

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

October 18, 1999
4:00 P.M.

Student Ctr. (Bldg. #3), Student Activity Rm.
Titusville Campus

PRESENT: Eugene C. Johnson, Chairman; Betts O. Silvernail, Vice Chairman; Miriam E. Martinez; Dr. Alexandra M. Penn Williams; Joe D. Matheny, Attorney; Thomas E. Gamble, Secretary

ABSENT: James W. Handley

1. CALL TO ORDER:

Mr. Johnson, Chairman, called the meeting to order and asked Dr. Gamble if he had any items to add to the agenda.

Dr. Gamble stated the administration has given serious consideration to the faculty negotiation status and in the interest of providing a good faith gesture to the faculty, the administration recommends that all full-time faculty with a hire date of January 4, 1999, or earlier, receive a 4% salary increase, retroactive to the beginning of the 1999-2000 contract year.

Mrs. Silvernail moved approval to accept Dr. Gamble's recommendation to give all full-time faculty with a hire date of January 4, 1999, or earlier, a 4% salary increase, retroactive to the beginning of the 1999-2000 contract year. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Silvernail, Penn Williams, Martinez, Johnson; opposed - none. Motion unanimously approved.

2. APPROVAL OF THE OFFICIAL MINUTES OF PREVIOUS MEETINGS:

- a. Minutes - Board of Trustees/Student Government Association Workshop Meeting - September 24, 1999; Minutes - Board of Trustees Workshop Meeting - September 25, 1999; Minutes - Board of Trustees Meeting - September 30, 1999 and the Minutes of the Board of Trustees DSO Workshop Meeting - October 4, 1999

Mrs. Martinez corrected the language in a motion in the September 30, 1999 Board minutes and moved approval of all minutes of the Board of Trustees meetings presented with the correction to the minutes of the September 30, 1999 Board meeting minutes.

Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Martinez, Silvernail, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

3. COMMUNICATIONS:

a. Report on Kennedy Space Center Activities - Ms. Barker

Dr. Al Koller, Titusville Campus President, introduced Ms. Nancy Barker, Coordinator at the Kennedy Space Center and Cape Canaveral Air Force Station. Ms. Barker reviewed her duties, as well as the duties of the KSC BCC staff members, Dr. Marv Williams and Ms. Vickie Stephens. She reviewed the Spring 2000 class schedule for KSC. A memorandum of understanding between BCC and NASA establishes that NASA will provide offices and furniture and BCC will provide educational programs. NASA will also provide a representative to assist with the KSC/BCC program. Ms. Barker reported she will be working on updating the crosswalk program where contractors and NASA employees receive credit for courses they take through their companies which are "crosswalked" into various programs at BCC. A "Space Technician" licensing program is envisioned for the program. Ms. Barker reported at this time more than 151 students are registered at KSC.

b. Architect Presentations for Welcome Centers

(1) Architectural Selection Committee Report (Addendum)

Mr. Al Little, Vice President for Business & Financial Affairs, reported the Architect Selection Committee for the student welcome center renovations in Cocoa and Melbourne met on October 7 and reviewed the conceptual idea for the projects and discussed the architecture selection process. Mr. Little reported although two facilities will be renovated, it was felt best to treat this as one project when working with an architect. He reviewed the process utilized to advertise for architects for the project. Based on this established criteria, the two architectural firms of Florida Architects and Rood and Zwick Architects were selected as the most highly qualified firms out of the six architects responding to the advertisement for request for qualifications.

(2) Florida Architects, Inc.

Mr. Little introduced Mr. Joe Sorci, President, Florida Architects, Inc. who provided a computer presentation to the Board. Mr. Sorci introduced team members of the Florida Architects, Inc. and described past projects and experience of the firm. In addition, Mr. Sorci described items that Florida Architects would take into consideration when planning the welcome centers and discussed some potential ideas and reviewed the preliminary schedule. Mr. Sorci answered questions presented by the Board of Trustees and administrative staff members.

