

**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  
September 26, 2023**

**I. CALL TO ORDER**

The regular meeting of the District Board of Trustees of Broward College was called to order at 1:00 p.m. on Tuesday, September 26, 2023, by Chair Alexis Yarbrough at the Judson A. Samuels South Campus, 7200 Pines Boulevard, Building 66 139-156 Pembroke Pines, FL 33024. In attendance were Chair Alexis Yarbrough (physical), Vice Chair Zachariah P. Zachariah, Jr. (physical), Trustee Akhil K. Agrawal (physical), Trustee Cindy Kushner (physical), Trustee Mario Zanotti-Cavazonni (physical), and General Counsel Lacey D. Hofmeyer (physical).

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

**II. PLEDGE OF ALLEGIANCE**

Chair Yarbrough welcomed everyone to the September meeting of the District Board of Trustees. Chair Yarbrough called on Dr. Jeffrey Nasse, College Provost and Senior Vice President of Academic Affairs, Student Services, and College Operations to lead in the Pledge of Allegiance. The Mission Statement of Broward College was read into the record by Trustee Kushner.

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

Chair Yarbrough stated that Florida Statute 120.525 allows the College to change the published agenda for good cause shown and based upon that authority, the College amended the following items: Item 6.1 was modified to update the backup documentation; item 7.1 was modified to update the backup documentation; item 7.2 was modified to update the backup documentation, item 7.3 was removed; item 7.4 was renumbered to item 7.3 and modified to update the backup documentation; item 7.5 was renumbered to 7.4 and modified to update the backup documentation; item 8.b.1 was modified to update the backup documentation.

Chair Yarbrough called for a motion to accept the amended agenda and acknowledgment of the public notice. Trustee Kushner made the motion with a second by Vice Chair Zachariah. The motion passed unanimously.

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Cindy Kushner, Trustee
<b>SECONDER:</b>	Zachariah Zachariah, Vice Chair
<b>AYES:</b>	Zachariah, Agrawal, Yarbrough, Zanotti, Kushner

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

Chair Yarbrough called for a motion to approve the minutes of the 10:00 am workshop of the Board of Trustees Meeting of August 23, 2023, the 1:00 pm workshop of the Board of Trustees Meeting of August 23, 2023, the 9:00 am workshop of the Board of Trustees Meeting of August 24, 2023, the minutes of the Board of Trustees Regular Meeting of August 29, 2023, the Board of Trustees emergency meeting of September 14, 2023. Vice-Chair Zachariah moved to amend the minutes to include his abstention form to the Regular Meeting of the August 29, 2023 as an appendix to the minutes and called for a vote to approve the minutes as amended. Trustee Agrawal seconded the motion. The motion passed unanimously.

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

## V. PUBLIC SPEAKERS

Chair Yarbrough called on Lacey D. Hofmeyer, General Counsel and Vice President for Public Policy & Government Affairs for registered speakers. Ms. Hofmeyer stated that there were three registered speakers.

The first speaker was Mr. Dean Harley, mathematics, South Campus. Mr. Harley advocated on behalf of the faculty of Broward College for compensation and insurance. He stated that the salary for Broward College staff is not commensurate to the raise in insurance. He proposed a solution: raise tuition by \$5 per credit hour. Dean Harley asked the Board to give employees a raise of more than 3%, do not approve the costs of insurance premiums for faculty, and raise tuition from \$2,830 to \$2,950 per year. He said the faculty are disgruntled and upset with respect to these issues.

The second speaker was Jeanne Christ, chair of the Faculty Senate advocacy committee. Ms. Christ has been at the College for nearly 30 years as an administrator and as part of the faculty. She stated that she believes Broward College is dysfunctional. Ms. Christ believes administrators are cherry picking classes for themselves before offering the classes to faculty. She feels as though the faculty do not understand how the class scheduling is chosen. Ms. Christ stated that removing online live classes was a poor decision by administration. She stated that the College is not broken and new leadership can turn the College back around.

The third speaker was Kathleen Cannon, CEO for United Way of Broward County. Ms. Cannon stated that there are a lot of projects that Broward College and the United Way collaborate on. She said the College is making an impact and the engagement in the community would not have happened without President Haile. She believes it will be harmful if President Haile leaves the College.

## VI. PRELIMINARIES

Chair Yarbrough acknowledged President Haile's presence in the audience. She stated that on September 13, 2023, President Haile tendered his resignation as President of the College. An emergency of the Board was held on September 14, 2023. She said one of the items on the agenda was to accept the resignation of President Haile; however, the item was not taken up by the Board at that time. Since that time, the College has worked with legal counsel regarding the situation. President Haile has retained his own outside legal counsel, who informed the Board on September 15, 2023, that President Haile will not continue as President of the College. Some Trustees have discussed the situation with President Haile. Chair Yarbrough stated that the Board will accept Mr. Haile's wishes and thanked him for his dedication to Broward College. Chair Yarbrough acknowledged that President Haile will help with the transition at the College to new leadership.

