

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
May 14, 2024**

I. CALL TO ORDER

The regular meeting of the District Board of Trustees of Broward College was called to order at 11:00 a.m. on Tuesday, May 14, 2024, by Chair Alexis Yarbrough at the Willis Holcombe Downtown Center, 111 East Las Olas Boulevard, Building 33, Room 1208, Fort Lauderdale, Florida 33301. 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 (virtual), outside General Counsel Scott Cole (physical), and President Dr. Donald Astrab (physical).

Chair Yarbrough inquired whether the Board had quorum for this meeting. Mr. Cole confirmed that the meeting has quorum.

II. PLEDGE OF ALLEGIANCE

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

III. PRELIMINARIES

Chair Yarbrough asked if any Trustees would like to make preliminary comments. Hearing none, the Chair moved on to the business of the Board.

IV. 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 item: Item 9.B.2, a recommendation that the Broward College District Board of Trustees accept the grant agreement for TRIO Upward Bound Grants for years 2022-2027, was added to the agenda.

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

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

V. APPROVAL OF THE BOARD OF TRUSTEES MINUTES

Chair Yarbrough called for a motion to approve the minutes of the Board of Trustees Regular Meeting of April 23, 2024. Vice Chair Zachariah made the motion with a second by Trustee Kushner.

Chair Yarbrough made a motion to amend the minutes to the April 23, 2024 meeting to include Vice Chair Zachariah's abstention form as an appendix to the minutes. Vice Chair Zachariah seconded. The Chair then called for a vote to approve the minutes as amended, and the motion passed unanimously.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Alexis Yarbrough, Chair
SECONDER:	Zachariah Zachariah, Vice Chair
AYES:	Zachariah, Agrawal, Yarbrough, Zanotti, Kushner

VI. PUBLIC SPEAKERS

Chair Yarbrough called on Mr. Cole for registered speakers. Mr. Cole stated that there were no registered speakers.

VII. BOARD COMMENTS

Chair Yarbrough asked if any Trustees would like to make any comments. Hearing none, the Chair moved on to Presentations.

VIII. PRESENTATIONS

1. Update on Davie Campus Development

Ed Pozzuoli, Chief Executive Officer, Tripp Scott, asked the Board for authority to file a declaratory relief action in Broward Circuit Court on behalf of the College to resolve an issue with the Town of Davie demanding that a portion of College property be dedicated to the Town of Davie as a condition of providing permitting for the development. Chair Yarbrough made a motion to authorize Mr. Pozzuoli to file a lawsuit on behalf of Broward College to declare the rights and responsibilities of the College under the development agreement for the Davie Campus. Vice Chair Zachariah seconded, and indicated he would abstain from voting due to a conflict of interest. Mr. Pozzuoli asked the Chair if another trustee could second instead of Vice Chair Zachariah to ensure the record is clear given his abstention. Trustee Agrawal seconded, and the motion passed with four ayes and one abstention by Vice Chair Zachariah.

2. Monthly Financial Update

Rabia Azhar, Chief Financial Officer, gave the monthly financial update.

3. Broward College Investments

Rabia Azhar, Chief Financial Officer, introduced Rob Van Den Brink with FEG Investment Advisors who gave a presentation on the investments of Broward College and the Broward College Foundation. He was joined by his FEG colleague Stephen Hodson.

4. Student Information System Update

Raj Mettai, Chief Information Officer, gave an update on the Student Information System.

5. Grants Update

Dr. Steven Tinsley, Vice President, Workforce Development and Strategic Partnerships gave an update on College Grants.

6. **Deferred Maintenance Status Update**

Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets, gave an update on deferred maintenance projects.

IX. ACTION AGENDA

A. Administration

- 1. Recommendation that the Broward College District Board of Trustees authorize the bid waiver (piggyback) for the purchase of furniture collegewide under the State of Florida DMS Contract 56120000-24-NY-ACS - Furniture, All Type. Fiscal Impact: Estimated \$4,000,000.00 spent over five years.