(3) Rood and Zwick Architects

Mr. Jack Rood, architect with Rood and Zwick, introduced Mr. John Zwick, his partner with the firm. Mr. Rood and Mr. Zwick provided a computer presentation to the Board of Trustees on their past experience and possible ideas for the welcome center project including the marketing of the welcome centers to the students through the construction of a marquee on campus. Mr. Rood and Mr. Zwick answered questions presented by the Board of Trustees and administrative staff members.

(4) Selection of Architectural Firm for Welcome Center Project

Mr. Little stated that both firms are highly qualified and bring unique strengths to the project. Mr. Little answered questions presented by the Board of Trustees.

Mrs. Martinez moved approval to accept Florida Architects, Inc. as the architect for the welcome center projects. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Martinez, Penn Williams, Silvernail, Johnson; opposed - none. Motion unanimously approved. (A five minutes recess was called.)

4. CITIZEN'S PRESENTATION:

a. Mr. Glenn Forester

Mr. Glenn Forester, made a presentation to the Board of Trustees on behalf of the Brevard Community College United Faculty of Florida regarding merit pay for faculty. He reported during the last bargaining session, the faculty union was offered a 4% across the Board raise with an additional 1% held back for merit

increases. Mr. Forester spoke against the 1% being held for merit increases and recommended that consideration be given to conducting a study before awarding faculty merit increases. Mr. Forester recommended in the meantime, the 1% which was set aside for merit increases could be added to the 4% increase to award a total of 5% for the across-the-board pay increase. He referenced information he had obtained through research he had conducted.

5. CONSTRUCTION & DEVELOPMENT:

a. Report on Midwest Research Institute - Dr. Purga/Dr. Hall (Addendum)

Dr. Bert Purga, Palm Bay Campus President, introduced Dr. Andrea Hall, Senior Vice President of Midwest Research Institute (MRI), Kansas City Operations. Dr. Hall provided an update on the administrative and operational functions, the business and marketing plan and reviewed the FY 2000 first quarter financial statement for the Brevard Teaching and Research Laboratories (BTRL). Dr. Hall reported that the first quarter net income for the BTRL was \$60,522 and the total project revenues were \$359,752 better than budget. Dr. Hall answered questions presented by the Board of Trustees.

6. OLD BUSINESS:

a. Report on Pending Legal Actions - Mr. Matheny (Addendum)

(1) Legal Action Summary

Mr. Joe Matheny, College Attorney, reviewed the legal action summary provided to the Board. He also reported on the close of the sale of the cleanroom to Methode Florida, Inc. on October 12, 1999.

b. Approval of Vision/Mission Statement for College - Dr. Koller (Addendum)

Dr. Al Koller, Titusville Campus President, reported that a collegewide committee of 15 faculty and staff members developed the proposed vision and mission statement for Brevard Community College. This plan was presented to the Board at the last Board meeting for their review. Mrs. Martinez recommended a change in that the phrase "is committed to" be eliminated from the vision statement. Dr. Penn Williams recommended that the phrase "quality teaching and" be eliminated from the vision statement.

The Board discussed a possible revision of the mission statement to eliminate the phrase "is a comprehensive community college that" in the first sentence. Dr. Koller will review the Board recommendations with the committee and bring the Vision/Mission Statement back to the Board for approval.

7. **NEW BUSINESS:**

a. Purchasing Actions (Addendum)

(1) #98-00-04 - Live Fire Shoot House - Criminal Justice Center

Dr. Gamble reported the college has resources available for a Live Fire Shoot House at the Criminal Justice Center which will provide a more realistic environment involving shooting in a confined area and in close proximity to an assailant. Mr. Johnny Perkins, Director of the Criminal Justice Center, reviewed the purchasing action request and answered questions presented by the Board. Dr. Gamble recommended approval of the award of low bid in the amount of \$46,200.00 to Porta Target, Inc. for the purchase of a Live Fire Shoot House for the Criminal Justice Center.

