (virtual), General Counsel Lacey D. Hofmeyer (physical), and President Gregory A. Haile, J.D. (physical).

Chair Zachariah inquired whether the Board had quorum for this meeting. General Counsel Hofmeyer explained that the Board consists of five members and today all five members are present; therefore, the meeting has quorum.

**II. PLEDGE OF ALLEGIANCE**

Chair Zachariah called on Dr. Jeffrey Nasse, College Provost and Senior Vice President of Academic Affairs to lead in the Pledge of Allegiance.

**III. AGENDA AND ACKNOWLEDGEMENT OF PUBLIC NOTICE**

Chair Zachariah called for a motion and acknowledgment of the public notice. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough. The motion passed unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |

**IV. APPROVAL OF THE BOARD OF TRUSTEES MINUTES**

Chair Zachariah called for a motion to approve the minutes of the regular meeting and workshop of February, 2023. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough. The motion passed unanimously.

District Board of Trustees - Student Forum and Regular Meeting - Feb 7, 2023 11:00 AM

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| <b>RESULT:</b>   | <b>ACCEPTED AS AMENDED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |

District Board of Trustees - Workshop - Feb 7, 2023 3:00 PM

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| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>  |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |

## V. PUBLIC SPEAKERS

Chair Zachariah called on Lacey D. Hofmeyer, General Counsel and Vice President for Public Policy & Government Affairs for registered speakers.

Ms. Hofmeyer stated that there were no registered speakers.

## VI. PRESENTATIONS

1. Social Enterprise Plan: Actualizing Impact: Creating Impactful Career Connections Update  
**Presenter(s):** Dr. Jeffrey Nasse, Provost and Senior Vice President, Academic Affairs

Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs, gave a presentation on Social Enterprise Plan, Actualizing Impact: Creating Impactful Career Connections Update.

Following the presentation, Chair Zachariah asked if the College has any data that shows correlation between success and difficult classes, specifically between anatomy and physiology. Dr. Nasse responded that after reaching out to the faculty, the recommendation is to take the chemistry course before these specific courses to help become more successful even though it is not a required course in their program.

Vice Chair Agrawal suggested that one of the greatest needs in employment in the County appears to be in healthcare and that the College should think about dedicating resources in this category. He also added how he would like the College to bring in more relationship between employers, faculty, and students to help students get internships. Dr. Nasse added that he would like for Broward College students to get internship especially paid internships.

2. Guaranteeing Access for All of Broward County  
**Presenter(s):** Dr. Mildred Coyne, Senior Vice President, Workforce Education and Innovation  
Janice Stubbs, Vice President, Student Services

Dr. Mildred Coyne, Senior Vice President of Workforce, Education and Innovation, Isabel Gonzalez, Vice President of Communications and Community Relations and Janice Stubbs, Vice President of Student Services, gave a presentation on Guaranteeing Access for All of Broward County.

Following the presentation, Trustee Kushner asked what types of marketing the College is using regarding search engines online and how the College deploys students in the workforce. Daniela Circonciso, Associate Vice President of Marketing, responded that the College uses geographic locations by industry, interests, and algorithms that shares demographics with the current student phase and that students can land jobs through LinkedIn.

Chair Zachariah asked about the new student enrollment, tuition, and costs calculation and how it can be broken down to be more specific. Vice President Gonzalez responded that these numbers are from the past two years and the amount spent in costs has been reduced over the increase in leads. She also added the recruitment side of the College has helped contributed in the 11% increase in new student enrollment. Vice Chair Agrawal suggested for the College to come up with a system that shows more specific data on marketing and specific goals to increase enrollment.

Trustee Yarbrough asked Dr. Coyne what are the enrollment numbers for BrowardUp and also the difference of costs between students coming from BrowardUp and high school enrolling in the College. Dr. Coyne responded that there about 3,500 participants since 2018 when BrowardUp started, and the costs are \$2,000 to \$2,500. Dr. Coyne also added that the funds for the movement come from donations and grants. Trustee Yarbrough would like to know how much the College spends by programs and other types of area in order to sustain enrollment. Dr. Coyne responded that those data will be provided in the future. Trustee Zanotti would like to see data showing the effect of enrollment in programs from a financial perspective to have a total view of the enrollment efforts and effect. Chair Zachariah asked what data is being used to show the unemployment rate broken up by cities. Dr. Coyne responded that the data is available and will be provided and introduced Dr. Erica Moore, Chief Data Officer, who added that the College uses the labor of bureau statistics to help get this data. President Haile commented that enrollment declines were due to various reasons including the pandemic and other things, and the College still looks at programs to determine if we are meeting market employment needs.

3. Broward College FY23-24 Assumptions and Guidelines

**Presenter(s):** John Dunnuck, Senior Vice President, Finance and Operations

John Dunnuck, Senior Vice President of Finance and Operations, gave a presentation on Broward College Fiscal Year 2023-2024 Budget Guidelines.