Chair Yarbrough then opened discussion about the acting President position. She noted that she conferred with Talent and Culture department at the College. Sophia Galvin, Vice President of Talent and Culture, she said, confirmed there is a plan for succession. The provost is next in line, Dr. Jeffrey Nasse who has been taking on some of the duties of the President in the interim. However, Chair Yarbrough said the College needs a formal acting president. She said the position can also go to the senior Vice President, or any employee of the College, or anyone the Board so decides. Chair Yarbrough said she spoke to General Counsel Hofmeyer who said that at other colleges and universities it is customary to select an internal or external candidate in this situation who has a current relationship with the College, or someone who was a former employee, past President, or past Trustee. Chair Yarbrough asked the other Trustees how they would like to proceed.

Chair Yarbrough said one way to select the acting President of the College is to seek out a current employee, past employee, or past Trustee to ensure that the selection is an individual who has knowledge of the inner workings of the College. The Chair suggested that they could ask Vice President Galvin to advertise the position of acting President for a period of five days and then notice any potential interviews in seven days. She said each Trustee would submit questions to Vice President Galvin prior to the interviewees. Chair Yarbrough suggested that she would work with Vice President Galvin on interview questions. She would like to invite the faculty to submit questions as well as student government. All questions should be submitted to Vice President Galvin. Chair Yarbrough asked that the Board work quickly and deliberately.

Vice Chair Zachariah agreed that the Board must act quickly, deliberately, and thoughtfully.

Trustee Kushner agreed with the process outlined by Chair Yarbrough.

Trustee Zanotti-Cavazzoni agreed and said the Board should act fast, but should implement the process that the Chair presented.

Trustee Agrawal agreed to implement the process the Chair proposed. He discussed the issue of the formal nature of the functioning of a public board which cannot communicate outside board meetings. Trustee Agrawal moved to appoint the Chair to deal with the process of seeking candidates for interim President of the College. Here said there is a risk with accreditation if the team at the College is not fully focused.

Chair Yarbrough responded by stating that in the absence of a President, Dr. Nasse, as provost, acts as President as a matter of succession. Vice President Galvin agreed.

Chair Yarbrough offered to undertake discussions with Mr. Haile regarding his departure from the College, so long as the Board approves. Trustee Agrawal made a motion to delegate authority to Chair Yarbrough to oversee the presidential transition process, which was seconded by Trustee Kushner. Trustee Zanotti-Cavazzoni asked for clarity, and Trustee Agrawal clarified that it is to make the process sufficient so one person speaks on behalf of the Board during the presidential transition process. The motion was approved unanimously.

Chair Yarbrough asked General Counsel Hofmeyer if there was anything else needed for this transition process. General Counsel Hofmeyer cited College Policy 6Hx2-1.07 that states when ultimately the position of President becomes vacant, the Board may appoint an acting President. General Counsel Hofmeyer said that there are a variety of circumstances for state and federal compliance purposes where the College needs to point to who the President is. So, the Board, will need a formal appointment of a president for compliance purposes.

Chair Yarbrough asked General Counsel Hofmeyer to notice a meeting seven days from the date of this Board Meeting to conduct interviews of any candidates who apply for the acting president position and to agenda a motion to appoint the acting President of the College. Chair Yarbrough asked General Counsel Hofmeyer if she is concerned about the College's status during that seven-day period. General Counsel Hofmeyer said no.

Chair Yarbrough then asked Vice President Galvin whether there was anything the Board has overlooked, and Vice President Galvin said no.

Trustee Zanotti-Cavazzoni made a point of clarification of the proposed process, and Chair Yarbrough stated that General Counsel Hofmeyer will notice a meeting in seven days. Vice President Galvin will publish a notice seeking applicants for acting president with the following qualifications: the candidate has to be a current employee, former employee, or a former Trustee of the College. The deadline for submission is five days from

the date of this Board meeting. Two days after that deadline, the Board will convene to interview and hire an acting President. Chair Yarbrough asked faculty and the student government to submit questions. All questions must be in during the next five days. Chair Yarbrough stated that Vice President Galvin and the Chair will meet and consolidate the questions. All candidates will get asked the same questions. The Chair will read the questions to the candidates. Chair Yarbrough asked Vice President Galvin if all the candidates should be asked the same questions. Vice President Galvin agreed.

Chair Yarbrough proposed that all interviews to be under one hour. Following the interviews, the Board will move to appoint an acting President and deliberate. Vice President Galvin will review the duration of the contract and compensation and terms for the appointed President.

Trustee Zanotti-Cavazzoni asked Vice President Galvin to propose a compensation package to the Board and then to put the package in the advertisement for the position. Vice President Galvin agreed and said she will post the job with the compensation package included. The provost will approve the advertisement.

