

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

September 19, 2005
5:00 p.m.

Lecture Auditorium
Occupational Building #1
Titusville Campus

PRESENT: Mrs. Alberta K. Wilson, Chairman; Mr. C. R. "Rick" McCotter III, Vice Chairman; Mr. James W. Handley; Mrs. Miriam Martinez; Mr. James Theriac; Mr. Joe D. Matheny, Attorney; Dr. Thomas E. Gamble, Secretary

1. CALL TO ORDER:

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

a. Pledge of Allegiance

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

b. Additions/Corrections to Agenda

None.

2. CONSENT AGENDA:

Mrs. Wilson recommended approval of the remaining consent agenda items:

- 3.a. Minutes – Board of Trustees Workshop Meeting – August 15, 2005
- 3.b. Minutes – Board of Trustees Meeting – August 15, 2005
- 8.a. Summary of Personnel Actions
- 8.b. Approval of IRS 457(b) Deferred Compensation Plan for Employees
- 8.d. Approval of Out-of-Country Travel for Jeff Johnson
- 8.e. Approval of Out-of-Country Travel for David Johansson
- 9.a. Approval of Monthly Budget Status Report, August 2005
- 9.b. Approval of 2004-2005 Annual Financial Report

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

3. APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETINGS:

- a. Minutes – Board of Trustees Workshop Meeting – August 15, 2005

Approved – consent agenda.

- b. Minutes – Board of Trustees Meeting – August 15, 2005

Approved – consent agenda.

4. COMMUNICATIONS:

- a. Report on Titusville/Virtual Campus Programs

Dr. Kathy Cobb, Provost, Titusville/Virtual Campuses, reported on programs and projects taking place on the Titusville Campus. She reported that \$10,000.00 seed money was recently received from Parrish Medical Center (PMC) for reopening the childcare center on the campus. The childcare center will be utilized by college and PMC faculty and staffs, with a projected opening date of October 31, 2005.

Secondly, PMC is assisting with the food preparation for planned meals to be sold on the Titusville Campus for the convenience of students, faculty and staff. In addition, PMC is working with the Titusville Campus on the development of a project “Main Street PMC.” PMC is obtaining historical homes throughout Florida to be relocated to the area adjacent to the Campus, creating a quaint town to attract neighboring businesses. Dr. Cobb stated that the college has also acquired historical homes such as the Groveskeeper House and plans to partner with PMC to create a historical setting for social and educational events.

Dr. Cobb reported that the Chain of Lakes is a reality after many years of planning. The area is currently being utilized for soccer playing fields with future expansion plans that will benefit the college.

Dr. Cobb reported on the Titusville Center for Teaching Excellence which is a room in Building 1 for faculty to work on improving classroom instruction using technology.

Dr. Cobb reported that the Virtual Campus was recently honored as recipient of the Instructional Technology Council Award for Outstanding Distance Learning Education Program. She further reported that the Virtual Campus is launching a partnership with the University of Central (UCF). The program entitled Partnership for the Advancement of Distributed Learning (P-ADL) is seeking partners, along with Brevard Community College to infuse technology into the teaching and learning process. Virtual Campus staff will be leading workshops in the P-ADL facility. Further details on these efforts will be presented to the Board in the near future.

Dr. Cobb reported on techniques developed by Titusville Math teacher, Dr. Joe Wakim, for tutoring distance learning students. She stated that this is an example of the Virtual Campus' dedication to provide outstanding student services to distance learning students.

b. Recap of READ® and Learn Campaigns

Dr. Bert Purga, Provost, Palm Bay Campus, provided an update on the READ® & Learn poster campaign, designed to inspire students' interest in reading. He introduced Ms. Dayla Nolis, Palm Bay Campus Designer and campaign coordinator. She reported that faculty have shared that the campaign creates the opportunity for students to approach them to discuss interest in areas depicted on the posters. Ms. Nolis reported that students were recruited from the graphics programs, who were rewarded by scholarship hours for their time and effort. She introduced the students, Ligia Probus and Sue Conant and recognized Kelly LaMaster, who was not present. She further reported that to expand the program to Brevard County High Schools a dual enrollment independent study course was created, Digital Imaging I and II, for Bayside and Palm Bay High School students. These dual enrollment students created posters for display in their high schools. These posters and the posters depicting the Board of Trustees were displayed.

5. CITIZEN'S PRESENTATION:

Several faculty members requested an opportunity to discuss faculty rights, respect and impasse issues with the Board. Mr. Matheny advised the Board of their role in addressing pending Union employment issues. The Board is not permitted to discuss impasse issues with anyone, including other Board members, the administration, outside legal counsel, etc. As such, he advised that entertaining presentations on behalf of the Union are inappropriate as they would be designed to influence the Board in the decision process.

