

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

December 18, 2000
4:00 P.M.

Room 231, Administration Building
Cocoa Campus

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

ABSENT: Mr. James W. Handley

1. CALL TO ORDER:

Mr. Johnson called the Board meeting to order.

Ms. Claire Baggarly, Director of Choral activities and Professor of Humanities, and members of the Chamber Singers provided several Christmas carols.

Mrs. Silvernail requested item 3.a., "Minutes - Board of Trustees Meeting - November 20, 2000" and 9.a., "Monthly Budget Summary Report" placed on the open agenda. Dr. Penn Williams requested that the item "Legislative Assistant" be added to the open agenda as item 7.b..

2. CONSENT AGENDA:

Dr. Gamble recommended approval of the consent agenda items as amended:

- 6.c. Rejection of Bids - Restroom Facilities - Palm Bay Campus
- 6.f. Approval of Addendum - Lease/Occupancy Agreement for Amphitheater - Palm Bay
- 7.a. Report on Pending Legal Actions
- 8.a. Approval of Personnel Actions
- 8.c. Approval of BCC Three-Year Calendar - 2001/2002-2003/2004

Mrs. Silvernail moved approval of the consent agenda items as amended. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Silvernail, Johnson, Penn Williams; opposed - none. Motion unanimously approved. (Mrs. Martinez unavailable for vote.)

3. APPROVAL OF THE OFFICIAL MINUTES OF PREVIOUS MEETING:

a. Minutes - Board of Trustees Meeting - November 20, 2000

Mrs. Silvernail pointed out a typographical correction to the minutes.

Mrs. Silvernail moved approval of the minutes with the correction as noted. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Silvernail, Penn Williams, Johnson; opposed - none. Motion unanimously approved. (Mrs. Martinez unavailable for vote.)

4. COMMUNICATIONS:

a. Update on Chain of Lakes and Sports Complex - Dr. Koller/Mr. Jones/Mr. Nelson

Dr. Al Koller, Executive Director of Aerospace Programs, reported on the Chain of Lakes project and sports complex proposed on the Titusville Campus property and to the north and south for an extensive part of the waterfront between Titusville and Mims. He reported over the past ten years approximately ten agencies have been involved in collaborating on the Chain of Lakes project. Dr. Koller introduced Mr. Ron Jones, Director, Brevard County Surface Water Improvement; Mr. Jim Helmer, Assistant Director, Brevard County Public Works, and Mr. Chuck Nelson, Director, Brevard County Parks and Recreation, who presented a conceptual overview of the Chain of Lakes project. Mr. Jones reported the project is a joint effort among many agencies which include Brevard County Parks and Recreation Department, Brevard County Surface Water Improvement Program, Parrish Medical Center, St. Johns River Water Management District, Brevard Community College, Department of Transportation, Florida East Coast Railway, and the City of Titusville. Mr. Jones reviewed a preliminary design for the Chain of Lakes project. He reported the item will be presented to the Board of Trustees at a later date to formalize agreements to move forward with the project. As of this date, approximately \$1 million in federal grant dollars has been committed to the project from the Federal Emergency Management Agency and the 319 H Program through the Environmental Protection Agency. Mr. Jones reported a referendum was passed for the north campus area for the Parks and Recreation Department to go forth and construct projects throughout North Brevard. The negotiation of the acquisition of the adjacent 90-acres under an option contract has taken place.

Mr. Jones reported the sports complex will be constructed at this location with approximately \$4.9 million in funds toward improvements and property purchase. Originally the project began as a series of retention/detention ponds to provide for water quality improvement and to allow for flood control improvements; however, the project has evolved into a complete design with an aesthetically pleasing manner which will be an enhancement to the college, Parrish Medical Center and the upcoming sports complex.

Mr. Chuck Nelson addressed the Board regarding moving the soccer program and locating other sports programs to this property from other locations in Titusville. Eight adult size soccer fields are planned for the property which can be broken down into 15-18 youth fields. The youth and adult soccer programs will be moved to this facility once completed. In addition, softball programs currently being held at Sandpoint Park will be relocated to the site which will assist in the improvement of this waterfront property. Mr. Nelson described the access point to the park area through the use of Kingman Road. Mr. Nelson thanked the Board for their support of the project.