Trustee Zachariah then thanked President Haile for his service. Trustee Zanotti-Cavazzoni also thanked President Haile and said that President Haile had great achievements. Trustee Agrawal also thanked President Haile and said he hopes he stays involved with the College.

President Haile then came to the podium and addressed the Board and audience. President Haile said he wants everyone to continue to focus on the tremendous value the institution brings to the community. He said his greatest gift is to be sitting in the seat of President at the College and that Broward College brought his vision to life. He thanked everyone.

## VII. PRESENTATIONS

1. Monthly Financial Update - *Back-up Updated*

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

Rabia Azhar, Vice President, Procurement and Chief Financial Officer gave a presentation on the monthly financial statements for August 31, 2023, of the current fiscal year.

Chair Yarbrough inquired as to how much HEERF funds the College had received. Ms. Azhar responded that \$53 million represents the lost revenue drawdown that goes straight to unrestricted funds. The total award of HEERF funds is approximately \$197 million across all funds.

Chair Yarbrough asked whether in 2020 and 2021 the College would have been in a deficit without HEERF funding, and will break even in 2022, and 2023. Ms. Azhar agreed.

Trustee Zanotti-Cavazzoni asked what are the sources for the increase in revenues. Ms. Azhar stated that she would follow up with the Board. Trustee Zanotti-Cavazzoni said it is important to know the sources of revenue to understand how sustainable a particular source is. Ms. Azhar said revenues have come from, among others, HEERF funds and a \$30 million donation. Trustee Zanotti-Cavazzoni asked the Ms. Azhar to dive into it to see if the other revenues are sustainable. Ms. Azhar said she will address this question with the Board in the future.

Trustee Zanotti-Cavazzoni cited to the first public speaker to inquire about increasing the tuition per credit hour. Trustee Zanotti-Cavazzoni asked if unless the legislature decides to give the College appropriations the College won't necessarily increase its revenues year to year. Ms. Azhar explained that there has only been one minor

decrease of funds from the state since she has sat in her seat. There are consistent increases in state appropriations and are they considered reoccurring revenue.

Chair Yarbrough said there is a longstanding policy in the state that the state legislature provides money to colleges like Broward College to keep costs low for the students. The last time Broward College raised tuition Tallahassee did not well receive it. The legislature expects Broward College to keep tuition low. Trustee Zanotti-Cavazzoni appreciated the clarification on why the tuition is what it is. The first speaker may not have understood that the challenges with raising tuition. Trustee Zanotti-Cavazzoni suggested that perhaps the College bring the tuition and salary concerns to the Legislature. He noted that there is a difference between organic revenue and funded revenue and suggested that in the future this be emphasized in presentations.

Trustee Agrawal said that there is a state funding formula that gets the College its allocation from the state. He said the Board should ask management to prioritize the things that best serve the community because that will drive the core revenue.

Trustee Zanotti-Cavazzoni said he would like more clarification on how the College receives its funding and how it sets tuition rates because we don't want anyone in the College to think we don't care, because we do. The whole college community needs to understand the numbers.

Vice Chair Zachariah said that for purposes of revenue, the College's focus must be enrollment.

Trustee Agrawal asked the Chief Financial Officer for the next budget cycle to see the \$102 million in 2022 and 2023 broken into what is reoccurring revenue and what is discretionary, as well as state appropriations and type.

Chair Yarbrough asked what the minimum reserve is that the state requires the College to hold. Ms. Azhar replied, 7%. Chair Yarbrough said that if the College is spending 95 cents on every dollar, then the College does not have the 7% the state requires. Ms. Azhar agreed.

Chair Yarbrough observed that since 2019 if the College took HEERF out of the calculations, the College's opX would not have even permitted the College to have the minimum reserves required by the state. Again, Ms. Azhar agreed. Chair Yarbrough said that as the College plans, the College needs to save its 7% first and then plan for our expenditures, and the numbers show that the College must spend less. Trustee Agrawal said it's important to have the visuals to explain the financials. We want to figure out a way that every year we are generating enough revenue to have the 7% required for minimal reserves put away.

Trustee Kushner said that collectively the Board and administration are going in the right direction in terms of analyzing the data. The CFO has done a great job analyzing everything by department and by function. The Board can't analyze the cost vs. benefit of our offerings until we get into the disciplines. We have to decide when we have all the information we want, to have a strategy meeting to decide what we do with all the information. She said we need to see where the big decline in enrollment is and once we have the financial information we can make decisions to help the areas of concern.

Trustee Agrawal said that the students are voting through their registration process. We have lost 30% of our student buyers. Whatever they want more of, the College has a need to spend more on those areas. Whatever students want less of, the College has to eliminate expenses in those areas. We want the next leadership to support the things that are working and start pulling back on what is not working.