Vice Chair Agrawal if the College has looked for other options for a healthcare plan other than Cigna. Senior Vice President Dunnuck responded that the College has gotten a fully insured quote from Cigna recently and we asked the Florida College System Risk Consortium. The Florida College System continues to pursue entrance into the state healthcare plan. Vice Chair Agrawal suggested to look for other options other than Cigna and find out what is the best course of action. Vice Chair Agrawal also added for the College to reduce spending in the facilities area and encouraged the administration to look at the fixed costs in that area. Senior Vice President Dunnuck is looking into data to help reduce costs in that area.

Trustee Kushner commented on the College's enrollment revenue and what programs are impacting the College more from a revenue perspective. She encouraged the College to look at other options for healthcare insurance. Shannon Duarte, Senior Director of Employee Benefits responded that the College is exploring more options in that category. Trustee Kushner asked about the increasing dual enrollment numbers and what plan does the College has to help those numbers in the budget. Senior Vice President Dunnuck responded that the College is constantly paying more attention to this issue.

- 4. 2023 Mid-Session Legislative Update  
**Presenter(s):** Lacey Hofmeyer, General Counsel and Vice President, Public Policy and Government Affairs

Lacey Hofmeyer, General Counsel and Vice President of Public Policy and Government Affairs, gave a presentation on the 2023 Mid-Session Legislative Update.

Vice Chair Agrawal asked how House Bill 679 affects the college partnership with countries in China and Vietnam. Vice President Hofmeyer responded that this statute does not void the contracts with the partners and the College, but in the future that the College needs to renew the contract it will need an approval from the State Board.

**VII. ACTION AGENDA**

**A. Academics**

- 1. Recommendation that the Broward College Board of Trustees authorize the bid waiver (sole source) and agreement with Anatomage, Inc. (ITS-2023-077-OA) for virtual dissection tables on all Broward College campuses to support the Nursing Department & related programs. Fiscal Impact: Estimated \$690,550.00.  
**Presenter(s):** Dr. Nichole Vaughan, Interim Dean, Academic Affairs, Science Pathway  
 Jamonica Rolle, Vice Provost, Academic Affairs

Chair Zachariah called for a motion to authorize the bid waiver (sole source) and agreement with Anatomage, Inc. (ITS-2023-077-OA) for virtual dissection tables on all Broward College campuses to support the Nursing Department and related programs. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough. The motion passed unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |

- 2. Recommendation that the Broward College Board of Trustees accept the revisions to Policy 6Hx2-4.30 Course Outlines. Fiscal Impact: None.  
**Presenter(s):** Jamonica Rolle, Vice Provost, Academic Affairs

Chair Zachariah called for a motion to accept the revisions to Policy 6Hx2-4.30 Course Outlines. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough. The motion passed unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |

- 3. Recommendation that the Broward College Board of Trustees adopt Policy 6Hx2-4.31 Professional Licensure Disclosures. Fiscal Impact: None.

**Presenter(s):** Jamonica Rolle, Vice Provost, Academic Affairs

Chair Zachariah called for a motion to accept the revisions to Policy 6Hx2-4.31 Professional Licensure Disclosures. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough. The motion passed unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |

**B. Administration**

1. Recommendation that the Broward College Board of Trustees authorize the bid waiver (piggyback) with Flotech Environmental LLC (ITB 22-B-112LS) to provide services for cleaning and sewer line video inspections. Fiscal Impact: Estimated \$200,000.00 (cumulative \$600,000.00).

**Presenter(s):** John Dunnuck, Senior Vice President, Finance and Operations

Chair Zachariah called for a motion to authorize the bid waiver (piggyback) and agreement with Flotech Environmental LLC (ITB 22-B-112LS) to provide services for cleaning and sewer line video inspections. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough.

Trustee Kushner asked how the College determines if the cost is reasonable and also about the preparation of these types of unexpected costs. Senior Vice President Dunnuck responded that the College has done a competitive solicitation to find out who has the best bid and overall product which is encouraged by the State of Florida to use piggybacks. He also added that this type of cost is more of a inspection service to avoid unexpected costs or repairs. Trustee Yarbrough asked if this company offers full service and does it include maintenance a plan. Senior Vice President Dunnuck confirmed that it does include a full service.

The motion passed unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |

2. Recommendation that the Broward College Board of Trustees authorize an increase in fiscal authority to the E&I Cooperative Services Contract EI00063-Cloud Solutions and Services Distributor with Carahsoft Technology Corporation and the agreement with Informatica, LLC for the purchase of a cloud data management and data integration tool. Fiscal Impact: Estimated \$900,000.00 (cumulative \$3,230,557.53).

**Presenter(s):** Tony Casciotta, Vice President, Information Technology

Trustee Agrawal moved to the table the increase in fiscal authority for the E&I Cooperative Services Contract with Carahsoft Technology Corporation, and agreement with Informatica,

LLC for the purchase of a cloud data management and data integration tool. Trustee Yarbrough seconded. The motion passed unanimously.

