

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

March 18, 2002
4:10 p.m.

Carver Administration Bldg. #2, Room #231
Cocoa Campus

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

1. CALL TO ORDER:

Mrs. Martinez called the Board meeting to order.

The following changes took place to the agenda:

a. Additions/Corrections to Agenda

Item 3.a. “Minutes – Board of Trustees Evaluation Process Workshop –
February 18, 2002
Dr. Penn Williams asked for a change to be made to the minutes.

Item 6.a. “Approval of Guaranteed Maximum Price – Renovations – Building 1,
Titusville Campus”
Dr. Gamble removed this item from the consent agenda because the item was
not ready to be presented to the Board at this time.

Item 6.b. “Approval of Construction Manager Agreement with A. D. Morgan –
Amendment #1 – WBCC/Administration Building, Cocoa Campus”
Dr. Gamble removed this item from the consent agenda because the item was
not ready to be presented to the Board at this time.

Item 8.d. “Approval of Out-of-Country Travel”
Dr. Penn Williams asked for this item to be placed on the open agenda.

Dr. Gamble also reported that per the request of a guest, the “Citizen’s Presentation” section of the meeting would be conducted after “New Business” and prior to “Financial Actions.”

Dr. Gamble reported that under Item 10, “Report of the District President,” Dr. Penn Williams would be presenting on her meeting in Tallahassee, which would become Item 10.a. Item “Change in Date/Time of May Board of Trustees’ Meeting” would then become Item 10.b.

b. Presentation of SACS Survey to the Board – Dr. Layne

Dr. Rosemary Layne, Dean of Staff and Program Development, distributed a SACS Survey to the Board members and asked them to complete the form. Once the surveys were returned, Dr. Layne distributed a copy of the *SACS Commission on Colleges Criteria for Accreditation* to each of the Board members.

2. **CONSENT AGENDA:**

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

- 3.b. Approval of Minutes – Board of Trustees Meeting – February 18, 2002
- 8.a. Approval of Personnel Actions
- 8.a.(1) Approval of Faculty VIP Awards
- 8.b. Approval of the Naming of the Melbourne Campus Pavilion
- 9.a. Monthly Budget Summary Report (February 2002)
- 9.b. Approval of Unrestricted Fund Budget Amendment #4

Mr. Johnson moved approval of the consent agenda items. Mr. Handley seconded the motion. All those voting in favor of the motion – Handley, Johnson, McCotter, Martinez, and Penn Williams; opposed – none. Motion unanimously approved.

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

a. Minutes – Board of Trustees Evaluation Process Workshop – February 18, 2002

Dr. Penn Williams reported she would like Paragraph 6, on Page 5, to be removed.

Dr. Penn Williams moved approval of the Minutes – Board of Trustees Evaluation Process Workshop – February 18, 2002, with the elimination of Paragraph 6, Page 5. Mr. Johnson seconded the motion. All those voting in favor of the motion – Handley, Johnson, McCotter, Martinez, and Penn Williams; opposed – none. Motion unanimously approved.

b. Minutes – Board of Trustees Meeting – February 18, 2002

Approved – consent agenda.

4. COMMUNICATIONS:

a. Recognition of BCC Students – All-Florida Academic Team – Dr. Bilsky

Dr. Judy Bilsky, Associate Vice President of Educational Services, reported eight BCC students had been named to the All-Florida Academic Team in recognition of their outstanding grade point averages and accomplishments. They are: Teresa C. Baggett-Hines; Dianne S. Corbridge; Barbra A. Fitzsimmons; Monique C. Henry; Misty S. Orr; Sarah M. Stanton; Stacy E. Ward; and Dustin M. West. The top 25 ranked students were named to the Florida A Team, two of which were BCC students. They were: Sarah M. Stanton and Dustin M. West. Dr. Gamble and Mrs. Martinez presented certificates to three of the eight students who were able to attend the meeting. The students present were: Teresa C. Baggett-Hines; Misty S. Orr; and Sarah M. Stanton.

