

**BREVARD COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MEETING**

March 20, 2006  
4:32 p.m.

Fairwinds Alumni Center  
University of Central Florida  
Orlando, Florida

**PRESENT:** Mrs. Alberta K. Wilson, Chairman; Mr. C. R. "Rick" McCotter III, Vice Chairman; Mr. James W. Handley; Mrs. Miriam Martinez; Mr. James Theriac; Mr. Joe D. Matheny, Attorney; Dr. Thomas E. Gamble, Secretary

**1. CALL TO ORDER:**

Mrs. Alberta Wilson, Chairman, called the meeting to order.

a. Pledge of Allegiance

Mrs. Wilson opened the meeting with the "Pledge of Allegiance."

b. Welcome by Dr. John Hitt, President, UCF

Dr. John Hitt, President, University of Central Florida (UCF), welcomed BCC guests.

Dr. Hitt stated it was a pleasure to host the BCC Board of Trustees meeting as an expression of the value placed on the partnership between UCF and the community college. He reported on university expansion plans and student demographics stating that the average student has SAT scores of 1178 and a GPA of 3.6. He further reported that UCF awards 10,000 degrees per year in seven separate commencement ceremonies, thus requiring the need for the new Convocation Center.

Dr. Hitt reported that approximately one-fourth of all AA/AS-degreed students statewide continue their education at UCF, and that studies show that they have similar success levels, except in the areas of science and engineering. Dr. Hitt reported that UCF and BCC are working together to find ways to strengthen the pre-engineering experience to ensure student success.

Dr. Hitt reported UCF currently offers 92 Baccalaureate, 94 Masters and 24 Doctoral programs. This past year, the UCF faculty generated \$103.6 million in external grant and contract funding for their research and training efforts.

Dr. Hitt stated that a vote by the Board of Governors regarding the UCF Medical School is expected to take place on March 23 and he is optimistic regarding

approval. He said that this is an important step in light of projected health care professional shortfalls in Florida.

Dr. Hitt reported the number one priority to most residents is quality, affordable undergraduate education, which will continue to be the primary focus of the college. In addition, he reported the view that access for students with the ability and desire to receive quality, affordable education is a primary goal. He reported that the UCF admission process has become very competitive, but a strategic initiative to provide access to community college students following their completion of the AA degree is available. He reported the UCF-Community College Consortium rollout is a major step to ensuring access.

c. Recognition of UCF Administrators

Mr. Theriac reported that Dr. Hitt has one of the finest administrative teams in upper division education, as reflected by UCF's rapid rise in prominence. He introduced Dr. Thomas Huddleston, Vice President, Administrative Marketing, Communications, and Admissions; Dr. Beth Barnes, Vice President and Chief of Staff; Dr. David Harrison, Vice Provost, Regional Campuses; and, Dr. Jim Drake, Southern Region Director and Associate Vice President for Academic Affairs, Regional Campuses; and,. The Trustees thanked them all for their assistance and hospitality.

d. Additions/Corrections to Agenda

Mr. Handley requested Items 8.c., "Approval of Revised By-Laws for the Cocoa Village Playhouse;" and 9.b. "Approval of Revisions to the College Fee Schedule" be removed from the consent agenda.

2. **CONSENT AGENDA:**

Mrs. Wilson recommended approval of the remaining consent agenda items.

- 3.a. Minutes - Board of Trustees Retreat - February 27, 2006
- 3.b. Minutes – Board of Trustees Workshop Meeting – February 27, 2006
- 3.c. Minutes – Board of Trustees Meeting –February 27, 2006
- 8.a. Summary of Personnel Actions
- 8.b. Approval of Out-of-Country Travel for Ms. Arrington
- 9.a. Approval of the February Monthly Summary of Income and Expenditures
- 9.c. Approval of 2006-2007 Private Contributions for Matching Purposes

Mr. McCotter moved approval of the consent agenda items, as amended. Mrs. Martinez seconded the motion. All those voting in favor of the motion – McCotter, Martinez, Handley, Theriac and Wilson; opposed – none. Motion unanimously approved.