5. CITIZEN'S PRESENTATION:

a. Law Enforcement Games Presentation

Mr. Rusty Buchanan, Sports Commission, presented plaques for Dr. Koller, Dr. Fettrow, Ms. Nardo, Dr. Kaliszeski and Dr. Gamble for the support provided by Brevard Community College to the international law enforcement games held in Brevard County. There were approximately 5,000 law enforcement officers in attendance.

b. Mike Raphael

Mr. Raphael requested the Board consider rescinding the decision to eliminate the position for the Director of Internal Audit effective July 2, 2001. He discussed the duties of the Director of Internal Audit and the benefit to the college.

Dr. Penn Williams moved to rescind the motion passed at the Board meeting on November 20, 2000, to eliminate the Director of Internal Audit position. Motion died for lack of a second.

6. CONSTRUCTION AND DEVELOPMENT:

a. Amendment - Construction Manager Contract - Joint Use/Bookstore Facility (Bldg. #3) - Palm Bay Campus - Mr. Little (Addendum)

Mr. Little reported A.D. Morgan Corporation is the construction manager for the Palm Bay Joint Use Classroom/Bookstore building. Amendment #1 in the amount of \$331,950 will allow the company to begin the site work. The approval of the amendment will allow construction to begin quickly after the final approval of the guaranteed maximum cost. Dr. Gamble recommended approval of the amendment to the construction manager contract with A.D. Morgan Corporation.

Mrs. Silvernail moved approval of Amendment #1 to the construction manager contract with A.D. Morgan Corporation in the amount of \$331,950 for the design phase of the project. Mrs. Martinez seconded the motion. All those voting in favor of the motion - Silvernail, Martinez, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

b. Approval of Aquatic Center Location and Selection of Architect - Dr. Purga/ Mr. Little (Addendum)

Dr. Bert Purga, Palm Bay Campus President, introduced Mr. Gary Nungesser, Palm Bay Chamber of Commerce. Dr. Purga reported a new location is being recommended for the Palm Bay Aquatic Center. It is recommended that the south campus property along Treeland be kept vacant with the intent of keeping the land available for economic development expansion. The recommended pool location is on San Filippo, just south of the St. John's River Water Management District's canal, and south of the Jupiter intersection. Dr. Purga reported this recommendation has been discussed and approved by the Aquatic Center Committee, which includes representatives from the City of Palm Bay, Brevard County Commissioners and Brevard Community College. The college has no other plans for this property and the project will be at no cost to the college. Dr. Purga discussed the rendering of the Palm Bay Campus site presented for the Board's review. Mrs. Silvernail questioned the college's liability associated with the aquatic center. Mr. Little reported the college would have a certain liability with the swimming pool, as with the pool located on the Cocoa Campus; however, the college does have adequate liability insurance. Mr. Nungesser reported the Brevard County Commission maintains liability insurance and will be responsible for the aquatic center's operations. Dr. Gamble recommended approval of the

relocation of the site for the aquatic center.

Mrs. Martinez moved approval of the recommended site for the aquatic center as presented. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Martinez, Silvernail, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

Mr. Little reported the college advertised for architect services for the aquatic center project which is funded through donations from Brevard County and the City of Palm Bay. Representatives from each of the groups serve on the Architect Selection Committee. In order to save on architect fees, the committee requested responses from architects who had previously completed swimming pool projects with plans that could be reused. The college received one response to this request from Herbert J. Sands. Mr. Sands recently completed two pool projects for the Brevard County School Board, and both pools used a design similar to what the Architect Selection Committee has envisioned. Mr. Little reported the materials supplied by Mr. Sands have been reviewed and his professional references have been checked. Based on this information, Mr. Little recommended Mr. Herbert J. Sands as architect for the Palm Bay Aquatic Center.

Dr. Penn Williams moved approval of Mr. Herbert J. Sands as architect for the Palm Bay Aquatic Center.

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

- c. Rejection of Bids - Restroom Facilities - Palm Bay Campus - Mr. Little (Addendum)

Approved - consent agenda.

- d. Agreement with Sprint - Melbourne Campus - Mr. Little (Addendum)

Mr. Little reported Sprint, Inc. needs to build a communications tower in the Melbourne area for their upcoming wireless internet service and have proposed to build the tower adjacent to the college's current communications tower on the Melbourne Campus. They would move the college's equipment to the new tower. The tower would be funded totally by Sprint; however, would belong to the college when completed. Sprint only requests that the college provide free rental

space on that tower for their equipment. Mr. Little reported under the current market rates he anticipated the college could earn approximately \$70,000 annually if the tower is fully occupied. Mr. Matheny has reviewed the contract with Sprint and a number of changes were incorporated into the original contract. Mr. Little reported it would be advantageous for the college to own the tower, as opposed to Sprint owning the tower. The college would be responsible for leasing space on the tower, although, Sprint gave the college a choice. Mr. Little reported the college would receive only a percentage if Sprint owned the tower and leased out space as opposed to the college owning the tower.