Presenter(s): Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets

Chair Yarbrough called for a motion to authorize the bid waiver (piggyback) for the purchase of furniture collegewide under the State of Florida DMS Contract 56120000-24-NY-ACS - Furniture, All Type. Vice Chair Zachariah made the motion with a second by Trustee Agrawal. The motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Zachariah Zachariah, Vice Chair
SECONDER:	Akhil Agrawal, Trustee
AYES:	Zachariah, Agrawal, Yarbrough, Zanotti, Kushner

- 2. Recommendation that the Broward College District Board of Trustees authorize the second renewal option with M & M Asphalt Maintenance, Inc. dba All County Paving (RFP-2020-006-OA) to provide asphalt paving services from 05/05/2024 to 05/04/2025 . Fiscal Impact: No Fiscal Increase requested. Cumulative Total: \$1,000,000.00

Presenter(s): Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets

Chair Yarbrough called for a motion to authorize the second renewal option with M & M Asphalt Maintenance, Inc. dba All County Paving (RFP-2020-006-OA) to provide asphalt paving services from 05/05/2024 to 05/04/2025. Vice Chair Zachariah made the motion with a second by Trustee Agrawal. The motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Zachariah Zachariah, Vice Chair
SECONDER:	Akhil Agrawal, Trustee
AYES:	Zachariah, Agrawal, Yarbrough, Zanotti, Kushner

B. Academics

- 1. Recommendation that the Broward College District Board of Trustees approve the General Education Curriculum. Fiscal Impact: None

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

Chair Yarbrough called for a motion to approve the General Education Curriculum. Vice Chair Zachariah made the motion with a second by Trustee Agrawal. The motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Zachariah Zachariah, Vice Chair
SECONDER:	Akhil Agrawal, Trustee
AYES:	Zachariah, Agrawal, Yarbrough, Zanotti, Kushner

- Recommendation that the Broward College District Board of Trustees accept the grant agreement for TRIO Upward Bound Grants for years 2022-2027. Fiscal Impact: No Cost to the College. Grant award \$2,407,893.00 disbursed over 5 years UB- Deerfield (\$607,106.00); UB McArthur (\$607,106.00); UB Northeast (\$586,575.00); UB South Broward (\$607,106.00) - *Add-On*

Presenter(s): Dr. Steven Tinsley, Vice President, Workforce Development and Strategic Partnerships

Chair Yarbrough called for a motion to accept the grant agreement for TRIO Upward Bound Grants for years 2022-2027. Vice Chair Zachariah made the motion with a second by Trustee Agrawal. The motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Zachariah Zachariah, Vice Chair
SECONDER:	Akhil Agrawal, Trustee
AYES:	Zachariah, Agrawal, Yarbrough, Zanotti, Kushner

X. CONSENT AGENDA

Chair Yarbrough asked if anyone would like to remove any items from the Consent Agenda for separate discussion. Hearing none, she said she understands Vice Chair Zachariah has a conflict of interest and needs to abstain from voting on item 10-A-5, an agreement with Wells Fargo Bank.

Chair Yarbrough called for a motion to approve the Consent Agenda. Trustee Agrawal made the motion with a second by Vice Chair Zachariah. Vice Chair Zachariah stated he is abstaining from voting on item 10-A-5, the agreement with Wells Fargo. The Chair moved to approve the Consent Agenda, as amended due to the Vice Chair's abstention on the Wells Fargo item. Trustee Kushner seconded, and the motion passed unanimously. All items on the Consent Agenda received a unanimous vote of five ayes, with the only exception being item 10-A-5 for Wells Fargo which received four ayes, and one abstention by Vice Chair Zachariah. A list of the items on the Consent Agenda are:

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Alexis Yarbrough, Chair
SECONDER:	Cindy Kushner, Trustee
AYES:	Zachariah, Agrawal, Yarbrough, Zanotti, Kushner

