



## **The District Board of Trustees of Broward College, FL Regular Meeting, Immediately Following Special Meeting**

Broward College

Friday, January 31, 2025, Immediately Following Special Meeting

Willis Holcombe Center, 111 East Las Olas Boulevard, Room 1208, Fort Lauderdale, FL 33301

### **Agenda**

#### **I. Call to Order**

#### **II. Pledge of Allegiance**

#### **III. Agenda and Acknowledgment of Public Notice**

#### **IV. Approval of the Board of Trustees Minutes**

#### **V. Public Speakers**

#### **VI. Action Agenda**

##### **A. Administration**

##### **1. State of Florida DMS Contract 30161700-24-SRCWL-ACS - Flooring Materials, with Related Supplies and Services**

Presenter: Deborah Czubkowski, Vice President of Facilities Management

Recommendation that the Broward College District Board of Trustees authorize a Piggyback Agreement with the STATE OF FLORIDA DEPT OF MANAGEMENT SERVICES for Flooring Materials with the Related Supplies and Services by utilizing the Alternate Source Contract (ACS)# 30161700-24-SRCWLACS. Fiscal Impact: \$325,000.00, Cumulative amount: \$0.00, Revenue: \$0.00

##### **B. Academics**

##### **1. Desire 2 Learn (D2L) - E&I CNR01467 - Add Order Form / Increase Fiscal Authority**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the request for an increase in fiscal authority with D2L, Ltd. for a cloud-based learning management system (LMS) that is used for student course delivery.

Fiscal Impact: \$200,000.00, Cumulative amount: \$2,274,883.00, Revenue: \$0.00

##### **2. Memorial Healthcare System- Contract Renewal for 2025**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

Recommendation that the Broward College District Board of Trustees authorize the renewal of contract with Memorial Healthcare Systems to use the Health Sciences Simulation Center for 2025.

Fiscal Impact: Estimated revenue \$12,190.00.

### **3. Medical Director for Respiratory Care Program (FY2024-2027)**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Memorial Healthcare Systems for the Respiratory Care Program by utilizing the bid waiver exemption (professional services).

Fiscal Impact: \$18,300, spent over 3 years

### **4. Commission on Accreditation for Respiratory Care - 2025 Annual Accreditation Fee** ***Did not go through Contract Committee***

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard contract (purchase order) with Commission on Accreditation for Respiratory Care for 2025 Annual Accreditation Fees renewal for the Respiratory program. This PO Covers period Jan 1 to Dec 31, 2025. Fiscal Impact: \$2,800.00.

## **VII. Consent Agenda**

### **A. Administration**

#### **1. ACF Standby Systems LLC - City of Naples ITB 22-005 Annual Generator Maintenance and Repair Services**

Presenter: Deborah Czubkowski, Vice President of Facilities Management

Recommendation that the Broward College District Board of Trustees authorize the bid waiver (piggyback) with ACF Standby Systems LLC for generator maintenance and repair services utilizing the City of Naples contract ITB 22-005 - Annual Generator Maintenance and Repair Services.

Fiscal Impact: Estimated \$20,000.00

#### **2. Strada Collaborative LLC dba CAEL - Institutional Membership and Renewal Dues FY2024-2025**

Presenter: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Strada Collaborative LLC, d/b/a CAEL for Membership and Renewal dues for Workforce Education Department. Fiscal Impact: \$2,000.00, Cumulative amount: \$0.00, Revenue: \$2,000.00

#### **3. BCEduventures 2023 Audit & 990 Report**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize the 2023 Audit and 990 Report for BCEduventures, Inc.

Fiscal Impact: None.

#### **4. November Warrants 2024**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize the November 2024 warrants.

## **5. December Warrants 2024**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize the December 2024 warrants.

## **6. National Association of Educational Procurement (NAEP) Membership and Renewal 2025**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the National Association of Educational Procurement (NAEP) for membership and renewal and dues for the Procurement department. Fiscal Impact: \$1,401.00, Cumulative amount: \$0.00, Revenue: \$0.00

## **7. Employment of Full-Time & Part-Time Personnel and Resignation & Termination of Personnel**

Presenter: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture

Recommendation for the Broward College District Board of Trustees to authorize the employment of full-time and part-time personnel and resignation and termination of personnel, in alignment with Broward College Policy 6Hx2-3.25 (Resignation and Termination of Non-Instructional Personnel) and Policy 6Hx2-3.01 (Appointment of Personnel).

Fiscal Impact: None.

## **8. Monthly Student Debt Reduction**

Presenter: Dr. Richard Pulido, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the write-off of unpaid debt that has been deemed uncollectible.

Fiscal Impact: \$10,227.34

## **B. Academics**

### **1. Apa, Andrea Professional Title Change**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

Recommendation that the Broward College District Board of Trustees authorize a change in professional title from Associate Professor to Senior Professor for Apa Andrea.