Mr. Little answered questions presented by the Board of Trustees. Concerns were expressed by the Board regarding who at the college would have the responsibility to lease space on the tower. The Board also asked the amount Sprint would pay the college should Sprint own the tower. After further discussion, it was the consensus of the Board to have the agreement with Sprint placed on the Board agenda for the January Board meeting. Mr. Little will provide further information on the financial impact if the responsibility of leasing space on the tower to outside agencies is assumed by the college as compared to what the college could expect to receive from Sprint should Sprint retain ownership.

e. Sale of Property/Road Construction - Parrish Medical Center/Brevard Community College Titusville Campus - Dr. Koller/Mr. Matheny (Addendum)

Mr. Joe Matheny, College attorney, reported Parrish Medical Center's Board has executed the original contract with Brevard Community College relative to the exchange of properties and payment for excess properties at the Titusville Campus. He has reviewed the contract and it appears to be consistent with the negotiations and in the best interest of the college. With the sale of property to Parrish Medical Center, the Titusville Campus will have a new primary access road constructed. Mr. Matheny answered questions presented by the Board. Mrs. Martinez expressed concern with the signage planned and felt permanent signage is needed as opposed to the electronic signs. Mr. Little reported there are two aspects to be considered; one is the electronic sign and what it would look like and the second aspect is entrance signage. Mr. Little discussed the plan for signage for each campus. Dr. Gamble reported the proposed sign would serve as an informational resource, which is desperately needed by the college. At this time, it is planned to have a major sign with two or three lines of electronics that will not overpower the sign itself. Dr. Gamble reported the signs would be presented to the Board for approval. Mr. Harry Jones, Parrish Medical

Center attorney, and Mr. Christopher Male, Parrish Medical Center, were available to answer questions. Dr. Gamble recommended approval of the contract between Parrish Medical Center and Brevard Community College.

Mrs. Martinez moved approval to accept the proposal for the exchange of properties and payment for excess properties and to sign the contract between Parrish Medical Center and Brevard Community College. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Martinez, Penn Williams, Silvernail, Johnson; opposed - none. Motion unanimously approved.

- f. Approval of Addendum - Lease/Occupancy Agreement for Amphitheater - Palm Bay - Mr. Matheny (Addendum)

Approved - consent agenda.

- g. Update - Welcome Center Construction - Mr. Little

Mr. Little reported the anticipated completion dates for the Melbourne Campus Welcome Center is April and the Cocoa Campus Welcome Center is June 2001. The demolition of the Cocoa Campus Student Center has been completed and the framing has been installed on the second floor. The demolition for the Melbourne Campus is also complete. Mr. Little reported contingency funding approved by the Board will be used to change out duct work which is very old and in need of replacement and it is more cost effective to do this type work during the building remodeling. It is not known if the duct work will utilize the entire contingency fund. If the work does deplete the contingency funds, Mr. Little will come back to the Board with an amendment to increase the project. Mr. Little reported construction is proceeding as planned.

7. OLD BUSINESS:

- a. Report on Pending Legal Actions (Addendum)

Approved - consent agenda.

- b. Legislative Liaison

Mr. Johnson reported he had received positive input regarding the benefits of the college having a legislative liaison. Dr. Penn Williams reported she has been

collecting additional information on this subject and felt it would free up the District President; provide the college the opportunity to contribute to the community college system and provide a point of contact for the state association, as well as to allow the college to remain nonpartisan. Mrs. Martinez discussed the benefits of a legislative liaison as expressed by a Brevard legislative delegation aid.

Dr. Penn Williams moved approval that the Board allow the District President to perform a search for a legislative liaison and to create a position for a legislative liaison. Mrs. Martinez seconded the motion.

Mrs. Silvernail stated that she was not convinced that the Board should go forward with this position at this time. She would like to see the final organization of the community college system and how that will work out. Mrs. Silvernail questioned if the legislative liaison position was the priority position needed by the college at this time. Further discussion ensued on the legislative liaison position. Dr. Gamble asked the Board if they would like to delay this decision until he received all of the input from the institutions who currently have legislative liaison positions.