Vice Chair Zachariah said that the College must make sure that the employer demand exists for our offerings. We have to make sure people are getting a return on their investment when they come to Broward College and are finding jobs.

Trustee Zanolotti-Cavazzoni said the department heads need to have visibility on these financial numbers in order to manage their resources. CFO Azhar said that the cost center heads and department managers at the College have access to their budget to actuals so they know at all times their available and expended resources.

Trustee Agrawal stated that everything looks stable other than the \$5.6 million increase in expenses. He asked for a supplemental explanation to see what is driving the expense increase.

Chair Yarbrough about Fund 2 and its purposes, and CFO Ms. Azhar stated that it is the fund for student activities fees. Chair Yarbrough then asked whether grants was also in Fund 2, and Ms. Azhar said yes.

Chair Yarbrough said that when it comes to grants, we have great information from the CFO, but in the future the Board would like greater visibility on all grants that the College receives in order to have a wholistic view of strategy and efficiency.

The Board took a recess at 2:20 p.m. and resumed the meeting at 2:30 pm.

2. Performance Metric Review: Monthly Update - *Back-up Updated*  
**Presenter(s):** Renee Law, Vice President Strategy, Assessment, and Research

Renee Law, Vice President, Strategy, Assessment, and Research gave a presentation on the College's performance metric review.

Trustee Zanolotti-Cavazzoni commented on the marketing pilot topic and wants to know how much we spend per person, who actually gets enrolled, and which students pay tuition and fees. He notes that based on the metric presentation it costs \$7,000 to bring a student into the College and moves into payment status. Trustee Zanolotti-Cavazzoni would like to know how long that person stays, and whether we would be making the money back per student on this marketing pilot initiative. If we don't make the money back, then every student that comes through the door is a cost. Trustee Agrawal added that at some point the cost of marketing per student exceeds what the college is making from the student. We need to be mindful of that. Chair Yarbrough said that she wants a slide next month to reflect the life cycle of a paying student brought in from marketing.

Ms. Law said that the students reflected in the presentation might be paid taking one class, which might be three credits, or taking a full term of classes, or they might have fifteen credits. It all depends on that individual student, and their pay for each individual term or semester that they're registered.

Trustee Zanolotti-Cavazzoni said that we have big marketing costs, so we need to have a way to show how much we are making for the costs. Ms. Law said that the College will work on that for next month. Chair Yarbrough asked for a comparison charts to show how we are doing in these metrics with other comparable institutions. Trustee Zanolotti-Cavazzoni added that he wants to know what other institutions are doing well to produce good metrics on graduation rates and job placement.

Dr. Nasse interjected that full time students typically complete their program, and therefore pursuing students to attend full time should have a greater focus in the future.

Trustee Kushner asked how many students at the College are children of employees of the college? Dr. Nasse and Ms. Law responded that they will pull that information.

Trustee Agrawal reiterated that there is an opportunity to collaborate with businesses in the community for employment opportunities.

Trustee Zanutti-Cavazzoni asked if 37% of Broward College students go forward and complete their studies? Ms. Law replied, yes. Trustee Zanutti-Cavazzoni said he would like to see the institutions that Broward College Students most frequently transfer to. Ms. Law responded that it's FIU, FAU, and UCF.

Chair Yarbrough said on transfer rates, she would like to know how the College maintains relationships with the universities that Broward College for purposes of transfer. She wants to get an assessment on how well the collaboration is working and whether it can be improved.

Trustee Agrawal said he wants to look at the metrics in a time series to see if the College is getting better or worse in key areas so we can figure out what we are doing well and what we need to improve on. He said he wants to see where our peer colleges are doing better than us in metrics, find out what they are doing better, and see if we can do the same.

3. Broward College Foundation, Inc. - *Back-up Updated*  
**Presenter(s):** Megan Cottle, Vice President, Advancement and Executive Director Broward College Foundation

Megan Cottle, Vice President, Advancement and Executive Director Broward College Foundation gave a presentation on the status of the Broward College Foundation.

Chair Yarbrough wanted to know what our fiscal year 2021 cost per dollar raised was without the McKenzie Scott donation. Ms. Cottle responded that she will get that information for the Board.

Chair Yarbrough said she wants to see how much money the College is leaving unused from the Foundation each year to understand where the barriers are. Chair Yarbrough would like to understand the sources and uses in detail of the Foundation's funds. Ms. Cottle responded that she will provide further information to the Board.

Trustee Agrawal said he would like to see the expenditures from the Foundation and what they are for, particularly the use of the funds from the McKensie Scott gift. Dr. Coyne offered to provide that information in supplementally or through a presentation to the Board. Trustee requested a schedule of expenditures. Dr. Coyne replied that they will send the breakdown of expenditures to the entire Board.

