

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
2001-2002 GOALS REVIEW – FOURTH QUARTER REPORT WORKSHOP**

June 17, 2002
3:00 p.m.

Lecture Auditorium, Occupational Bldg. (#1)
Titusville 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, Mr. Joe D. Matheny, Attorney;
Dr. Thomas E. Gamble, Secretary

1. CALL TO ORDER:

Mrs. Martinez, Chair, called the meeting to order.

2. GOALS REVIEW FOR YEAR 2001-2002:

Dr. Gamble introduced Mr. Frank Billings, Special Assistant to the District President for Institutional Effectiveness and Strategic Management. Mr. Billings reviewed the achievements that BCC has accomplished during the 2001-2002 fiscal year and reviewed the process for strategic planning. He presented the eleven goals that were established for the fiscal year 2001-2002 and presented the major accomplishments that BCC achieved just during the fourth quarter of the fiscal year.

It was the consensus of the Board that more metrics be provided in future progress reports on goals.

Dr. Gamble reported on goal number two, which was the Volunteer Incentive Program (VIP) and the process where employees submit data to substantiate nominating either another employee or themselves for the VIP Award. The Committee then reviews the data, takes it to the District Cabinet, and then the data goes to Dr. Gamble.

Dr. Gamble reviewed goal number three, provided in the report, regarding enrollments and retention. He reported he looks at credit hours as a key figure because that is what brings in the money. Dr. Gamble reported BCC was up in the double digits with enrollment this past year and was at ten percent on retention of students.

Dr. Gamble reported on goal number four, which was “plant improvements.” He reported BCC has a plant master plan that is being followed, based on available funds. Work can be seen on the Titusville and Cocoa Campuses.

Mr. Billings reviewed the results of the recent staff and faculty survey that was conducted at BCC. Dr. Gamble reported a copy of all of the executive surveys that were conducted were provided to the Board members in their packets. This included an executive survey of the executive staff, a student survey, two faculty surveys, and a faculty/staff survey.

Mr. Billings also reviewed the strategic plan initiative for 2002-2003. Dr. Gamble reported this initiative has just been completed and it will be reviewed by the District Cabinet.

Mr. Billings gave a presentation of the BCC web page and other pages the students have access to, pertaining to registration and classes.

Dr. Gamble urged the Board members to read the first six pages of the strategic planning effort for the next year, which outlines how the process works and how BCC is planning to implement the strategic planning. Dr. Gamble reported there are two community surveys BCC will try to get out this summer in order to assess community needs.

Mr. Billings will continue to work with Dr. Gamble to establish metrics for the goals.

3. ADJOURNMENT:

The meeting adjourned at 4:20 p.m.

APPROVED: _____
Chairman, District Board of Trustees

ATTESTED: _____
Secretary, District Board of Trustees