b. Report on the Cocoa Swimming Pool Status – Dr. Fettrow

Dr. Brenda Fettrow, Cocoa Campus President, reported on the latest discussions with the Brevard Swim Association (BSA), which included forming a community pool consortium by the BSA organization. The membership of this consortium is yet to be determined; however, community leaders will be an integral part of the membership. In early April, Mr. Al Little, Vice President for Finance and Administrative Services, and Dr. Fettrow will be meeting with Mr. Jim Ferber, from the Central Florida YMCA, to discuss the possibilities of the Central Florida YMCA taking over the operation of the Cocoa Campus swimming pool. Dr. Fettrow reported the college has agreed to extend the use of the pool through the summer months, at least through the second week of August. This will allow for a full summer swimming season to be available for community users. Mr. Stan Heinricher, President of the BSA, reported they have been having very productive conversations with the BCC administration. He reported BSA is planning on having a summer swimming event. Mr. Heinricher introduced Ms. Juliet Fletcher, the BSA Community Relations Chairperson.

c. Report on the Veterinary Technician Program – Dr. Fettrow/Dr. Grumbles

Dr. Fettrow introduced Dr. Janice Grumbles, full-time faculty member for the Veterinary Technician Program, who gave a presentation on the program.

d. Report on Tech Prep: Connecting BCC to Brevard Public Schools – Dr. Purga/
Ms. Coyne/Ms. Scholz

Dr. Bert Purga, Palm Bay Campus President, introduced BCC staff, Ms. Mildred Coyne and Ms. Kimberly Greene, as well as Ms. Janice Scholz, Resource Teacher of Family

Consumer Science Health, Brevard County School Board. Ms. Coyne and Ms. Scholz gave a presentation on the joint projects between BCC and the Brevard County School Board they have been working on over the past nine years.

5. CITIZEN'S PRESENTATION:

The following people spoke on behalf of the baseball program:

Ms. Nivea Carballo
Mr. Raymond Santana
Mr. Samuel Lopez
Ms. Carmen Lopez
Mr. Michael Tollen
Mr. Jose Vazquez
Ms. Teresa Lopez

Dr. Gamble responded to Mr. Lopez' concerns and presented him with the requested data.

6. CONSTRUCTION AND DEVELOPMENT:

- a. Approval of Guaranteed Maximum Price – Renovations – Building #1, Titusville Campus – Mr. Little

This item was removed because it was not ready to be presented to the Board at this time.

- b. Approval of Construction Manager Agreement with A. D. Morgan – Amendment #1 – WBCC/Administration Building, Cocoa Campus – Mr. Little

This item was removed because it was not ready to be presented to the Board at this time.

7. OLD BUSINESS:

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

Mr. Matheny reported a settlement conference was held regarding the negotiations with the City of Cocoa pertaining to the stormwater issues and sports stadium. This issue is progressing in a positive direction. Mr. Matheny anticipates an agreement within the next two months. He reported the Lester McMillan suit was terminated by a jury verdict, in favor of the college, on all issues. BCC received an offer, from the Plaintiff, not to take an appeal in exchange for \$25,000. BCC's insurance carrier rejected this

offer because they believe the appeal has no merit. Mr. Matheny reported Mr. George Gray was an employee who was terminated. Mr. Gray has filed a complaint with the Florida Human Rights Commission. Mr. Matheny's recommendation to the college Board, regarding Mr. Gray, is to do nothing at this point.

b. Report on the Chain of Lakes Project – Mr. Jones/Mr. Nelson

Mr. Ron Jones, Director of the Regional Stormwater Utility with Brevard County, and Mr. Chuck Nelson, Brevard County Director of Parks and Recreation, gave a presentation on the Chain of Lakes Project in Titusville.

8. NEW BUSINESS:

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

Approved – consent agenda.

a.(1) Approval of Faculty VIP Awards – Ms. Oglesby (Addendum)

Approved – consent agenda.

b. Approval of the Naming of the Melbourne Campus Pavilion– Dr. Kaliszeski (Addendum)

Approved – consent agenda.

c. Approval of The Cocoa Village Playhouse Expansion Plans – Mr. Gilfilen (Addendum)

Mr. Walt Gilfilen, Associate Vice President for Development, introduced Ms. Staci Hawkins-Smith, Executive Director of the Cocoa Village Playhouse, and Mr. Larry McIntyre, Chair of the Cocoa Village Playhouse Board. Mr. Gilfilen reported the anticipated costs are approximately \$1.2 million for an expansion of a technical support facility and other work needed in the renovations. This is anticipated to be distributed over a period of years as the funds are received. This will provide improved quality of performances and expanded seating for additional revenues. Dr. Gamble recommended approval of The Cocoa Village Playhouse Expansion Plans.