- a. Ms. Amy Rieger reported she is one of 205 faculty members, who teaches American History , and also serves as Chair of the Cocoa Campus Liberal Arts Department. She reported that she is also chief negotiator for UFF-BCC, but will not discuss related issues. She addressed the skills and dedication of BCC's faculty with a request that faculty, and issues important to them, be considered with due diligence and respect.
- b. Mr. Ken Lemhouse reported he is a Melbourne Campus Librarian, and encouraged the Trustees to visit the Campuses for random visits and conversations in order to increase their knowledge of college faculty and issues important to them and the college.
- c. Ms. Karyn Ott stated she is an Assistant Professor and Program Coordinator at the Palm Bay Campus Humanities Department. She reported on several faculty success

stories and the differences they have made in the community and to our students due to their commitment to the college and its students.

- d. Ms. Rhonda Rye reported she is a Speech Instructor on the Titusville Campus, instructing in the classroom, on-line and hybrid modalities. She reported that principles of collaborative learning are essential to the success of students in group projects. She invited the Board to get to know the faculty members to learn more about the dedication and methods they utilize on behalf of the college students.

Dr. Gamble remarked that the foregoing discussions are just a few examples of the quality and dedication of college faculty. He expressed the gratitude of the administration for their efforts.

6. CONSTRUCTION AND DEVELOPMENT:

None.

7. OLD BUSINESS:

a. Report on Pending Legal Actions – Mr. Matheny

- (1) Approval of Extension for Closing in the Sale of Palm Bay Property to Palm Bay Academy (PBA)

Mr. Joe Matheny reported the 17-acre parcel under contract to Palm Bay Academy is currently scheduled to close on October 15, 2005. Palm Bay Academy (PBA) requested an extension on this deadline in the earlier Board Workshop. Mr. Matheny recommended if the Board supports the request for an extension, that the new deadline extend to November 19, 2005.

Mr. Theriac moved approval of the extension for closing in the sale of Palm Bay Property to Palm Bay Academy to November 19, 2005. Mr. McCotter seconded the motion. All those voting in favor of the motion – Theriac, McCotter, Handley, Martinez, and Wilson; opposed – none. Motion unanimously approved.

8. NEW BUSINESS:

a. Personnel Actions

Presented to the Board for information only; with no action required.

b. Approval of IRS 457(b) Deferred Compensation Plan for Employees

Approved - consent agenda.

c. Approval of UCF/Community College Joint Resolution

Dr. Gamble reported the Board was provided a Draft Agreement of a Resolution between the University of Central Florida (UCF) and Florida's Community Colleges in the Central Region of the state. Dr. Gamble recognized Dr. James Drake, Regional Director, UCF, who has been instrumental in the drafting of this agreement. The agreement represents a positive move toward a stronger alliance between UCF and the named community colleges. The agreement does not in any way abridge the identity of Brevard Community College nor stand in the way of program offerings at BCC, but rather enhances opportunities for the students to continue studies at UCF. Upon resolution by all parties, implementation for operational details will take place.

Dr. James Drake reported he concurs that this agreement is an instrument for providing a framework through which complementary and overlapping missions can broaden the relationship between the institutions for the benefit of the students.

Dr. Gamble reported that he met with Senator Bill Posey, District 24, and shared the proposed agreement. Senator Posey expressed strong support. Dr. Gamble recommended approval of the Resolution between UCF/Community College (as noted.)

Dr. Gamble reported that the rollout of the plan will occur sometime between October and January depending upon timing of the respective institutions' Board approval.

Mr. Handley moved approval of Resolution between UCF/Community College (as noted.) Mrs. Martinez seconded the motion. All those voting in favor of the motion –Handley, Martinez, McCotter, Theriac and Wilson; opposed – none. Motion unanimously approved.

Dr. Gamble further requested the Board to authorize the Chairman to represent the Board by participating in the rollout ceremony, with a time, date and place to be determined at a later time.

Mrs. Martinez moved approval of Chairman Wilson's representation of the Board at the time of the official rollout ceremony. Mr. Handley seconded the motion. All those voting in favor of the motion – Martinez, Handley, McCotter, Theriac and Wilson; opposed – none. Motion unanimously approved.

d. Approval of Out-of-County Travel for Jeff Johnson

Approved - consent agenda.

e. Approval of Out-of-Country Travel for David Johansson

Approved - consent agenda.

f. Request for Future Board Meeting/Workshop Agenda Items

Mrs. Martinez requested that the structure of college financial aid mechanisms such procedures, qualifications, etc. be scheduled as a future workshop agenda item. Mrs. Wilson requested that unused scholarship funds also be included in this discussion.

