

**BREVARD COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
RETREAT**

September 30, 2005 and  
October 1, 2005

Dodgertown Conference Center  
Vero Beach, FL

A full recording of the Retreat is available on cassette in the Office of the President.

**Friday, September 30, 2005**

**10:00 a.m. to 5:00 p.m.**

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

**ABSENT:** Mr. James Handley

**GUESTS:** Dr. Don Astrab, Dr. Brenda Fettrow, Ms. Terry Martin

**1. ETHICS PRESENTATION - Mrs. Alberta Wilson**

Mrs. Alberta Wilson, Board Chair, presented a comprehensive report on ethics, and her position as Business Ethics Advisor, The Boeing Company, Florida Operations. She reviewed case scenarios pertaining to business courtesy, hiring competitors, retaliation, and proprietary information. A discussion was held regarding the new Board Policy Governance Manual no longer including a specific Code of Ethics, other than the tie to Florida Statutes, Chapter 112. Mr. Matheny provided a general review of the Florida Ethics Commission Standards.

The Board felt it might be beneficial to include either a code of ethics or standards of practice policy in the Policy Governance Manual. Dr. Gamble requested Ms. Martin prepare a policy for Board consideration.

Dr. Gamble reported on the Sabanes-Oxley Act. Originally, it had been decided that this Act was not applicable to community colleges; however, there are lingering questions regarding whether the community colleges fall under the Act.

Mrs. Wilson referred the Board to the ACCT white paper, "What are Ethics?" which was provided to the Board. Dr. Pierce added that the ACCT website contains some very valuable white paper resources for Boards.

**2. CONTRACT WITH MR. HARIDOPOLOS**

Discussion was held by the Board on the arrangements in the contract with Mr. Mike Haridopolos as Florida State Senator

Mrs. Martinez recommended implementation of a process whereby accountability of time use would be more specific.

(Topic to be continued on Saturday.)

**3. ROLE OF THE BOARD/20 ESSENTIAL QUESTIONS - Dr. David Pierce**

Dr. Pierce reported on his background and history in the community college system, including his service as the President and CEO with the American Association of Community Colleges.

Dr. Pierce discussed several cases within the community college system involving impropriety dealing with improper use of emails by Board members to gain consensus and improper use of Pell grant funds.

He reported on the role of the Board, which included:

1. Selecting and nurturing the President.
2. Support of the President.
3. Finding a way to validate the President.

Dr. Pierce recommended the Board be sure to question the President if they have questions in order to exercise their responsibility as a trustee. The Board's job is primarily policy making. If the college is framed properly, they have done a good job. Empowerment of the Board is as a whole, and not as a single person. The President should be held accountable for leadership and management of the college by putting strategies into place to ensure that he carries out the policies and directives.

Dr. Pierce suggested when the Board members are contacted by individuals in the community that to the degree they can, the individual should be turned back to the administration, unless there is a serious problem.

Dr. Pierce stressed the importance of the Board setting the tone to encourage a positive, innovative president. The Board should be positive and constructive. If a decision is made by the Board, speak as a Board and provide support. This means a Board member should never have public differences. The Board members will have different perspectives, but once a decision is made by the Board as a whole, the minority should rise above it and move forward.

Dr. Pierce reported the ACCT conference forums are good opportunities to see what other Boards are doing. He recommended also visiting other college campuses as the best form of professional development. In addition, the *Community College Week* and *Community College Times* publications contain good information.

Dr. Pierce suggested the Board and college coming to learn things from the community by inviting in selected people from the community for round table discussions.

Dr. Pierce provided verbal report on various higher education institutions throughout the nation including selection of the Board members and number of Board members.

Dr. Pierce reported he is the CEO of COMBASE, which stands for Community Based Learning. The organization offers good sources for creative ideas.

Dr. Pierce discussed that in order to get the most from attendance at national and regional conferences, preplanning should be done by the Board so that information can be brought back from the meetings to share.

Dr. Pierce indicated that surveys are an effective way to obtain input from the community. He cautioned the Trustees to keep a broad perspective on viewpoints.

Dr. Pierce recommended finding ways to honor individuals in the community such as providing an honorary associate's degree to individuals to help build bridges.

He reported the ACCT and AACC National Legislative Congress is held in February to provide communications on national issues, which is helpful knowledge.

Dr. Pierce asked how the college set strategic goals. Mrs. Martinez explained the Board objectives, which follow the Florida Board of Education Goals and how they are set.

Dr. Pierce shared information on how community colleges obtain funds for certifications. When new industry comes in, funds can be earmarked to be used for this service through tax increment financing for up to ten years.

Dr. Astrab mentioned the vocational centers, apprenticeship programs, aerospace technology and the nursing program as programs defined by industry.

Dr. Pierce reviewed the history of educational needs in the United States starting with before the Industrial Revolution. He asked the Board to consider what type of service will need to be offered by the community colleges for students in the future.

The Board discussed needs of the future including increased demand on the virtual campus and reducing the time span to earn a degree.

