

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
WORKSHOP**

August 11, 2003
3:10 p.m.

Board Room (#231), Administration Building (Bldg. #2)
Cocoa Campus

PRESENT: Mr. James W. Handley, Chair; Dr. Alexandra M. Penn Williams, Vice Chair;
Mr. Eugene C. Johnson; Mrs. Miriam E. Martinez; Mr. C. R. "Rick" McCotter III;
Mr. Joe D. Matheny, Attorney; Dr. Thomas E. Gamble, Secretary

1. CALL TO ORDER:

Mr. James Handley, Chair, called the meeting to order.

2. TITUSVILLE CONVENTION CENTER:

Mr. Joe Matheny, College attorney, discussed negotiations with the City of Titusville, Brevard County and Parrish Medical Center on a proposal to construct a conference center on college property in Titusville, adjacent to the Parrish Medical Center. Mr. Truman Scarborough, County Commissioner, and Dr. Larry Spraggs, Titusville Campus President, have been working on this concept.

Dr. Spraggs explained that the conference center is included in a catalog of projects to be funded by a one-cent sales tax that will be voted on in November, as part of an infrastructure surtax. This project has been slated for \$10 million dollars if the vote passes and the project is selected for funding.

Dr. Spraggs further explained that Parrish Medical Center has been the leader of this project, and has pledged \$1 million dollars to be used for capital and/or operating expenses. In addition, the City of Titusville has passed a resolution to support the conference center and has pledged an additional \$1 million dollars as capital. Commissioner Scarborough has additionally discussed the possibility of incorporating the Spacewalk Hall of Fame, and developing the project into a combination Space Education Center/Museum. The Spacewalk Hall of Fame is also included in the catalog of projects to be funded, and has been slated for \$3.5 million, an amount less than requested. Mr. Matheny added that there is also some speculation that the facility might include a Space library which does not currently exist. The development of the conference center is supported by a number of organizations in the County.

Mr. Matheny advised that the Board has already conceptually approved negotiations for the conference center. At this time, the County is pursuing a commitment from the Brevard Community College Board of Trustees to agree to contribute the land for this project should the tax bill pass and an acceptable agreement has been negotiated.

Dr. Gamble advised that there are several other projects included in the tax referendum, including the YMCA at Cocoa (requested \$500,000 from the County) and the King Center.

Mr. Matheny reported that the committee working on the development of the conference center envision that the property will be owned by the College, and will be operated by a manager, and may be designated as a 501(c)(3) organization or a Direct Support Organization (DSO) of the College. The City of Titusville, the College and Parrish Medical Center would be the primary users of the facility, and the County will also have access. Revenue would be generated by rental of the facility.

If tax revenues fund the initial costs, the only other expenses would be management and operation. Responsibility for the management and operation of the facility will be negotiated.

Dr. Spraggs added that the conference center has been identified as a niche market by a consulting firm, and is expected to be self-supporting within a few years.

Dr. Gamble asked that the Board recognize the benefits of the conference center as well as the risks involved. The conference center would be a valuable asset to the College and could be used as a Business and Industry Training Center. There is also potential for use by the Corrections Academy. Dr. Gamble confirmed there is a strong commitment from the hospital for health and medical training and continuing education courses, for which they would pay a fee. The Tourism Development Council has completed surveys on the marketability of the conference center, and reported a positive outcome. The current inaccessibility of the Debus Center at the Kennedy Space Center also makes the conference center an attractive asset. The risks for the College would involve utilities and maintenance of the property. These issues would have to be clarified after the tax referendum has been voted on and prior to construction.

Ms. Martinez expressed that operating costs will be a critical factor in determining how the College will proceed. Dr. Spraggs responded that the hospital has provided funds that could potentially cover initial operating expenses. Mr. Al Little, Vice President for Finance and Administrative Services and Chief Technology Officer, estimated an operating cost of \$15 per square foot, plus the salaries of the people who would operate the conference center. Mr. Little stated he is in favor of considering an option to give the land and the center to the community to operate.

Mr. Matheny advised that the College, as owner of the conference center, is not necessarily responsible for its operation, and that this may be negotiated in an agreement. Dr. Spraggs has discussed the risks associated with the operation and maintenance of the facility with Parrish Medical Center, and believes they would consider assuming some risk.

Dr. Gamble reported that Mr. George Mikitarian, President/CEO of Parrish Medical Center, has had experience with a similar project in Ohio in which a hospital negotiated a successful arrangement with a neighboring college.

Dr. Penn Williams expressed that she is not in favor of making the conference center a DSO of the College. It was discussed that the conference center does fit the mission of the College, in that it would be used to offer educational programs.

Mr. Handley expressed concern that the conference center complex in Cocoa Beach has not been used, and the College should take this into consideration. Also, the College may want to take into consideration the possibility of competition from the Debus Center should it become available to the public.

Mr. Johnson suggested that the College receive clarification of responsibilities.

Dr. Gamble advised that the College will not proceed without further discussion and clarification regarding the operation and maintenance of the conference center.

3. POLICY GOVERNANCE:

Ms. Martinez provided a handout outlining a structure of processes and policies for the Board of Trustees. She would like to pursue implementation of an umbrella policy that will include a general statement of the Board as a policy-making body and areas of responsibility.

Mr. Matheny additionally prepared a "Table of Contents" which focused on the requirements of the Florida Statutes and the Board. It was agreed that Ms. Martinez will incorporate these items with her list, and provide descriptions for each area of responsibility. Board members may contact Ms. Martinez with input and any other items that they feel should be included in the policies.

4. PRESIDENT'S EVALUATION:

The compilation of the President's evaluation provided to Board members included responses from only four Board members. Ms. Martinez explained that she did not submit her evaluation because the package did not include community interviews. Board members agreed that all of the evaluations should include input from the community, and that the process established for evaluations should not be violated. It was agreed that the President's evaluation be tabled until the September meeting in order to complete the evaluations in accordance with the established process.

Dr. Penn Williams expressed concern regarding the SACS assessment that the College is responding to, and how this relates to the President's evaluation. Both Mr. Handley and Mr. Johnson responded that they have discussed the SACS issues with Dr. Gamble, and are confident that BCC will receive its re-accreditation in December. Ms. Martinez reminded Board members that the evaluation period covers performance for the past 12 months, and cannot take into consideration what the College's accreditation status will be in December. Mr. McCotter agreed that there are policies in place to address this issue at that time should re-accreditation not occur. Dr. Gamble agreed to provide documentation to Board members indicating the progress that has been made in response to the SACS evaluation. The SACS issues are scheduled to be addressed with the Board in October 2003.

Mr. Matheny advised that Ms. Alberta Wilson, who was appointed to the Board effective August 2003, is required to vote on the President's contract. Mr. Matheny has provided to Ms. Wilson a copy of the President's contract, comparisons with other colleges, and copies of evaluations completed to date.

5. **MISCELLANEOUS:**

Ms. Martinez reminded Board members that a number of community linkage visits are due.

Mr. Johnson's linkages need to be reassigned, including Patrick Air Force Base.

6. **ADJOURNMENT:**

The workshop adjourned at 4:05 p.m.

APPROVED: _____

Chairman, District Board of Trustees

ATTESTED: _____

Secretary, District Board of Trustees