Trustee Zanutti-Cavazzoni asked how they calculate the cost to raise a dollar? Ms. Cottle responded, operating expenses and salary and fringe, divided by dollars raised.

Chair Yarbrough asked that the College provide a list of events to the entire Board, and General Counsel Hofmeyer said that she and Dr. Nasse will draft a list of College events to provide to the Board.

Chair Yarbrough stated that Ms. Cottle has only been with the College for ninety days and that she has shined. She said that Ms. Cottle has provided so much data and information on the Foundation. Chair Yarbrough concluded by asking for Ms. Cottle and Trustee Zachariah to study the Direct Support Organization policies, and to provide proposals in the future.

Trustee Zanutti-Cavazzoni said that if we remove the Mackenzie Scott donation from 2021, it appears the Foundation was spending .80 cents on the dollar, but we are budgeting for less. There is an issue for what we

think it should be and what it was already budgeted to be. Ms. Cottle stated that the Foundation is currently considering a new budget proposal.

Chair Yarbrough said that she would like to see detailed information on the overhead associated with the Foundation.

For the next presenter, Chair Yarbrough noted that the Board's goal is to keep Board meetings to two hours and under, and asked for the presenters to be concise in their presentations.

4. Broward College Investments - *Back-up Updated*

**Presenter(s):** Phillip A Scherrer, CFA, CAIA; Fund Evaluation Group, Inc.

Phillip A Scherrer, CFA, CAIA; Fund Evaluation Group, Inc., gave a presentation on the status of the investments for Broward College.

Trustee Kushner started questions that we have \$20 million in unrealized loss for 2022 for the Foundation, and then it became a \$10 million loss for 2023. She asked if the College and the Foundation are taking advantage of the high interest rate environment. Mr. Scherrer responded that they have not explicitly done a bond ladder. The different investment pools have distinctly different kind duration profiles. The \$20 million loss was a very unique point in time. Year 2021 ended with all-time highs across all markets. The year prior 2022 was the year where rates increased substantially over a 12-month period. So, it hit most core elements of any kind of diversified portfolio. The Foundation has an investment horizon that is longer. The Foundation does not invest for a one-year window. Ms. Kushner questioned the level of risk we are using because the College is not gaining anything. She said there is also a couple million-dollar loss with the \$30M McKensie Scott donation as well. She asked that this needs to be evaluated more closely. Trustee Kushner asked how the College manages FDIC risk. Mr. Scherrer answered by stating that there are no uninsured balances sitting on a bank balance sheet and no investments sitting outside unmanaged funds. There are also no CDs sitting anywhere.

Trustee Kushner asked the total expenses are for managing these investments. Mr. Scherrer responded that for the College it's 5 basis points, and 9 basis points for the Foundation.

Trustee Kushner also asked if Mr. Scherrer could describe how the Foundation took advantage of the high interest rates over the last couple of years. Mr. Scherrer responded that both pools, the College and the Foundation, took steps to reduce the duration profiles. This helped protect on margin. They have also lengthened the duration in the portfolios more recently to lock in the high interest rates longer.

Trustee Kushner then asked, regarding the Mackenzie Scott gift, how was that money invested when that money came in? Mr. Scherrer responded that they chose a dollar cost average approach from June of 2021 over the next couple of quarters, then phasing it in to be invested alongside the rest of the Foundation's assets. He said ultimately this is a Board decision at the Foundation so that was also earning return as part of its longer-term vision.

Trustee Agrawal said that it feels like we might be optimizing the pieces and parts, but suboptimizing the total. He doesn't view the College and Foundation separately. He also said the short-term allocation is too high and that the overall returns on an aggregate basis seem like we are suboptimizing performance. He said we need to be thinking about our money as an earning asset and as a safety net. Trustee Agrawal also suggested that they need to look at the best in class in the market and see what we can do. We need to understand duration and risk tolerance first then we can discuss allocation. Mr. Scherrer agreed and said they can evaluate everything more closely.



Trustee Kushner stated that she wants to bridge the gap on the responsibility of the Board with investments. Vice Chair Zachariah agreed and said that they have a lot of work to do on collaboration between the Board and the Foundation with regard to investments.

Chair Yarbrough stated that she wants to know if the College should be getting quarterly updates on its investments. She said she wants more efficiency between the College and the Foundation especially between the CFOs of each and wants to develop a policy to reflect same.

Trustee Agrawal said he wants to know how the College and the Foundation interact, how we think they should interact, and then figure out the pathway from there for policies. From an investment perspective we should view it as one portfolio and what are the immediate and long-term cash needs. Trustee Kushner agreed with and said she wants to take a step back to think about how this should work. Vice Chair Zachariah also agreed and said that we should come up with a framework of how everything should work.

Trustee Kushner asked how Broward College compares to the other investment profiles of other schools. Mr. Scherrer said it’s specific to each school’s financial situation. Some have more risk because they can handle it, others don’t.

