

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
WORKSHOP MEETING**

October 16, 2000
3:30 P.M.

Bldg. #5, Rm. #102
Titusville Campus

PRESENT: Mr. Eugene C. Johnson, Chairman; Mrs. Miriam E. Martinez, Vice Chairman; Mr. James W. Handley; Mrs. Betts O. Silvernail; Dr. Alexandra M. Penn Williams; Dr. Thomas E. Gamble, Secretary

1. CALL TO ORDER:

Mr. Johnson, Chairman, called the meeting to order.

2. REPORT ON BUSINESS AND INDUSTRY TRAINING CENTER:

Dr. Tom Denison, Executive Director, Business and Industry Training Center (BITC), reported on the contract training for business and industry. He reported the program formally began in January 2000 and there have been 43 training deliveries and to-date 518 individuals (seats sold) have participated in BITC training activities. In nine months, the Business and Industry Training Center has generated a gross revenue of \$155,987 with the total expenditures of \$99,875. Dr. Denison reported one of the goals is to provide 100 deliveries to a minimum of 40 corporate customers. The program should generate at least 50% of the full cost for the first year. Dr. Denison reviewed the Summary Report for BITC provided to the Board, which included an executive summary, goals, operational plan, financial statistics, status report and marketing materials.

Dr. Gamble reported the Brevard Employment and Training Consortium (BETC) contract through Workforce Development has a direct feed to the BITC. Dr. Gamble stated since he sits on the Workforce Development Board and is on the Job Link committee, he depends on Dr. Denison to track the changes in the law. Dr. Denison reported currently the One-Stop program was set-up to allow anyone to participate. In the beginning a student had to be a displaced worker or extremely low income. The program now serves the universal customer and is open to anyone.

Mrs. Martinez commented it is important to have a strategy with BITC which should be dependent on the market area in Brevard County. Dr. Gamble felt it is important to balance initial contact issues with those who come to the college asking for assistance.

Dr. Denison discussed the interface of the BITC with the Continuing and Professional Education program of the college. Continuing and Professional Education courses are marketed to the public at large; BITC offerings are employer or association based via contract. Because the course offerings are often similar, there is a need for coordination of numerous items which include marketing, registration, resources and the Small

Business and Development Center. Dr. Denison discussed the charge for courses and reported there is an indirect cost of \$1.25 per student, per contact hour and as a rule, 40% of the cost of making the course happen should be paid.

Dr. Denison reviewed the operating budget projected for years ending June 30, 2001 through June 30, 2004. By the year 2003-2004 it is planned to add four additional staff positions to assist with the BITC. Dr. Denison reported on the quick response training grants, incumbent worker training grants, customized contract training deliveries to-date and the development of future initiatives.

Dr. Denison answered questions presented by the Board of Trustee members.

3. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 4:00 P.M.

APPROVED: _____
Chairman, District Board of Trustees

ATTESTED: _____
Secretary, District Board of Trustees