Mr. McCotter moved approval of The Cocoa Village Playhouse Expansion Plans.

Dr. Penn Williams seconded the motion. All those voting in favor of the motion – Handley, Johnson, McCotter, Martinez, and Penn Williams; opposed – none. Motion unanimously approved.

d. Approval of Out-of-Country Travel – Dr. Gamble

Dr. Penn Williams suggested a description of the funding source be provided to the Board when out-of-country travel is presented for approval. Dr. Gamble provided a breakdown of funding sources for the travel as requested. Dr. Gamble recommended approval of the out-of-country travel as presented.

Mr. Johnson moved approval of the out-of-country travel. Mr. Handley seconded the motion. All those voting in favor of the motion – Handley, Johnson, McCotter, Martinez, and Penn Williams; opposed – none. Motion unanimously approved.

e. Brevard Employment and Training Consortium – Mr. Gilfilen/Dr. Astrab/Ms. South

Mr. Gilfilen reported the Brevard Employment and Training Consortium (BETC) includes the Brevard County School Board, Brevard Community College, Agency for Workforce Innovation, and the Division of Vocational Rehabilitation. They have been responsible for carrying out the contract for the Job Link Program for the past six years. He reported the four entities decided not to respond to the current request for proposal from Brevard Workforce Development Board (BWDB).

Mr. Gilfilen introduced Ms. Linda South, Executive Director of the BWDB, and Dr. Don Astrab, Chairperson of the BETC Consortium. Mr. Gilfilen reported that there were substantial requirements for coordination of training, placement activities, youth services, etc., listed in the current request for proposals from the Brevard Workforce Development Board. Mr. Gilfilen reported BCC feels this would put BCC tax monies at a risk.

Mr. Gilfilen reported BCC will continue to be a major provider of classes for whoever receives the contract. Ms. South shared information regarding the plans of the Brevard Workforce Development Board and BCC's role in executing workforce programs in Brevard County. Mr. Gilfilen gave special recognition to Ms. Dianne Messer, former Director of Job-Link, for putting the Brevard Job Link system on the map.

f. First Reading of New College Policy #400.08, "Admission to the College" – Dr. Bilsky (Addendum)

Dr. Gamble reported this is a first reading; therefore no action is required. He reported the character of the policy is in line with the policy governance definition.

- g. Approval of Items to Add to Future Board Agendas by the Board – Mrs. Martinez

Mrs. Martinez asked if there were any items to add to future agendas. There were no items.

9. FINANCIAL ACTIONS:

- a. Approval of Monthly Budget Summary Report (February 2002) – Mr. Cherry (Addendum)

Approved – consent agenda.

- b. Approval of Unrestricted Fund Budget Amendment #4 – Mr. Little (Addendum)

Approved – consent agenda.

10. REPORT OF THE DISTRICT PRESIDENT:

- a. Visit to Tallahassee – A Report from Dr. Penn Williams

Dr. Penn Williams reported she was invited to a function at the Governor's mansion with Mrs. Barbara Bush. One of the areas presented was the National Literacy Program. Mrs. Bush explained some of the details of the National Literacy Program and her Foundation for Literacy. Governor Bush talked about the specifics of the literacy program that Florida will have. The Florida State University is involved with the program and community colleges may even be participating in terms of pre-service learning or training teachers in the area of teaching reading.

- b. Change in Date/Time of May Board of Trustees' Meeting

Dr. Gamble reported on a request to modify the May Board of Trustees meeting; however, the meeting will remain on Monday, May 20, 2002, at 3:00 p.m. for the Budget Workshop and 4:00 p.m. for the regular meeting.

- c. National Science Foundation Grant

Dr. Gamble reported BCC had an electronic transmission indicating that the college's bid for a National Center of Excellence and Aerospace Training had been transmitted by the National Science Foundation to the approving agency. He reported BCC should know the results within approximately four weeks.

11. ADJOURNMENT:

There being no further business to come before the Board, the meeting adjourned at 6:55 p.m.

APPROVED: _____
Chair, District Board of Trustees

ATTESTED: _____
Secretary, District Board of Trustees