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| <b>RESULT:</b>   | <b>TABLED [UNANIMOUS]</b>  | <b>Next: 4/25/2023 11:00 AM</b> |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair  |                                 |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee  |                                 |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Zanotti, Trustee Kushner |                                 |

- 3. Recommendation that the Broward College Board of Trustees authorize the bid waiver (piggyback) and amendment with Continental Service Group, Inc. d/b/a ConServe for a two-year contract renewal. Fiscal Impact: Estimated \$630,000.00 (cumulative \$2,227,320.00).

**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer

Chair Zachariah called for a motion to authorize the bid waiver (piggyback) and amendment with Continental Service Group, Inc. d/b/a ConServe for a two-year contract renewal. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough. Chair Zachariah declared a conflict of interest and abstained from voting. The motion passed unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                             |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair                              |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee                              |
| <b>AYES:</b>     | Vice Chair Agrawal, Trustee Yarbrough, Trustee Kushner |
| <b>ABSTAIN:</b>  | Chair Zachariah  |
| <b>ABSENT:</b>   | Trustee Zanotti  |

- 4. Recommendation that the Broward College Board of Trustees authorize the agreement with B-3-1 LLC d/b/a FleetForce Truck Driving School as a sub-recipient to train individuals for commercial driver's licenses through the Florida Job Growth Workforce Education Grant from the Florida Department of Economic Opportunity. Fiscal Impact: Estimated \$1,818,700.00.

**Presenter(s):** Kareen Torres, Vice President, Workforce Education and Innovation

Chair Zachariah called for a motion to authorize the agreement with B-3-1 LLC d/b/a FleetForce Truck Driving School as a sub-recipient to train individuals for commercial driver's licenses through the Florida Job Growth Workforce Education Grant from the Florida Department of Economic Opportunity. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>  |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair   |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee   |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Kushner |
| <b>ABSENT:</b>   | Trustee Zanotti   |

**VIII. CONSENT AGENDA BC**

Chair Zachariah asked if anyone would like to remove any items from the Consent Agenda for separate discussion.

Hearing none, Chair Zachariah called for a motion to approve the Consent Agenda. Vice Chair Agrawal made the motion with a second by Trustee Yarbrough. The motion passed unanimously, and a list of those items are:

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>  |
| <b>MOVER:</b>    | Akhil Agrawal, Vice Chair   |
| <b>SECONDER:</b> | Alexis Yarbrough, Trustee   |
| <b>AYES:</b>     | Chair Zachariah, Vice Chair Agrawal, Trustee Yarbrough, Trustee Kushner |
| <b>ABSENT:</b>   | Trustee Zanotti   |

**A. Administration**

1. Recommendation that the Broward College Board of Trustees authorize the January 2023 warrants. Fiscal Impact: \$21,436,268.00.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer
2. Recommendation that the Broward College Board of Trustees authorize the February 2023 warrants. Fiscal Impact: \$44,986,743.00.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer
3. Recommendation that the Broward College Board of Trustees authorize the employment of full-time and part-time personnel and resignation and termination of personnel. Fiscal Impact: None.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture
4. Recommendation that the Broward College Board of Trustees authorize the renewal of annual faculty contracts for 2023-2024. Fiscal Impact: None.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture
5. Recommendation that the Broward College Board of Trustees authorize the award of continuing faculty contracts for 2023-2024. Fiscal Impact: None.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture
6. Recommendation that the Broward College Board of Trustees authorize the approval of the updated standard Annual Contract of Employment for Administrative Personnel of Colleges. Fiscal Impact: None.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture
7. Recommendation that the Broward College Board of Trustees accept the revisions to Policy 6Hx2-3.02 Recruitment, Selection, and Assignment of Personnel. Fiscal Impact: None.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture
8. Recommendation that the Broward College Board of Trustees accept the revisions to Policy 6Hx2-3.49 Supplemental Positions and Additional Duty Assignments for Administrators and Staff. Fiscal Impact: None.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture



9. Recommendation that the Broward College Board of Trustees accept the revisions to Policy 6Hx2-6.03 Financial Records and Reports. Fiscal Impact: None.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer
  
10. Recommendation that the Broward College Board of Trustees accept the revisions to Policy 6Hx2-6.05 Transfer of Funds. Fiscal Impact: None.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer
  
11. Recommendation that the Broward College Board of Trustees accept the revisions to Policy 6Hx2-6.08 Expenditures of Auxiliary Funds. Fiscal Impact: None.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer
  
12. Recommendation that the Broward College Board of Trustees accept the revisions to Policy 6Hx2-6.09 Bank Depositories. Fiscal Impact: None.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer

#### **IX. INFORMATION ITEMS**

President Haile reported on recent events at Broward College and awards given to Broward College and its employees. He discussed items relevant to events and happenings at the College over the last month.

#### **X. ADJOURNMENT**

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Gregory A. Haile, J.D.  
President, Broward College

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Zachariah P. Zachariah, Jr.  
Chair, Board of Trustees