Chair Yarbrough said she will leave Vice Chair Zachariah and VP Cottle to come back with proposals and recommendations with how to move forward.

**VIII. ACTION AGENDA**

**A. Academics**

- 1. Recommendation that the Broward College Board of Trustees authorize the 2023 Florida College System Affordability Report. Fiscal Impact: None.  
**Presenter(s):** Dr. Donald Astrab, Vice Provost, Academic Operations, Analytics, & Communication

Chair Yarbrough called for a motion to authorize the 2023 Florida College System Affordability Report. Vice Chair Zachariah made the motion with a second by Trustee Kushner. The motion passed unanimously.

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

**B. Administration**

- 1. Recommendation that the Broward College Board of Trustees authorize the 2023 Broward College Spending Plan. Fiscal Impact: None. *- Back-up Updated*  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer

Chair Yarbrough called for a motion to authorize the 2023 Broward College Spending Plan. Vice Chair Zachariah made the motion with a second by Trustee Kushner.

Trustee Agrawal said this is a significant increase from June where management proposed at \$10 million place holder. That is a \$27 million difference. Trustee Agrawal asked for management to provide an explanation as to why the placeholder increased so much since the budget cycle earlier in the year.

Raj Mettai, Chief Information Officer, replied that, given the need to create a spend plan for state compliance purposes, the total now includes seven-years worth of subscription fees, which would have been included in the budgets in future years, which is why the number is higher. CIO Mettai offered to fully address this at an upcoming workshop. The \$27 million will include the fees and subscription costs.

Trustee Agrawal asked should this be in our spend down plan since it will be spent over the next 7 years? Ms. Azhar replied yes, it could be. Trustee Agrawal said he is looking forward to the discussion to understand how we could have that big of a miss.

The motion passed unanimously.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Zachariah Zachariah, Vice Chair
<b>SECONDER:</b>	Cindy Kushner, Trustee
<b>AYES:</b>	Zachariah, Agrawal, Yarbrough, Zanolotti, Kushner

2. Recommendation that the Broward College Board of Trustees authorize the bid waiver (piggyback) and three year agreement with Adobe, Inc. for the Adobe Creative Cloud Enterprise ETLA software. Fiscal Impact: Estimated \$687,256.19, spent over three years.  
**Presenter(s):** Raj Mettai, Vice President, Information Technology

Chair Yarbrough called for a motion to authorize the bid waiver (piggyback) and three-year agreement with Adobe, Inc. for the Adobe Creative Cloud Enterprise ETLA software. Trustee Agrawal made the motion with a second by Trustee Zanolotti-Cavazonni. The motion passed. Vice Chair Zachariah abstained.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Akhil Agrawal, Trustee
<b>SECONDER:</b>	Mario Zanolotti, Trustee
<b>AYES:</b>	Agrawal, Yarbrough, Zanolotti, Kushner
<b>ABSTAIN:</b>	Zachariah

3. Recommendation that the Broward College Board of Trustees authorize an increase in fiscal authority for the Workday Extend subscription approved via bid waiver (information technology) for the use of Workday Enterprise Cloud Application college-wide. Fiscal Impact: \$42,500.00 (cumulative total \$2,458,940.00).  
**Presenter(s):** Raj Mettai, Vice President, Information Technology

Chair Yarbrough called for a motion to authorize an increase in fiscal authority for the Workday Extend subscription approved via bid waiver (information technology) for the use of Workday Enterprise Cloud Application college- wide. Trustee Agrawal made the motion with a second by Trustee Zanolotti-Cavazonni. Vice Chair Zachariah abstained from the vote due to a conflict of interest. The motion passed.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Akhil Agrawal, Trustee
<b>SECONDER:</b>	Mario Zanotti, Trustee
<b>AYES:</b>	Agrawal, Yarbrough, Zanotti, Kushner
<b>ABSTAIN:</b>	Zachariah

- 4. Recommendation that the Broward College Board of Trustees authorize the renewal of the Group Health and Pharmacy Plan with Cigna under the parties' current agreement (RFP-2017-109-ZR) for a fully insured health plan. Fiscal Impact: \$21,746,512.08.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture

Chair Yarbrough called for a motion to authorize the renewal of the Group Health and Pharmacy Plan with Cigna under the parties' current agreement (RFP-2017-109-ZR) for a fully insured health plan. Trustee Agrawal made the motion with a second by Trustee Zanotti-Cavazonni. Vice Chair Zachariah abstained from the vote due to a conflict of interest. The motion passed.

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

- 5. Recommendation that the Broward College Board of Trustees authorize the renewal with Cigna Health and Life Insurance Company under the parties' current agreement (RFP-2020-075-OA) to provide the College's Group Dental Insurance. Fiscal Impact: Estimated \$749,484.60 (cumulative \$2,059,227.60).  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture

Chair Yarbrough called for a motion to authorize the renewal with Cigna Health and Life Insurance Company under the parties' current agreement (RFP- 2020-075-OA) to provide the College's Group Dental Insurance. Trustee Agrawal made the motion with a second by Trustee Kushner. Vice Chair Zachariah abstained from the vote due to a conflict of interest. The motion passed.

