

**BREVARD COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MEETING**

May 23, 2005  
4:30 p.m.

King Center for the Performing Arts  
Building 9, Room #168  
Melbourne Campus

**PRESENT:** Mr. Alberta K. Wilson, Vice Chairman; Mr. James W. Handley;  
Mrs. Miriam Martinez; Mr. James Theriac; Mr. Joe D. Matheny, Attorney;  
Dr. Thomas E. Gamble, Secretary

**ABSENT:** Mr. C. R. "Rick" McCotter III, Chairman

**1. CALL TO ORDER:**

Mrs. Alberta Wilson, Chair, called the meeting to order.

a. Pledge of Allegiance

Mrs. Wilson opened the meeting with the "Pledge of Allegiance."

b. Introduction of Ms. Lee Bailey, Director, Resource Development

Dr. Jeff Spoeri, Executive Director, BCC Foundation, introduced Ms. Lee Bailey, Director of Resource Development, who joined the college in April 2005.

c. Introductions of Dr. Brenda Fettrow, Vice President, Student Services and Dr. Amy Hendricks, Provost, Cocoa Campus

Dr. Gamble introduced Dr. Brenda Fettrow as the new Vice President of Student Services. He also introduced Dr. Amy Hendricks, who was selected to fill the resulting vacancy as Provost of the Cocoa Campus.

d. Additions/Corrections to Agenda

None.

**2. CONSENT AGENDA:**

Mrs. Wilson recommended approval of the consent agenda items:

- 3.a. Minutes – Board of Trustees Workshop Meeting – April 18, 2005
- 3.b. Minutes – Board of Trustees Meeting – April 18, 2005
- 8.a. Approval of Personnel Actions
- 8.b. Approval of Collegewide Voluntary Incentive Program (VIP) Awards
- 8.d. Approval of Out-of-Country Travel/Humanities Study Abroad Program
- 8.e. Approval of Disposition of College Property
- 8.f. Approval of the Board Policy Governance Manual
- 9.a. Approval of Monthly Budget Status Report, April 2005
- 9.b. Approval of 2005-06 Operational Budget
- 9.c. Approval of 2005-06 College Fee Schedule
- 9.d. Approval of 2004-05 Capital Outlay Budget Amendment
- 9.e. Approval of 2005-06 Capital Outlay Budget

Mr. Theriac moved approval of the consent agenda items. Mr. Handley seconded the motion. All those voting in favor of the motion – Theriac, Handley, Martinez, and Wilson; opposed – none. Motion unanimously approved. (McCotter – absent.)

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

- a. Minutes – Board of Trustees Workshop Meeting – April 18, 2005  
Approved – consent agenda.
- b. Minutes – Board of Trustees Meeting – April 18, 2005  
Approved – consent agenda.

**4. COMMUNICATIONS:**

- a. Recognition of Veterinary Technology (Vet Tech) Program Contributors

Dr. Barbara Ake, Provost, Health Sciences, and Dr. Janice Grumbles, Professor, Veterinary Sciences, recognized several representatives from the Brevard County Sheriff's Work Farm. Dr. Grumbles reported the Work Farm has provided valuable support and facilities for students' use in the Large Animal lab course at no cost to the College.

Dr. Grumbles also recognized Ms. Linda Morehouse, Territory Manager, Equine Division, Ft. Dodge Animal Health. Dr. Grumbles reported that Ms. Morehouse has served on the Vet Tech Advisory Board since 2004, and has provided invaluable expertise and support to the program as well as arranging donations to the program.

Dr. Grumbles further recognized Dr. Brad Newman and Dr. Anthony Weirather, who are full-time veterinary practitioners and support the Vet Tech program as part-time instructors and contributors. Dr. Grumbles added that it is significant to note that the students from the Large Animal lab class “petitioned” her requesting that Drs. Newman and Weirather be honored for their unselfish contribution of knowledge and time to the program.

The Trustees and Dr. Gamble expressed their appreciation and presented each with a plaque in recognition of their support of the BCC Veterinary Technology program.

Dr. Gamble also recognized Dr. Janice Grumbles, who will be leaving BCC as the Program Coordinator for the Veterinary Technology Program and will be missed. He reported, however, that a local veterinarian who has been active in the program for many years will take on the responsibilities upon Dr. Grumble’s departure.

Dr. Grumble’s expressed thanks for the support of the college, Board and community. She also provided information on scheduled Open House on Saturday, June 18, from 11:00 a.m. to 2:00 p.m., to view the newly renovated Vet Tech facilities. Many exhibits and demonstrations will be displayed and Dr. Grumbles welcomed the participation of the Board.