**3. APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETINGS:**

- a. Minutes - Board of Trustees Retreat- February 27, 2006

Approved - consent agenda.

- b. Minutes – Board of Trustees Workshop Meeting – February 27, 2006

Approved – consent agenda.

- b. Minutes – Board of Trustees Meeting – February 27, 2006

Approved – consent agenda.

**4. COMMUNICATIONS:**

- a. Report on UCF/College Consortia

Dr. David Harrison, Vice Provost, University of Central Florida (UCF) Regional Campuses, reported on the significance of the UCF-Community College Consortium. He stated that Dr. Hitt has a commitment to local educational access and the idea for the Consortium began with a lunch meeting hosted by Dr. Gamble in May 2005, for UCF and regional community college presidents. Strategies were discussed at this meeting on how to meet burgeoning demand projections for higher education in the next ten to twenty years and participants committed to partnering to provide access to students to higher education. This agreement led to the Consortium Agreement, which will allow a deeper level of collaboration between UCF and the community colleges. Dr. Harrison further discussed some challenges related to this commitment, primarily ensuring adequate resource infrastructure and student advising to the students served by the colleges to provide a smooth transition from admission at the community college through the transfer into UCF.

Dr. Harrison said this partnership is a ground-breaking effort which should be communicated and marketed for public awareness.

- b. Report on BCC Relationship with UCF

Dr. Don Astrab, Executive Vice President/Chief Learning Officer introduced Dr. Brenda Fettrow, Vice President, Student Services. Dr. Fettrow reported that much excitement surrounds the Consortium initiatives. She provided a handout of “Regional Higher Education Consortium Agreement System Design Principles” which outline the implementation plans for students who are identified as “Consortium Students” which will minimize excess credit hours for students. She reported that finding a solution for the Consortium institutions to share data are being addressed, which is key to successful implementation

Dr. Astrab reported that he and Dr. Fettrow have been diligently working on Consortium implementation plans with Dr. Harrison and Dr. Paula Gastenveld, Provost, Valencia College. He further reported that he and Dr. Harrison presented the partnership initiative at the League for Innovations in Atlanta this week.

Dr. Astrab said that participants were excited about the partnership that we share and made many inquiries relating a desire to seek similar partnerships. Dr. Astrab further reported on academic initiatives, including the Pre-Engineering 2+1+1 program, and the Burnette honors initiative. Dr. Astrab said the goal is to create an academic culture that will provide a strong framework for the initiatives; the creation of Academic Dean and Workforce Director positions was key to this plan. Dr. Astrab further reported that other Academic Departments at UCF and BCC are taking the initiative to study how similar partnerships could be formed in their discipline areas.

Dr. Gamble reported that non-credit, continuing education classes are also being explored for partnership opportunities. He also stated that BCC will have a leadership role in the Consortium due to a partnership history with UCF, and will offer guidance and reassurance to other community colleges during the transition. Dr. Gamble called the board members' attention to the survey provided in Section 4.b. of the Board materials, as media inquiries are likely in the future regarding the value of the relationship. Dr. Gamble concurred with Mr. Handley's suggestion that goals related to this partnership be included in the Strategic Plan.

Mr. Theriac reported favorably on Dr. Drake's role in the partnership.

(Mrs. Martinez departed - 5:10 p.m.)

**5. CITIZEN'S PRESENTATION:**

None.

**6. CONSTRUCTION AND DEVELOPMENT:**

None.

**7. OLD BUSINESS:**

7.a Report on Pending Legal Actions – Mr. Matheny

Mr. Matheny reported that the legal report which was provided in the Board packages should be updated to include good news regarding local storm water ordinances. In summary, the college has been excused from annual storm water disposal fees previously assessed in Cocoa, Melbourne and Titusville areas. There is currently no storm water ordinance in Palm Bay.