Mrs. Martinez moved approval of the award of low bid in the amount of \$46,200.00 to Porta Target, Inc. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Silvernail, Penn Williams, Martinez, Johnson; opposed - none. Motion unanimously approved.

a. Personnel Actions - Mr. Lawton (Addendum)

Mr. Robert Lawton, Associate Vice President of Human Resources, briefly reviewed the routine Personnel Actions. Dr. Gamble recommended approval.

Mrs. Silvernail moved approval of the Personnel Actions. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Silvernail, Martinez, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

8. FINANCIAL ACTIONS:

a. Approval of Capital Outlay Budget - Mr. Little (Addendum)

Mr. Al Little reported each year the board is required to approve a capital outlay budget for the college. This year a committee comprised of the District President, Vice President for Business & Financial Affairs, Associate Vice President for Development and the four Campus Presidents created the Capital Outlay Budget. The proposed budget addresses the college's most serious needs while providing enough carryover dollars to handle significant plant emergencies. Mr. Little reviewed the highlights of the Capital Outlay Budget and answered questions presented by the Board of Trustees. Dr. Gamble recommended approval of the Capital Outlay Budget as presented.

Dr. Penn Williams moved approval of the Capital Outlay Budget. Mrs. Martinez seconded the motion. All those voting in favor of the motion - Penn Williams, Martinez, Silvernail, Johnson; opposed - none. Motion unanimously approved.

b. Approval of Fund 1 Budget Amendment #1 - Mr. Little (Addendum)

Mr. Little reviewed the Fund 1 Budget Amendment #1 which is an amendment to the Unrestricted Fund for the 1999/2000 fiscal year. The amendment updates the budget with the actual June 30, 1999 fund balance and the adjustment takes place every year once the college closes its books. Dr. Gamble recommended approval of the Fund 1 Budget Amendment #1 as presented.

Dr. Penn Williams moved approval of the Fund 1 Budget Amendment #1. Mrs. Martinez seconded the motion. All those voting in favor of the motion - Penn Williams, Martinez, Silvernail, Johnson; opposed - none. Motion unanimously approved.

c. Acknowledgment of Annual Financial Report - Mr. Cherry (Addendum)

Mr. Mark Cherry, Associate Vice President, Collegewide Accounting, briefly commented on the Annual Report for the year ending June 30, 1999 which was provided to the Board in the state required format. Mr. Johnson acknowledged receipt of the Annual Financial Report.

d. Acknowledgment of Monthly Summary Report (Addendum)

Mr. Cherry reviewed the Summary of Income and Expenditures for the month ending September 30, 1999. At the request of the Board, the percentage expended of the fiscal year budget is indicated on the report for each of the fund classes. Mr. Cherry reported the expenditures are as expected for this year. Mr. Johnson acknowledged receipt of the Monthly Summary Report.

9. **REPORT OF THE DISTRICT PRESIDENT:**

a. Massing of the Colors Ceremony

Dr. Gamble reported the annual Massing of the Colors will be held Thursday, November 11 at 3:00 p.m. in the George F. Schlatter Veterans Memorial Amphitheater on the Cocoa Campus. He encouraged the Board members to attend this special Veteran's Day tribute.

b. Piano Concert

Dr. Gamble invited the Board members to attend the Piano concert hosted on the Titusville Campus at 6:30 p.m. being performed by Cuban pianist Zenaida Manfugas as part of Hispanic Heritage Month.

c. Hate Crimes Workshop

Dr. Gamble reported a "Hate Crimes Seminar" is scheduled Wednesday, October 27 at 8:00 a.m. at the BCC Criminal Justice Center, Melbourne Campus. This seminar is open to the public.

10. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 6:10 p.m.

APPROVED: _____
Chairman, District Board of Trustees

ATTESTED: _____
Secretary, District Board of Trustees