Dr. Pierce shared information on the shift in high school where students begin to work on their higher education degrees in the 11th and 12th grades. He reported schools in Utah have taken steps that mandate that students complete the associate's degree at the same time they graduate from high school.

Dr. Pierce discussed a focus on earning endorsed certificates confirming an individual is competent in specific skill and knowledge areas.

The meeting was adjourned at 5:00 p.m. to reconvene on Saturday at 9:00 a.m.

**9:00 a.m. to Noon**

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

**ABSENT:** Mr. James Theriac

**GUESTS:** Dr. Don Astrab, Dr. Brenda Fettrow, Ms. Terry Martin

**4. CONTRACT WITH MR. HARIDOPOLOS** (Continued from Friday)

Discussion took place regarding the contract with Mr. Haridopolos. Mrs. Martinez suggested that in addition to reporting time, the report should include names, dates and places. She recommended charting the work by quarter with dates and who will be reviewing indicated.

After further discussion, it was decided that Mr. Handley will discuss the possibility with Mr. Haridopolos of taking an unpaid leave for the remaining 2 ½ years of the current agreement. There would be no change in contract wording, but Mr. Haridopolos would be free from teaching responsibilities. The decision should be effective beginning with the spring 2006 term.

Mr. Matheny felt the current contract could remain in place as written; however, there would be no requirement for teaching.

**5. BOARD OBJECTIVES**

Dr. Gamble reported BCC enrollment is down about 3%. This is likely due to high employment, low unemployment and is a state and national trend.

A Board discussion was held on the Board Performance Objectives and Targets for FY's 2005-08, used in the evaluation of the President's performance. (Addendum)

Objective #2 - Include specific dates and accountability figures.

Objective #7 - List evidence to be provided, i.e., preparation of Title 3 and preparation process.

Objectives #17 and #18 - Targets should be proportional to demographics.

Objectives #19 and #20 - Should show certificate and new programs. Include verbiage under target, i.e., Level 1 and 2 reviews.

Objective #23 - Include milestones, i.e., Melbourne entrance, etc. Should include other measurements such as preventative maintenance and satisfaction numbers. Second category should be labeled.

Objective #24 - Should include partnership with the School Board as well.

Objective #25 - Should show current return on investment and target.

Objective #26 - Suggested that can be measured at end of year on whether implementation has taken place.

There was Board consensus to adopt the Performance Objectives and Targets for FY's 2005-08 with modifications. Dr. Gamble indicated that he would bring the revised document to the Board for comment at the next Board meeting.

The Board requested a workshop meeting be scheduled for March or April to review objectives for the following fiscal year, 2006-2009.

It was requested that a mini retreat be scheduled each July, beginning next year, to review the Board Evaluation and President's Evaluation.

6. **MONETARY AWARD FOR EMPLOYEES WITH IDEAS IMPLEMENTED FOR COST SAVINGS**

Dr. Gamble discussed that one of the Board members had asked to add discussion on having a monetary award established for employees whose ideas are implemented by the college, which result in a cost savings. The item was tabled until a future meeting.

7. **DECLINING BY DEGREES DISCUSSION**

Discussion was held on the "Declining by Degrees" video. Mrs. Martinez suggested featuring a BCC professor who is innovative with ideas and new methods of teaching. The individual could be featured in a special S&PD newsletter. The goal would be to enter these practices in an instructional design data base that could be accessed by other instructors as a tool.

8. **COMMUNITY COLLEGES - A REFERENCE HANDBOOK**

Dr. Gamble reported favorably on the textbook, *Community Colleges - A Reference Handbook*. Copies of the book were provided to the members of the Board.

9. **PRESIDENT-BOARD COMMUNICATIONS**

There was general satisfaction expressed by Board members with the method, quantity and quality of communications from the President. Mr. Handley requested the Board meet in a workshop to discuss the President's evaluation on a yearly basis.

10. **EXECUTIVE COMPENSATION ARRANGEMENTS**

A discussion was held on possible executive compensations provided to attract and retain college executives. Dr. Pierce shared information pertaining to compensation packages which can include use of a car, housing or allowance, and deferred compensation.

Mrs. Martinez requested a future workshop be conducted on programs available to executives in the community college sector.

**11. LOWE'S PROPOSAL**

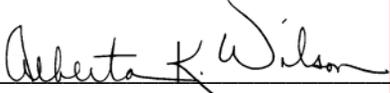
Mr. Matheny reported on Lowe's proposal to enhance the BCC Palm Bay Campus entrance in conjunction with construction of a new Lowe's facility. It was the consensus of the Board to continue to proceed with reviewing the proposal; however, Lowe's would have to pay for the college land. It was the consensus of the Board that Mr. McCotter serves as the liaison to work with BCC staff, Florida Architects and Lowe's on the proposal.

**12. ADJOURNMENT:**

The retreat adjourned at Noon.

**ADJOURNMENT:**

The workshop adjourned at 4:45 p.m.

**APPROVED:**   
**Chairman, District Board of Trustees**

**ATTESTED:**   
**Secretary, District Board of Trustees**