(1) Report on Revisions to Lowe's Agreement

Mr. Matheny reported on December 19 the Board approved the Lowe's contract with the provision that three modifications be made, which have now been accomplished. The documents have been reviewed and feel that no further conflicts exist. Mr. Matheny reported no vote is necessary by the Board as the approval was already voted on December 19. The contract will be executed today with construction to begin in the next few months, and the Lowe's donation to the Foundation will be funded at closing.

(2) Report on Palm Bay Academy Closing Extension

Mr. Matheny reported Mr. Hank Simon, lead developer for Palm Bay Academy project, has requested a further six-month extension (until September 30, 2006) for closing on this project due to unforeseen delays. Mr. Simon offered the college a monthly \$10,000 non-refundable advance, in addition to the \$28,530 in return for positive consideration of this extension. Mr. Matheny advised that the current extension expires March 31.

Mr. Theriac moved approval of the additional six month extension of the Palm Bay Academy (PBA) closing to September 30, 2006, provided PBA pays a \$10,000 non-refundable fee each month in addition to the existing deposit on hand of \$28,530. Mr. McCotter seconded the motion with discussion.

Mr. McCotter recommended the Board accept the motion with the amended provision that the current deposit of \$28,530 be released to the college at the time the extension agreement is signed. In addition, the \$10,000 monthly advance should be made immediately available to the college rather than held in escrow. All those voting in favor of the motion, as amended – Theriac, McCotter, Handley and Wilson; opposed – none. Motion unanimously approved. (Martinez-absent)

Mr. Little reported that he supports the extension; however, the Board should be aware of rising land values when deciding future extensions.

Mr. McCotter concurred, however, stated that the college would benefit from the surveys, etc. completed by Palm Bay Academy should the contract default.

**8. NEW BUSINESS:**

a. Personnel Actions

Presented to the Board for information only; with no action required.

b. Approval of Out-of-Country Travel for Ms. Arrington

Approved - consent agenda

c. Approval of Revised By-Laws for the Cocoa Village Playhouse

Dr. Fettrow reported the Cocoa Village Playhouse (CVP) board membership from 17 to 35 was recommended to increase fundraising capability, as well as increasing meeting participation and community outreach efforts. Mr. Matheny reported he met with the CVP Executive Committee who reported they concurred with the reasoning provided by the King Center Board when increasing their board membership. Mr. Matheny reported the quorum requirement of one-third membership and term limits remain the same. Dr. Fettrow reported that she recommended a modification to include staggered terms. The Administration and Board concurred. Mr. Matheny will draft changes to include provisions for staggered terms. Dr. Gamble recommended approval of the revised by-laws for the Cocoa Village Playhouse.

Mr. Handley moved approval of the revised By-Laws for the Cocoa Village Playhouse, with added provision for staggered terms. Mr. Theriac seconded the motion. All those voting in favor of the motion – Handley, Theriac, McCotter and Wilson; opposed – none. Motion unanimously approved. (Martinez-absent)

d. Request for Future Board Meeting/Workshop Agenda Items

- (1) Mrs. Wilson requested a report on bookstore operations/textbook costs be provided at a future meeting.

**9. FINANCIAL ACTIONS:**

a. Approval of February Monthly Summary of Income and Expenditures

Approved - consent agenda.

b. Approval of Revisions to the College Fee Schedule

Dr. Brenda Fettrow reported after careful consideration she recommended the student application fee be increased from \$20.00 to \$30.00, which would be the first increase in more than 20 years. She stated the increase would more accurately reflect the administrative cost of processing each application. If approved, the fee

increase would generate an additional \$10,000 in revenue. Dr. Gamble recommended approval of the revision to the college fee schedule.