**5. CITIZEN’S PRESENTATION:**

None.

**6. CONSTRUCTION AND DEVELOPMENT:**

a. Approval of Guaranteed Maximum Price – King Center Renovation

Mr. Al Little, Vice President, Finance and Administrative Services, reported that the Board previously approved H. J. High as Construction Manager for the King Center renovation project. The project entails the light bridge improvements and dressing room renovations, with air conditioning improvements of \$150,000 being funded out of the Capital Outlay Budget. H. J. High has provided a guaranteed maximum price of \$1,334,064, including a \$100,000 contingency line, which exceeds the projections by approximately \$125,000, due to price escalation. Mr. Little reported that the King Center and BCC staff are evaluating options to reduce the cost of the project to meet current funding levels; however, the BCC Board is requested to approve the proposed guaranteed maximum price of \$1,334,064 in order to move forward with the project due to the tight project timeframe to complete the project prior to the Fall

Season. Mr. Little offered his assurance that costs will be controlled to the best of his ability.

Mrs. Martinez reported she was present at the King Center Board meeting and that the figures were carefully scrutinized and stated she supports the approval of the guaranteed maximum price of \$1,334,064. The King Center Executive Committee has approved the project with the understanding that 2005-06 revenue from the King Center Capital Improvement fees or other future donations may be necessary to cover the actual project costs. Dr. Gamble also conveyed support of approval of the Guaranteed Maximum Price, King Center Renovation.

Mr. Theriac moved approval of the Guaranteed Maximum Price, King Center Renovation. Mr. Handley seconded the motion. All those voting in favor of the motion – Theriac, Handley, Martinez, and Wilson; opposed – none. Motion unanimously approved. (McCotter – absent.)

Prior to the final vote, Mr. Handley inquired regarding possible financial exposure to the college in the event cost-cutting options are not successful. Mr. Little confirmed that the maximum financial exposure to the college would be \$125,000, although this scenario is unlikely as there are other sources which would be primary for any budgetary overruns.

7. **OLD BUSINESS:**

a. Report on Pending Legal Actions – Mr. Matheny

None.

(1) Presentation by Mr. Hank Simon Regarding Palm Bay Academy

Mr. Matheny introduced Mr. Hank Simon, Simon Consulting Corporation (formerly of Palm Bay Chamber of Commerce). Mr. Simon introduced Mr. Steven Smith, President of Board of Directors, Palm Bay Academy, who reported that he is proud to announce that Palm Bay Academy has the distinction of being ranked first in the state for 2005 FCAT 4<sup>th</sup> Grade writing scores. He introduced the following individuals, who spoke in support of the school: Mrs. Donna Sargent, founding parent and Director of Operations; Mrs. Madhu Longoni, Founder and Principal of Palm Bay Academy; Mrs. Marilyn Kinsel, founding parent and Operations Manager; and Mrs. Sandra Marines, 4<sup>th</sup> grade teacher. Mr. Smith reported that Palm Bay Academy is an extension of Brevard County Public School System with a mission to serve the student body with a standard of excellence. He directed the attention of the Board to the letter of endorsement provided by Dr. Winston P. Nagan,

Vice President, Palm Bay Academy Board of Directors, who was unable to attend the Board meeting.

Mr. Smith reported that the Palm Bay Academy was founded in April 1998 as a tax exempt, non-profit Charter School. The Academy has had tremendous success and has a need to expand its facilities. As such, they are interested in purchasing property adjacent to BCC's Palm Bay Campus to allow for future expansion to K-12 instruction.

The speakers reported on Palm Bay Academy's principles, objectives, philosophies, successes and future plans. The program utilizes the Montessori philosophy. Parents have requested expansion through the 8<sup>th</sup> grade level, in which the International Baccalaureate Organization (IBO), Middle Years Programme (MYP) will be utilized due to high level requirements and compatibility with the Academy's current educational philosophy. Future expansion through grade 12 is anticipated utilizing the IBO Diploma Programme.

Mrs. Longoni reported on the Academy's existing strategic partnerships and mentors, which have been instrumental in the school's success. She further related that the partnership of Palm Bay Academy and Brevard Community College is an excellent fit due to the compatibility of educational goals, and advantageous to expanding dual enrollment, teacher training and mentoring opportunities.