A. Administration

1. Recommendation that the Broward College District Board of Trustees authorize the piggyback agreement with Advantage Golf Cars SEFL LLC utilizing the City of Miami Beach (ITB-2022-397-DF) contract for the purchase of golf carts and specialty vehicles for the Facilities Maintenance, Campus Safety, Student Life and Material Services Departments. Fiscal Impact: Estimated \$250,000.00 (Year 1) and \$150,000.00 per Year (Year 2 to Year 4). Cumulative Total \$700,000.00.
Presenter(s): Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets
2. Recommendation that the Broward College District Board of Trustees authorize the 2nd renewal option on the previously approved Land Surveying Services (RFQ-2020-063-EH) contracts with Avirom & Associates, Engenuity Group, Inc., and Keith & Associates, Inc. to provide land surveying services collegewide. Fiscal Impact: No Additional Fiscal Impact Requested. Estimated Cumulative Total: \$325,000.00.
Presenter(s): Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets
3. Recommendation that the Broward College District Board of Trustees authorize the renewal agreement with SAS Institute, Inc. for the SAS Enterprise Reporting Suite software, utilizing the bid waiver (information technology). Fiscal Impact: Estimated \$53,269.00 (cumulative \$787,085.29). Fiscal authority previously granted via MT 11208.
Presenter(s): Raj Mettai, Chief Information Officer
4. Recommendation that the Broward College District Board of Trustees authorize a new piggyback agreement with Condo Electric Motor Repair Corp. utilizing the Electric Motor Pump and Repair contract from the City of Plantation (RFSP 030-22) for repair and restoration of pumps and electric motors collegewide. Fiscal Impact: \$50,000.00
Presenter(s): Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets
5. Recommendation that the Broward College District Board of Trustees authorize the contract extension with Wells Fargo Bank (RFP-2013-260-MH - BANKING SERVICES) for commercial banking and merchant services. Fiscal Impact: Estimated \$23,000.00 for a 60 days extension based on volume. Earned Credit Rate (ECR) will be used to offset service fees. No additional fiscal authority, fiscal authority was approved in the previous MT item 5825.
Presenter(s): Rabia Azhar, Chief Financial Officer

6. Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement (purchase order) with Internet Employment Linkage Inc dba HigherEdJobs for job posting subscription to provide unlimited and automated job posting for faculty, administrator, and professional technical staff positions on their website to attract talented and viable candidates to the College. Fiscal Impact: Approximately \$6,875.00
Presenter(s): Sophia Galvin, Vice President, Human Resources, Talent and Culture
7. Recommendation that the Broward College District Board of Trustees authorize the March 2024 warrants. Fiscal Impact: \$21,473,920.00.
Presenter(s): Rabia Azhar, Chief Financial Officer

B. Academics

1. Recommendation that the Broward College District Board of Trustees authorize an amendment to the contract for services with Capital Equity Innovations to provide a second Promise Neighborhoods Broward College Entrepreneurial Experience (BCEx) Bootcamp program and increase fiscal authority. Fiscal Impact: \$4,999.00 (Cumulative \$9,999.00)
Presenter(s): Dr. Steven Tinsley, Vice President, Workforce Development and Strategic Partnerships
2. Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Exquisite Catering By Robert, Inc. to supply food and refreshments for the Fall Faculty Welcome Back 2024 meeting. Fiscal Impact: \$8,770.71
Presenter(s): Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs
3. Recommendation that the Broward College District Board of Trustees ratify the non-standard agreement (purchase order) with PerkinElmer U.S. LLC for science laboratory equipment repair. Fiscal Impact: Estimated \$1,464.98
Presenter(s): Dr. Jamonica Rolle, Vice Provost, Academic Affairs
4. Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Jeren Tropicals, Inc. for the rental of palm trees to organize the area for the Collegewide Faculty Welcome Back meeting on August 14, 2024. Fiscal Impact: \$975.00.
Presenter(s): Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs
5. Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Douglas P Dasher dba FL N2O, Inc. for the calibration and certification of nitrous flowmeters as needed throughout the fiscal year 2023-2024 for the Dental Assisting program. Fiscal Impact: \$750.00
Presenter(s): Dr. Jamonica Rolle, Vice Provost, Academic Affairs

6. Recommendation that the Broward College District Board of Trustees authorize the annual membership and standard contract (purchase order) for Florida Design and Construction Professionals Network for the Building and Construction Technology Program. Fiscal Impact: \$350.00
Presenter(s): Dr. Jamonica Rolle, Vice Provost, Academic Affairs
7. Recommendation that the Broward College District Board of Trustees authorize first amendment to Perkins V 2023-2024 Award Notification 062-1614P-4CP01. Fiscal Impact: No cost to the college. Grant award \$2,010,661.00.
Presenter(s): Dr. Steven Tinsley, Vice President, Workforce Development and Strategic Partnerships
8. Recommendation that the Broward College District Board of Trustees authorize Pathways to Career Opportunities Grant for the apprenticeship program. Fiscal Impact: No cost to the College. Grant Award \$350,000.00.
Presenter(s): Dr. Steven Tinsley, Vice President, Workforce Development and Strategic Partnerships
9. Recommendation that the Broward College District Board of Trustees authorize FL DOE Perkins V Equipment Upgrade & Modernization Grant Award. Fiscal Impact: Grant Award \$45,600.00
Presenter(s): Dr. Steven Tinsley, Vice President, Workforce Development and Strategic Partnerships
10. Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Blue Icon Advisors LLC as recommended and referred by the Department of Education for free consulting services related to the federal Free Application for Federal Student Aid (FAFSA) simplification implementation for 2024-2025 award year. Fiscal Impact: None
Presenter(s): Janice Stubbs, Vice President of Student Services
11. Recommendation that the Broward College District Board of Trustees authorize the Curriculum Committee recommendations. Fiscal Impact: None.
Presenter(s): Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer
12. Recommendation that the Broward College District Board of Trustees authorize a change in professional title from Instructor to Assistant Professor for Juan Perez. Fiscal Impact: None.
Presenter(s): Dr. Jamonica Rolle, Vice Provost, Academic Affairs