Fiscal Impact: None

### **2. Badillo, Tuly Professional Title Change**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

Recommendation that the Broward College District Board of Trustees authorize a change in professional title from Associate Professor to Professor for Tuly Badillo.

Fiscal Impact: None

### **3. Coconut Creek Police Department - Law Enforcement Services for North Campus- Amendment 1**

Presenter: John Thornton, Vice Provost, Academic Operations

Recommendation that the Broward College District Board of Trustees authorize the contract amendment and increase in fiscal authority with Coconut Creek Police Department for the Off-Duty Detail Request - special detail law enforcement services at North Campus by utilizing the bid waiver (sole source).

Fiscal Impact: \$137,000.00 (cumulative \$236,000.00)

### **4. Classward LLC - EMTprep**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard contract (purchase order) with Classward LLC for EMTprep 90-day membership codes.

Fiscal Impact: \$9,945.00, Cumulative amount: \$0.00, Revenue: \$0.00

### **5. JRCNMT - 2025 Annual Accreditation Fees Renewal**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Joint Review Committee on Educational Programs In Nuclear Medicine Technology (JRCNMT) for the Nuclear Medicine Program for Annual Accreditation fee renewal for the Nuclear Medicine Program. Fiscal Impact: \$4,400.00, Cumulative amount: \$0.00, Revenue: \$0.00

### **6. ACEN Annual Accreditation Fee for Associate Nursing Program for 2025**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Accreditation Commission for Education in Nursing, Inc for membership and renewal dues for the year 2025. Fiscal Impact: \$3,100.00, Cumulative amount: \$0.00, Revenue: \$0.00

### **7. Richard T Notkin - Visiting Artist Series February 2025**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Richard T. Notkin to provide guest artist services for the Visiting Artist Series in February 2025. Fiscal Impact: \$1,200.00, Cumulative amount: \$0.00, Revenue: \$0.00

### **8. Huifang Chen - Violin Concerto Performance for Broward Symphony Orchestra Guest Artist Spring 2025**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Huifang Chen for the Broward Symphony Orchestra and the Music Program. Fiscal Impact: \$1,000.00, Cumulative amount: \$0.00, Revenue: \$0.00

**9. Organization for Associate Degree Nursing (OADN) Annual Membership and Renewal Dues FY2024-2025**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize standard agreement (purchase order) with the Organization for Associate Degree in Nursing for the membership and renewal dues for FY 2024-2025. Fiscal Impact: \$595.00, Cumulative amount: \$0.00, Revenue: \$0.00

**10. American Association for Paralegal Education - Membership and renewal dues 2025**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with American Association for Paralegal Education for membership and renewal dues for the paralegal program in the Business Department. Fiscal Impact: \$545.75, Cumulative amount: \$0.00, Revenue: \$0.00

**11. IADLEST - Membership and Renewal Dues FY2024-25**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the Standard Agreement (Purchase Order) with the International Association of Directors of Law Enforcement Standards and Training (IADLEST) for membership and renewal dues for FY2024-2025 for Public Safety Pathway/Institute of Public Safety. Fiscal Impact: \$300.00, Cumulative amount: \$0.00, Revenue: \$0.00

**12. Florida Police Chiefs Association - Membership and Renewal Dues FY 2024-25**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the Florida Police Chiefs Association for membership dues and renewal for FY 2024-25 for the Public Safety Pathway/Institute of Public Safety. Fiscal Impact: \$50.00, Cumulative amount: \$0.00, Revenue: \$0.00

**VIII. Information Items**

**A. Report of Contracts Authorized and Executed per Policy 6Hx2-1.14**

**1. Revenue Generating**

**a. Digital Promise Global- FY2024-2026 - Research Study**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

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 standard articulation agreement with Digital Promise Global to provide student research and data. Fiscal Impact: (revenue generating \$10,000.00)

## 2. Expenditures

### **a. Thomson Reuters - Tax Navigator Software (FY2024-2025)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize a(n) Non-Standard Agreement with THOMSON REUTERS for the Tax Navigator software used to analyze immigration, tax, and treaty rules by utilizing bid-waiver (g) Information technology resources (see procedure A6Hx2-6.34 C. 1. f. for more info). Fiscal Impact: 11,127.17 (cumulative amount 110,702.46).

### **b. Cobblestone Software - Contract Lifecycle Management Software (Amendment #2)**

Presenter: Raj Mettai, Chief Information Officer

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 contract amendment with Cobblestone Software for the Contract Insight Enterprise Contract Management Software utilizing the Miami Dade College contract ITN-2023-RMI-13. Fiscal Impact: \$640.00, Cumulative amount: \$66,640.00, Revenue: \$0.00

### **c. Labster Inc. - Software Subscription FY2024-2026**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

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 non-standard agreement with LABSTER INC. for a software subscription for the Science & Wellness department by utilizing bid waiver (information technology). Fiscal Impact: \$96,000.00

### **d. D. Stafford & Associates LLC - Online Training for Clery Act Compliance**

Presenter: John Thornton, Vice Provost, Academic Operations

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard agreement with D. Stafford & Associates LLC for annual online training services for Clery Act compliance. Fiscal Impact: \$1,340.00.