Trustee Kushner asked if the dental and life insurance were always fully insured. Vice President Galvin replied, yes.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Akhil Agrawal, Trustee
<b>SECONDER:</b>	Cindy Kushner, Trustee
<b>AYES:</b>	Agrawal, Yarbrough, Zanotti, Kushner
<b>ABSTAIN:</b>	Zachariah

- 6. Broward College Board of Trustees authorized the contract renewal with CIGNA (RFP-2019-188-OA ) to provide Life, AD&D and Long-term disability coverage for the College's full-time faculty and staff. Fiscal Impact: None.  
**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture

Chair Yarbrough called for a motion to authorize the contract renewal with CIGNA (RFP-2019-188-OA) to provide Life, AD&D and Long-term disability coverage for the College's full-time faculty and staff. Trustee Agrawal made the motion with a second by Trustee Zanotti-Cavazonni. Vice Chair Zachariah abstained due to a conflict of interest. The motion passed.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Akhil Agrawal, Trustee
<b>SECONDER:</b>	Mario Zanotti, Trustee
<b>AYES:</b>	Agrawal, Yarbrough, Zanotti, Kushner
<b>ABSTAIN:</b>	Zachariah

## IX. CONSENT AGENDA

Chair Yarbrough asked if anyone would like to remove any items from the Consent Agenda for separate discussion. Hearing none, Chair Yarbrough called for a motion to approve the Consent Agenda. Trustee Agrawal made the motion with a second by Trustee Kushner. The motion passed unanimously, and a list of those items are:

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

### A. *Academics*

1. Recommendation that the Broward College Board of Trustees ratify the termination of international center program agreements located in China. Fiscal Impact: Estimated \$211,617.00.  
**Presenter(s):** Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs  
Dr. Donald Astrab, Vice Provost, Academic Operations, Analytics, & Communication

### B. *Administration*

1. Recommendation that the Broward College Board of Trustees adopt changes to the Board of Trustees Self Evaluation Form (Policy 6Hx2-1.24). Fiscal Impact: None.  
**Presenter(s):** Renee Law, Vice President, Strategy, Assessment, and Research
2. Recommendation that the Broward College Board of Trustees accept the grant award for the for Project RENEW (Refugees Entering New Enterprises and Workforce) sponsored by the Florida Department of Children and Families via Church World Service, Inc. Fiscal Impact: Revenue \$323,010.00 (cumulative revenue \$2,497,087.00).  
**Presenter(s):** Karen Torres, Vice President, Workforce Education and Innovation
3. Recommendation that the Broward College Board of Trustees authorize the August 2023 warrants. Fiscal Impact: \$21,267,449.00.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer
4. Recommendation that the Broward College Board of Trustees authorize disposal, trade in, donation or sale by bid of surplus property assets for the months of February 2023 through September 2023. Fiscal Impact: None.  
**Presenter(s):** Rabia Azhar, Vice President, Procurement and Chief Financial Officer

5. 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
6. Recommendation that the Broward College Board of Trustees authorize the donation of athletic equipment to Broward County Public Schools. Fiscal Impact: None.  
**Presenter(s)** Dr. Donald Astrab, Vice Provost, Academic Operations, Analytics, & Communication

## X. INFORMATION ITEMS

The Board College addressed the information items listed on the agenda, and the board requested information on the following items:

3. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, David Rigby exercised the authority delegated by the Board to execute the lease agreement with Nova Southeastern University to rent space in the Simulation Center. Fiscal Impact: Revenue \$1,700,648.00.  
**Presenter(s):** David Rigby, Senior District Director, Business Development

Chair Yarbrough said she has spoken with Dr. Nasse and General Counsel Hofmeyer. She was surprised that the College entered into a five-year facilities rental agreement resulting in revenue of \$1.7 million without Board approval. She had some discussions about the process for long-term rentals and leases at the College, and she expressed concern that the staff is authorized to lease land or facilities without Board approval. She asked General Counsel Hofmeyer to look into the statutory authority regarding land and facilities. She asked whether the College administration has statutory authority to divest the College of property rights, short term or long term, without the approval of the Board. The Board's current contract signature delegation policy and procedure allows for the Administration to execute contracts so long as there is no money being expended, and has lead to a result whereby rentals and leases might be done without Board approval. Her opinion is that long-term leases and long-term rental agreements should be a Board decision.