Mr. Simon, Project Consultant, Palm Bay Academy Expansion, reported the Project Team has determined that three parcels of land located adjacent to BCC's Palm Bay Campus would be ideal for the Academy's future expansion plans. Property #1 is 16.99 acres located on the NW corner of Community College Parkway and Babcock Street in Palm Bay; Property #2 is a 19.98 acre lake, which the current owner has agreed to sell pending purchase agreement of adjoining property; and, Property #3 is 20.18 acres of environmental land, currently owned and maintained by the BCC Foundation. Mr. Simon reported that if the purchase of the land is approved, the facilities would ultimately include four classroom buildings, an administrative/library building, a science building, an art and music building, a gymnasium and a performing arts center built in an attractive quadrangle design. Mr. Simon reported that a partnership with the college's apprentice trade program would be mutually beneficial for the construction of a performing arts arena for community cultural events on the lakefront property.

Mrs. Longoni reported that Palm Bay Academy is a public school without restricted admissions selection criteria; anyone can apply. She did confirm that not all students will be suitable for the International Baccalaureate program, so upon expansion, two separate high school tracks will be

available for students. Initially there were 90 K-3 students, and that number has expanded to 260 K-8 students. The projected goal would be growth to 700 K-12 students. Mrs. Longoni reported that there is currently a waiting list due to class sizes limitations.

Mr. Simon reported that the economic feasibility of the three-year expansion project has been studied and concluded the Academy is financially stable to support such an offer. He reported an annual audit is completed by Brevard County Schools.

Mr. Matheny reported on the financial and legal aspects of the offer and substantial discussion ensued. It was the consensus of the Board that the concept and proposal would be mutually beneficial; however, a current appraisal on the BCC and Foundation-owned property and financials from the School Board would be a minimum necessity to make an informed decision. Mr. Simon stated they are anxious to move forward as the goal is to break ground by October 1, 2005, with an August 2006 Phase I opening. Mr. Theriac expressed his support for the purchase with confirmation that the purchase offer is good and reasonable.

Mr. Matheny reported that area identified as Property #3 is owned by the BCC Foundation and, as such, the Foundation Board should be extended the courtesy of reviewing the offer. Mr. Matheny reported the current contract provisions require acceptance by May 31; however, Mr. Smith indicated that if further explorations are required, the date can be extended to five days following the next Board meeting, scheduled June 13.

**8. NEW BUSINESS:**

a. Personnel Actions – Ms. Oglesby

Approved – consent agenda.

b. Approval of Collegewide Voluntary Incentive Program (VIP) Awards

Approved – consent agenda.

c. Review of 2005-06 College Catalog Draft

Dr. Brenda Fettrow, Vice President, Student Services, presented the draft 2005-2006 Catalog for the Board's review and comment. She reported that the catalog has added student demographics and student club listings. She further reported that the catalog has undergone extensive review and is ready to print if the Board is agreeable. Dr. Gamble requested that Board comments or concerns be addressed quickly in order to meet a June 2 press deadline.

d. Approval of Out-of-Country Travel/Humanities Study Abroad Program

Approved – consent agenda.

e. Approval of Disposition of College Property

Approved – consent agenda.

f. Approval of the Board Policy Governance Manual

Approved – consent agenda.

g. Request for Future Board Meeting/Workshop Agenda Items

Mrs. Martinez suggested that future Board Workshops begin at 3:00 p.m. rather than 2:00 p.m. now that the Policy Governance Manual has been completed. The Board concurred that Workshops will be held 3:00-4:00 p.m. beginning on June 13.

**9. FINANCIAL ACTIONS:**

a. Approval of Monthly Budget Status Report, April 2005

Approved – consent agenda.

b. Approval of 2005-06 Operational Budget

Approved – consent agenda.

c. Approval of 2005-06 College Fee Schedule

Approved – consent agenda.

d. Approval of 2004-05 Capital Outlay Budget Amendment

Approved – consent agenda.

e. Approval of 2005-06 Capital Outlay Budget

Approved – consent agenda.