Mr. Handley moved approval of the revisions to the college fee schedule. Mr. McCotter seconded the motion. All those voting in favor of the motion – Handley, McCotter, Theriac and Wilson; opposed – none. Motion unanimously approved. (Martinez - absent)

**10. REPORT OF THE PRESIDENT:**

a. SpaceTEC Recognition, Florida Space Day

Mrs. Wilson reported she attended the Florida Space Day recognition given to SpaceTEC program. She stated the program was well represented and was praised by Lt. Governor Jennings.

b. Appointment of Board Members

Dr. Gamble reported that the Governor has reappointed Mr. Theriac and has appointed Ms. Kim Tsamoutales, effective June 1, 2006, as members of the Board through May 31, 2010. Mrs. Martinez will be leaving the Board. Dr. Gamble reported that Ms. Tsamoutales will be sent copies of all Board meeting materials and has been invited to attend meetings, as available, prior to her appointment. Dr. Gamble reported that her bio will be distributed to the Trustees when available.

c. Roll Out of UCF/Community College Consortium (UCF/CC)

Dr. Gamble reported that an Orlando Chamber Community Luncheon will be held on April 4, at Church Street Ballroom, to highlight new UCF/CC Consortium activities in the region. Dr. Gamble encouraged Board participation in this important event. Dr. Gamble reported that the Board may receive media inquiries following the event. He further reported that Ms. Ingrid Matta, Associate Vice President, Community Relations and Marketing, is working with UCF and other Community College marketing specialists to provide a news release to local media.

Dr. Gamble reported that a website will be established providing contact names and phone numbers of individuals who may be contacted for Consortium information at each participating location. Dr. Gamble reported that it will be critical to keep Human Resources and Community Relations apprised as consortium arrangements develop.

d. Brevard's Influential Women of Color Award Ceremony and Celebration

Dr. Gamble reported that Mrs. Wilson will be recognized by Center Stage Entertainment Inc. as being one of ten individuals to be honored as Brevard's

Influential Women of Color. The event is scheduled for April 7, 7:00-11:00 p.m. at the Holiday Inn Express in Cocoa, FL. Dr. Gamble encouraged Trustees' participation; notify Ms. Terry Martin if interested.

e. Cocoa Village Playhouse (CVP) Fundraiser

Dr. Gamble reported the CVP will host a progressive dinner as a final fund raising effort for the Capital Campaign. Information regarding the "It's a Wrap" dinner scheduled for May 5, was distributed to Trustees.

f. Faculty Contract Negotiations

Dr. Gamble reported the faculty (UFF-BCC) is undergoing the ratification process and they anticipate an answer by March 24, at which time a Special Board meeting may be scheduled to vote on approval.

g. Athletic Program Brochures

Dr. Gamble reported he distributed new athletic program brochures, which turned out well. In addition, he provided a summary of residential data for athletic team participants. He reported he is pleased that Brevard County talent is being highlighted in the teams, which is also resulting in increased fan participation. Mrs. Wilson requested Dr. Gamble forward a letter to the Athletic Department to express appreciation for his hard work and performance.

**11. COMMITTEE REPORTS**

(1) a. Architect Selection – Mrs. Martinez

No report.

b. Alumni Association – Mrs. Wilson

No report.

c. BCC Foundation – Mr. Theriac

Dr. Gamble reported the two remaining finalists for the Executive Director position are being interviewed this week. He expects the Executive Committee to promptly make a selection. Dr. Gamble further reported that Dr. Flom's contract expires March 31<sup>st</sup>; however, she has agreed to assist on a volunteer basis, as needed.

d. Cocoa Village Playhouse (CVP) – Mr. McCotter

No report

- e. Insurance Committee – Mrs. Martinez

No report.

- f. King Center for the Performing Arts – Mr. Handley

No report.

- g. Planetarium – Mr. Handley

No report.

**12. ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 6:15 p.m.

APPROVED:



**Chair, District Board of Trustees**

ATTESTED:



**Secretary, District Board of Trustees**