General Counsel Hofmeyer said she will provide a memorandum of law to the Chair and develop a policy with the Contracts Committee to do what the Chair would like to accomplish. General Counsel Hofmeyer said Board Policy, 6Hx2-7.22 7.22, currently gives the President the authority to lease facilities without outside agencies. The Board Policy also states that the policy discourages long-term leases for land and can be amended to require Board approval. Chair Yarbrough said that for this specific agreement General Counsel Hofmeyer should work quickly on the legal review to makes sure it is okay. Mr. Rigby said that these contracts were considered at the highest level and had a legal review as to the contractual terms. Chair Yarbrough clarified that she did not consider the arrangement a bad deal or that the agreement did not receive the necessary internal approval. Instead, she would like to understand that law currently and also to consider an improved process given the Boards current sentiments regarding use of facilities.

4. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Jeffrey Nasse exercised the authority delegated by the Board to execute the Dual Enrollment Articulation Agreement with Broward County Public Schools for the 2023-24 and 2024-25 academic years. Fiscal Impact: Estimated revenue \$2,600,000.00 per academic year. **Presenter(s):** Stephanie Etter, Vice Provost, Academic Services and Learning

Chair Yarbrough asked if they could clarify who the two entities were. Dr. Nasse said one is generally Broward County public schools. The other is the College Academy.

## **XI. ADJOURNMENT**

Chair Yarbrough asked Joslyn Cassano to come to the podium. She said Ms. Cassano joined three weeks ago. She said that she is an example of a person who had a challenging onboarding experience as the communications director. She got challenged as soon as she started and has risen to the occasion. Chair Yarbrough said the Board is grateful. Everyone gave a round of applause.

Chair Yarbrough thanked the student trustee and is excited to work with the students on the interview questions for the acting President interviews.

There being no further business and no objection to adjourn, the meeting was adjourned at 4:18 p.m.

The videos can be found here:

Part 1:

[https://broward-edu.zoom.us/rec/play/U3pEe5gyyCOkdTEqoM9Rn-UowaLEiuYMPHj9xYI-A2TwcJ0TxQ3pM78Ueaas6mx4VJDwX\\_OYh3leY03y.vsQyn4S5NsbsJ9sB?canPlayFromShare=true&from=share\\_recording\\_detail&startTime=1695745344000&componentName=rec-play&originRequestUrl=https%3A%2F%2Fbroward-edu.zoom.us%2Frec%2Fshare%2FWY-WDDnOg1yLLfjmFIE9KZfQhnt7PEQgo4tmxUsfl0Zhp5zwsrauXzU7s7NkMxR.cOC57zq1bMnT6zdN%3FstarfTime%3D1695745344000](https://broward-edu.zoom.us/rec/play/U3pEe5gyyCOkdTEqoM9Rn-UowaLEiuYMPHj9xYI-A2TwcJ0TxQ3pM78Ueaas6mx4VJDwX_OYh3leY03y.vsQyn4S5NsbsJ9sB?canPlayFromShare=true&from=share_recording_detail&startTime=1695745344000&componentName=rec-play&originRequestUrl=https%3A%2F%2Fbroward-edu.zoom.us%2Frec%2Fshare%2FWY-WDDnOg1yLLfjmFIE9KZfQhnt7PEQgo4tmxUsfl0Zhp5zwsrauXzU7s7NkMxR.cOC57zq1bMnT6zdN%3FstarfTime%3D1695745344000)

Part 2:

[https://broward-edu.zoom.us/rec/play/02Q8CkfJ9b0znhiMeItxUzm9gGL5xkXAwwNUswQdsPfwEbY1bJthpxjZFhliExz7hx3w-FSRvUhAWthv.dqr\\_HS48JsBKF2kU?canPlayFromShare=true&from=share\\_recording\\_detail&startTime=1695758083000&componentName=rec-play&originRequestUrl=https%3A%2F%2Fbroward-edu.zoom.us%2Frec%2Fshare%2FWY-WDDnOg1yLLfjmFIE9KZfQhnt7PEQgo4tmxUsfl0Zhp5zwsrauXzU7s7NkMxR.cOC57zq1bMnT6zdN%3FstarfTime%3D1695758083000](https://broward-edu.zoom.us/rec/play/02Q8CkfJ9b0znhiMeItxUzm9gGL5xkXAwwNUswQdsPfwEbY1bJthpxjZFhliExz7hx3w-FSRvUhAWthv.dqr_HS48JsBKF2kU?canPlayFromShare=true&from=share_recording_detail&startTime=1695758083000&componentName=rec-play&originRequestUrl=https%3A%2F%2Fbroward-edu.zoom.us%2Frec%2Fshare%2FWY-WDDnOg1yLLfjmFIE9KZfQhnt7PEQgo4tmxUsfl0Zhp5zwsrauXzU7s7NkMxR.cOC57zq1bMnT6zdN%3FstarfTime%3D1695758083000)

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President, Broward College

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Alexis Yarbrough  
Chair, Board of Trustees