Mrs. Martinez further requested a Board Workshop discussion on Chief Executive Officer (CEO) Compensation Mechanisms.

Mr. Theriac requested a future Board meeting and workshop be held at the UCF campus to highlight their facilities in view of the close relationship between UCF and BCC and their students. Dr. Gamble will explore the possibilities with Dr. Drake.

Mrs. Martinez requested a meeting with further discussion regarding the Sarbanes-Oxley Act.

9. FINANCIAL ACTIONS:

a. Approval of Monthly Budget Status Report, August 2005

Approved – consent agenda.

b. Approval of 2004-05 Annual Financial Report

Approved – consent agenda.

10. REPORT OF THE PRESIDENT:

a. King Center Memorandum of Understanding

Dr. Gamble reported that the Board was provided with a draft Memorandum of Understanding proposed by the King Center Board of Directors. He suggested that the Board consider the document in advance of the presentation for approval at the October Board meeting.

b. Board Retreat

Dr. Gamble reported the Board was provided a copy of the Retreat agenda. He further reported that Dr. David Pierce, former Executive Director of American Association of Community Colleges, will be facilitating the workshop. Dr. Gamble stated that the Board was also provided a list of suggested topics of discussion; however, additional suggestions can be communicated to either him or Mrs. Terry Martin, Executive Assistant to the President.

c. Association of Community College Trustees (ACCT) National Congress Meeting

Dr. Gamble reported that he attended the ACCT National Congress meeting in Seattle, Washington, along with Trustees Martinez and Theriac. He further reported that the meeting materials and handouts are being distributed to the Board for review.

Mrs. Martinez provided a summary of the conference, highlighting several college programs of particular relevance to Brevard Community College. Dr. Gamble reported that information has been disseminated to appropriate individuals for review.

Dr. Gamble reported that discussions regarding Sarbanes-Oxley were relevant due to differences of opinion on how the "whistleblower" decisions relate to community college. Materials were shared with the Mr. Little, Vice President, Finance and Administrative Services and Mr. Matheny, college attorney. Dr. Gamble reported his impression was affirmation that the college has done things appropriately. Mrs. Martinez inquired if Sarbanes-Oxley applies to the college due to state audits. Dr. Gamble stated the college needs reassurance of the protection in this regard; however, the whistleblower component needs further review.

Mrs. Martinez inquired regarding the materials describing background checks for students in addition to staff. Dr. Gamble reported that the college receives notification from the Florida Department of Law Enforcement (FDLE) when a student with a criminal background enrolls in the college, which is disseminated to campus security and Provosts. Dr. Gamble stated that the underage student must be protected and the fingerprinting, which is currently ongoing, is appropriate protective action for students.

Dr. Gamble reported that the current ACCT President is a former Community College President, and thus aware of the challenges faced by community colleges.

11. COMMITTEE REPORTS

a. Architect Selection – Mrs. Martinez

No report.

b. Alumni Association – Mrs. Wilson

Dr. Jeff Spoeri, Executive Director, BCC Foundation, reported the Foundation Board of Governors has approved the proposal to create a committee within the Foundation Board assigned to Alumni matters rather than having a separate Alumni Board.

c. BCC Foundation – Mr. Theriac

Mr. Theriac reported that the recent Foundation cruise raised \$10,000.00. The golf tournament is scheduled for October 15. Dr. Spoeri reported a scholarship pledge of \$10,000.00 from AM-KO (the college custodial service) has been received.

d. Cocoa Village Playhouse – Mr. McCotter

Mr. McCotter reported that the Cocoa Village Playhouse met last Friday. The fundraising efforts continue; however, sufficient monies are available to begin site work for infrastructure. He further reported that Mr. Richard Moon is addressing problems with leaks in the roof.

e. Insurance Committee – Mrs. Martinez

No report.

f. King Center for the Performing Arts – Mr. Handley

Mr. Handley deferred to Dr. Gamble, who reported that the King Center Memorandum of Understanding was discussed. In addition, Dr. Gamble reported that remodeling efforts are progressing on schedule with planned openings in September.

g. Planetarium – Mr. Handley

Mr. Handley reported that the Planetarium is seeking financial sponsors to purchase an additional IMAX movie, *Cosmic Encounters*. Mrs. Wilson indicated that she would provide the name of a contact in this regard.

12. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 6:12 p.m.

APPROVED: Alberta K. Wilson
Chair, District Board of Trustees

ATTESTED: Thomas E. Gault
Secretary, District Board of Trustees