**10. REPORT OF THE PRESIDENT:**

a. Graduation

Dr. Gamble reported that the May 21 graduation ceremony was quite successful and thanked Trustees Wilson and Martinez for their participation. He stated it is notable that graduates ranged from 16 to 72 years of age. He further reported that Mr. Lewis Webb, who is highly regarded in the community, was honored as Distinguished Alumni. Dr. Gamble reported that Mr. Webb was concurrently awarded an Associate of Arts Degree from BCC.

b. Drug Testing

Dr. Gamble reported that preliminary discussions regarding a possible employee drug testing policy have ensued. Further discussions regarding budgetary and logistical impacts are required. A report and recommendation will be provided at a later date.

c. BEST Graduation

Dr. Gamble reported that the "BEST" (Building Excellence Supervisory Training) supervisory training program graduated its first class on May 17. He reported that the feedback has been unanimously positive and that the program will run on a continuous basis.

d. Community Leaders Listing

Dr. Gamble reported that in accordance with the procedure for the President's Evaluation process, he has provided a listing of community leaders, which includes names submitted by the Board. Dr. Gamble also provided a "contact rationale sheet." A discussion ensued regarding the suitability of several representatives listed due to lack of direct contact with him. It was the concurrence of the Board to eliminate Dr. Newman, as she is now employed by the college. In addition, Randy Rothring and Ron Reef were removed from the list.

e. Legislative Summary

Dr. Gamble provided a summary article describing this year's legislative session outcomes.

f. New Residency Requirements

Dr. Gamble reported that the State's new residency requirements are quite stringent and causing discontent due to documentation requirements. He suggested the Trustees review the new requirements.

g. Representative Joe Pickens Visit

Dr. Gamble reported he will host, along with Representative Thad Altman, Representative Joe Pickens for a tour of the SpaceTEC and the Aerospace area on Friday, May 27.

h. Volunteer Recognition

Dr. Gamble presented the Trustees with the Volunteer Recognition packages provided by the Volunteers at BCC Program, which recognized the many community members who volunteer their time to benefit the college.

i. European Aeronautic Defense and Space Company (EADS ) Proposal

Dr. Gamble reported that he is assisting the Economic Development Commission in the European Aeronautic Defense and Space Company (EADS) Proposal effort for Brevard County. Dr. Gamble further reported that a specialized degree to meet the EADS' plant requirements, would be offered, along with the construction of a training facility built according to their needs. This training facility would be under the auspices of the college, and constructed with PECO funds. The preferred facility location would be on the college campus or adjacent to the Melbourne Airport. Dr. Gamble reported the project is a state priority.

j. Aerospace Program Relocation

Dr. Gamble reported that the first-year aerospace degree students have now relocated to the Cocoa Campus, and second-year students are now at the Cape Canaveral Air Force Station, Hangar Little L building. He further reported that the labs will continue to be maintained by the college at the Astronaut Memorial Foundation (AMF), with the possibility of leasing them out in the future. SpaceTEC will continue to be housed at the Hangar Little L facility at Cape Canaveral Air Force Station.

k. July Board of Trustees Meeting

Dr. Gamble requested the Board's input regarding the July Board Meeting and Workshop. It was the consensus of the Board to cancel the July meeting as has been done in the past.

11. **COMMITTEE REPORTS**

a. Alumni Association – Mrs. Wilson

Mrs. Wilson deferred to Dr. Jeff Spoeri, Executive Director, BCC Foundation, who reported the search to fill the vacant Alumni Association position will be delayed for the remainder of the calendar year as part of the budgetary process. Possible integration of the Alumni Association as a sub-committee of the Foundation Board is being evaluated.

b. BCC Foundation – Mr. Theriac

Mr. Theriac reported that \$6,500 has been raised for the Foundation Disney Cruise fundraiser which will sail September 15-18. He reported that additional cruise vacancies exist at below-market rates for anyone interested. Mr. Theriac further reported that the golf tournament scheduled for October 18 has raised \$46,000 to-date, which will support six Foundation scholarships. In addition, he reported that the Annual Foundation meeting will be held on Sunday, June 26 aboard the Disney Wonder. All Trustees have been invited and formal invitations will be forthcoming.

c. Cocoa Village Playhouse – Mr. McCotter

No report.

d. Insurance Committee – Mr. Theriac

No report.

e. King Center for the Performing Arts – Mrs. Martinez

Mrs. Martinez reported that the renovation project to the King Center lighting, dressing rooms and air conditioning is underway as discussed earlier in the meeting. She further reported that investment funds will now be moved to a more diversified mutual fund portfolio due to anticipated benefit.

f. Planetarium – Mr. Handley

No report.

Mrs. Wilson commended Dr. Gamble and his staff on the “Breeze” publication, which is very well done and informative. She also congratulated Dr. Gamble for being the recipient of the United Way Bridge Builder award.

**12. ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 6:40 p.m.

**APPROVED:** \_\_\_\_\_

**Chair, District Board of Trustees**

**ATTESTED:** \_\_\_\_\_

**Secretary, District Board of Trustees**