### **e. MediaNews Group, Inc. (Sun Sentinel Online) Subscription FY2024-2025**

Presenter: Priscilla Suarez, Vice Provost, Academic Services

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 non-standard agreement with MediaNews Group, Inc. to license the subscription to Sun Sentinel Online for 2024-2027 by utilizing the bid-waiver (information technology). Fiscal Impact \$19,059.00

### **f. EZ Web Enterprises, Inc.- Software Subscription**

Presenter: Jeffrey Guild, Vice Provost, Academic Affairs

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard

agreement with EZ Web Enterprises, Inc. for annual equipment inventory software subscription for FY2024-2025 for V&PA (Visual & Performing Arts).

Fiscal Impact: \$999.78

**g. TrueLearn LLC - Software Subscription FY2024-2025**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with TrueLearn LLC for the Nursing Mastery Product (1 Year) software subscription for the TRIO Student Support Services (SSS) HSP Grant FY2024-2025.

Fiscal Impact: \$7,225.00

**h. Patterson Dental Supply, Inc. (Subscription/Software Maintenance Renewal) FY2024-2025**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

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 non-standard agreement with Patterson Dental Supply, Inc. for the software subscription services in the Dental Hygiene and Dental Assisting Program.

Fiscal Impact: Estimated \$1,434.00 (cumulative \$4,182.00)

**i. Wading Bird Colony Study**

Presenter: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships

Recommendation that the Broward College District Board of Trustees authorize a subrecipient agreement with the University of Florida for the project "Wading Bird Colony Location, Size, Timing, and Reproductive Success in Lake Okeechobee" Fiscal Impact: \$18,418.00, Cumulative Amount: \$92,090.00, Revenue: \$0.00

**j. EMSI (Lightcast) Analyst Agreement Annual Renewal 2024-2025**

Presenter: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships

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 non-standard agreement with Economic Modeling LLC dba Lightcast for the 2024-2025 renewal subscription of Analyst. Analyst is a web-based software tool that assists the College in reviewing educational program and regional workforce alignment by utilizing the bid-waiver (information technology)

Fiscal Impact: \$15,000.00 (cumulative \$221,250.00)

**k. 7taps OpCo LLC - Microlearning Platform**

Presenter: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with 7taps OpCo LLC for the license use of their Microlearning platform to design high-quality micro training options using AI-based interactive training for Broward College students, businesses, and the community.

To market and increase student enrollment, capture leads, drive website traffic, and increase revenue.

Fiscal Impact: \$1,500.00

**I. The Center for Legal Studies, Inc dba CLS by BARBRI**

Presenter: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships

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 with The Center for Legal Studies, Inc dba CLS by BARBRI to provide flexible learning and training opportunities for healthcare professionals to expand their role and bridge the gap between medicine and the Judicial system.

Fiscal Impact: Estimated revenue \$15,000.00.

**m. Syntech System, Inc. (Vehicle Fuel Station) Maintenance Warranty Agreement FY2024-2025**

Presenter: Deborah Czubkowski, Vice President of Facilities Management

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 non-standard agreement with Syntech Systems, Inc. for limited maintenance agreement for the master fuel system (FUELMASTER) for the Facilities Management Department during FY2024-2025.

Fiscal Impact: Estimated \$550.00

**3. No Fiscal Impact**

**a. Flagler College Agreement 2024**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

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 Articulation Agreement with Flagler College for Broward College AS and AA students to transfer into the Flagler College Bachelors Program

Fiscal Impact: None

**b. SNHU HEALTH SCIENCES AGREEMENT**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

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 articulation agreement with Southern New Hampshire University (SNHU) for Broward College students to successfully matriculate to SNHU's Bachelor of Health Sciences Program and MBA program with a concentration in sustainability and environmental compliance.

Fiscal Impact: None



**c. Cleveland Clinic Florida/Cleveland Clinic Martin Health**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

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 non-standard agreement with Cleveland Clinic Florida/Cleveland Clinic Martin Health to provide clinical services .

Fiscal Impact: None

**d. CLEVELAND CLINIC INDIAN RIVER HOSPITAL**

Presenter: Dr. Jamonica Rolle, College Provost and Senior Vice President

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 non-standard agreement with CLEVELAND CLINIC INDIAN RIVER HOSPITAL to provide clinical services.

Fiscal Impact: None

**e. ProQuest Rialto**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

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 adoption letter agreement with ProQuest Rialto for the cloud-based library services platform, with access and use of the Rialto™ selection and ordering tools to streamline selection and acquisition for BC Libraries by providing analytics, recommendations, and a comprehensive, platform-neutral marketplace with content of all types: books, ebooks, video and more from many sources.

Fiscal Impact: None

**IX. Adjournment**