XI. INFORMATION ITEMS

A. *President's Report*

President Astrab reported on various matters including pending contracts awaiting review, graduation, position vacancies, and recent events at Broward College.

B. Report of Contracts Authorized and Executed per Policy 6Hx2-1.14**i. Revenue Generating**

1. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the facility rental agreement with Encore Dance Theatre to rent Bailey Hall Friday, May 31, 2024 through June 2, 2024. Fiscal Impact: Revenue of \$11,050 (Rental fees)
Presenter(s): Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer
2. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the facility rental agreement with Edu1st dba First Steps International Academy for rental of Bailey Hall on June 5 and 6 of 2024. Fiscal Impact: Revenue of \$6300.00.
Presenter(s): Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer
3. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the Bailey Hall Rental Agreement with Sheridan Technical High School for rental of Bailey Hall for an awards night. Fiscal Impact: Revenue \$1,900.00
Presenter(s): Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

ii. Expenditures

1. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to authorize the non-standard agreement with WOnline LLC to license the annual access to the tutoring and appointment platform for the IT & Engineering Department. Fiscal Impact: \$800.00 (Cumulative \$3,200.00)
Presenter(s): Dr. Jamonica Rolle, Vice Provost, Academic Affairs
2. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to approve a non-standard agreement (purchase order) with Manufacturing Skills Standard Council (MSSC) for certification exam for the Engineering Technology program. Fiscal Impact: \$5,300.00
Presenter(s): Dr. Jamonica Rolle, Vice Provost, Academic Affairs

3. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Barbara Bryan exercised the authority delegated by the Board to execute the contract amendment with McGraw Hill LLC to license the subscription to Access Science for calendar year 2024 by utilizing bid waiver (Library books, reference books, periodicals, and other library materials and supplies). Fiscal Impact: Estimated \$27,145.75 spent over three years.
Presenter(s): Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs
4. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Chair Yarbrough exercised the authority delegated by the Board to execute the agreement with Carr, Riggs & Ingram for the BCEduventures Financial and Forensic Audit (RTQ-2024-080-OA). Fiscal Impact: Estimated \$48,000.00.
Presenter(s): Rabia Azhar, Chief Financial Officer
5. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Chair Yarbrough exercised the authority delegated by the Board to execute the agreement with Carr, Riggs & Ingram for the review of grants operational controls at Broward College (RTQ-2024-076-OA). Fiscal Impact: Estimated \$28,200 to \$57,000.
Presenter(s): Rabia Azhar, Chief Financial Officer

iii. No Fiscal Impact

1. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the Memorandum of Understanding between Broward College and the City of Pembroke Pines for the Shared use of the South Campus Sports Complex . Fiscal Impact: None.
Presenter(s): Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets
2. Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Barbara Bryan exercised the authority delegated by the Board to execute the amendment to the affiliation agreement with University of Miami (UM) for Radiation Therapy and Nuclear Medicine to include the following additional Health Science programs: BSN-MSN Nursing Programs, Respiratory Therapy, Physical Therapy, and Radiology Technology (XR, CT, MRI, Mammography) and Ultrasound. Fiscal Impact: None
Presenter(s): Dr. Jamonica Rolle, Vice Provost, Academic Affairs

XII. ADJOURNMENT

There being no further business and no objection to adjourn, the regular meeting was adjourned at 12:59 p.m

Dr. Donald Astrab
President, Broward College

Alexis Yarbrough
Chair, Board of Trustees