Mrs. Silvernail moved approval to table the original motion until additional research is performed. Mrs. Martinez seconded the motion. All those voting in favor of the motion - Silvernail, Martinez, Johnson; opposed - Penn Williams. Motion approved 3-1.

8. NEW BUSINESS:

- a. Approval of Personnel Actions - Ms. Oglesby (Addendum)

Approved - consent agenda.

- b. Revision to College Policy #302.03, Employee Leaves of Absence - Ms. Oglesby (1st Reading) (Addendum)

Ms. Joni Oglesby, Associate Vice President of Human Resources, reported the revision to college policy #302.03, "Employee Leaves of Absence" is being

presented to the Board for the first reading. The financial impact will be negligible. The policy revision will provide consistence with the State Board of Community Colleges' guidelines.

Ms. Oglesby reported the policy will be presented for final approval at the January 21, 2001 Board meeting.

- c. Approval of Three-Year Calendar - 2001/2002-2003/2004 - Dr. Bilsky
(Addendum)

Approved - consent agenda.

9. FINANCIAL ACTIONS:

- a. Monthly Budget Status Report - Mr. Cherry (Addendum)

Mrs. Silvernail questioned the restricted funds report for the month ending November 2000. Mr. Cherry reported the report indicates only 27% of the revenue has been earned due to the timing of receipt of some government appropriations and other grants. The expenditures are at 48% as expenses accrue on a monthly basis.

Mrs. Silvernail moved to accept the November Monthly Summary Report. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Silvernail, Penn Williams, Martinez, Johnson; opposed - none. Motion unanimously approved.

- b. Report on the State Board of Community College's Review of BCC Operational Compliance and Federal Audit Reports - Mr. Little (Addendum)

Mr. Little reported the college recently received a letter from the Florida Community College System Director of Business Services, which indicated the college was rated as satisfactory with respect to the operational compliance audit. A satisfactory rating is the highest rating given by the State Board. Mr. Little recognized Mr. Mark Cherry, Associate Vice President of Collegewide Accounting and his staff, who were responsible for the financial areas audited. Mr. Johnson, Chairman, commended the college for the excellent audit.

10. REPORT OF THE DISTRICT PRESIDENT:

a. Introduction of Mary Nardo, Interim Titusville Campus President

Dr. Gamble introduced Ms. Mary Nardo, Interim Campus President, Titusville Campus.

b. Declaration of Partnership December 11, 2000 (Addendum)

Dr. Gamble reported a Declaration of Partnership was signed by the presidents of six of the Central Florida community college presidents and the University of Central Florida. These community college presidents met with Dr. Hitt to sign the agreement. This is not a new avenue for BCC, as it is for the other five community colleges. BCC has been in the forefront with a partnership with UCF and the feeling is that BCC serves as a vanguard for the other five institutions. With the increase in enrollment authorized for the University of Central Florida, Dr. Hitt has indicated it is his intention to make it a priority for transfer students coming from the community colleges as opposed to expanding bricks and mortar for lower division students at UCF. The colleges are looking at ways to provide incentives for completion of the associate degree prior to the students entering the upper division.

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

c. FACC Trustee Fly-In (Addendum)

Dr. Gamble reported the FACC Trustee Fly-In is scheduled for Wednesday, January 24 and Thursday, January 25 in Tallahassee. He encouraged Board participation. On Wednesday, January 24, a dinner will be scheduled with the Brevard County legislative delegation in Tallahassee.

Dr. Gamble reported he also invited BCC Foundation Board members to attend the Fly-In. Reservations have been made for the Board at the Holiday Inn Select.

d. Workshop Schedule

Dr. Gamble reported the Marketing Workshop originally scheduled for this Board meeting has been rescheduled to January as the survey was not received in

sufficient time. Dr. Gamble provided copies of the data to the Board members.

The workshop on the college policies will be rescheduled. A reminder will be submitted to the Board members regarding their area of assignment.

e. Enrollment

Dr. Gamble reported at this time the college is up in enrollment approximately 10% in both credit hours and head count.

f. Legislative Luncheon

Dr. Gamble reported the legislative luncheon originally scheduled for Wednesday, December 13 at 12:00 p.m. was rescheduled to Tuesday, January 30, 2001.

11. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 6:20 p.m.

APPROVED: _____
Chairman, District Board of Trustees

ATTESTED: _____
Secretary, District Board of Trustees