

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

May 22, 2006
4:50 p.m.

King Center for the Performing Arts
Room #168
Melbourne 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 the recitation of the "Pledge of Allegiance."

b. Additions/Corrections to Agenda

Mr. McCotter requested removal of Item 8.d., “Approval of Disposition of Surplus Property,” from the consent agenda.

c. Farewell to Mrs. Martinez and Welcome to Mrs. Tsamoutales

Mrs. Wilson thanked Mrs. Martinez for her many contributions to the college while serving on the Board. She also welcomed Mrs. Tsamoutales as a new Board member beginning June 1, 2006.

2. CONSENT AGENDA:

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

- 3.a. Minutes – Board of Trustees Workshop Meeting – April 17, 2006
- 3.b. Minutes – Board of Trustees Meeting – April 17, 2006
- 8.a. Summary of Personnel Actions
- 8.b. Approval of Collegewide Faculty VIP Awards
- 8.c. Approval of Out-of-Country Travel for Dr. Phil Simpson
- 8.d. Approval of Disposition of Surplus Property - removed from consent agenda
- 8.e. Approval of AACC Travel Expenses
- 8.f. Approval of College Catalog

- 8.g. Approval of King Center Fourth Amended and Restated Articles & Bylaws
- 8.h. Approval of the Historic Cocoa Village Playhouse, Inc. Second Amended and Restated Articles and Bylaws
- 8.i. Approval of 2005 Institutional Accountability Report
- 9.a. Approval of April Monthly Summary of Income and Expenditures
- 9.b. Approval of 2006-2007 Operational Budget
- 9.c. Approval of 2006-2007 College Fee Schedule
- 9.d. Approval of 2006-2007 Capital Outlay Budget
- 9.e. Approval of Write-Off of Un-Collectable Accounts

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

3. APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETINGS:

- a. Minutes – Board of Trustees Workshop Meeting – April 17, 2006

Approved – consent agenda.

- b. Minutes – Board of Trustees Meeting – April 17, 2006

Approved – consent agenda.

4. COMMUNICATIONS:

- a. Recognition of All-Florida Academic Team Members

Dr. Brenda Fettrow, Vice President, Student Services, introduced the nine BCC students who were named to the All-Florida Academic Team in recognition of their outstanding grade point averages and accomplishments. She recognized the recipients: Velma Claypool, Ashley McGrath, Sarah Stoeckel, Derek Cartwright (not present), Ashley Harper, Daniel Martoma (not present), Sheena Maynard, Marvin Tador and Dale Yeager (not present) and provided brief details of their accomplishments.

- b. Report on the Citizenship Ceremony

Dr. Brenda Fettrow, Vice President, Student Services, reported that each year the college hosts a Naturalization Ceremony. She introduced Ms. Francine Arrington, Coordinator, International Services, who provided video clips from the ceremony held at BCC on January 20, 2006. Ms. Arrington reported that the next ceremony

will be held on the Cocoa Campus on January 12, 2007, and invited the Boards' participation.

c. Report on Recruitment Initiatives

Dr. Brenda Fettrow, Vice President, Student Services, introduced Ms. Kathleen Peters, Dean, Enrollment Management, who described current recruitment initiatives. Ms. Peters reported there are currently three designated recruitment specialists: Ms. Stephanie Lubno, Collegewide Recruiter; Ms. Gloria Meeks, and, Ms. Teri Jones, Diversity and Equity Recruiters. She stated that these individuals participated in 30-100 events this year, including Project Get Ready, College Night, Better Living Expo and Space Alliance Education Day. In addition, many other individuals at the college participate in recruiting events throughout the year, during non-peak registration time.

Ms. Peters reported last fall 5,355 new student applications were processed, of which 4,288 students registered, representing an 80% positive return on recruitment activities.

Dr. Fettrow reported it is encouraging that new student applications have increased dramatically this last year, indicating student awareness of the college programs available. Furthermore, the 80% registration return from these applications is remarkable, as 60-65% return is the nationwide average. She also stated that retention efforts will also be monitored for effectiveness.

Dr. Fettrow reported that the implementation of the Call Center, mandatory advising, mentoring and new tools such as WebCap educational planner will serve to enhance student satisfaction and success.

Dr. Gamble stated his desire to identify high school graduates who do not plan to proceed to higher education to make them aware of options at BCC.

Ms. Peters confirmed that the college has a very active Student Ambassador program to assist with recruitment events. Mr. Handley suggested that organizing a pool of successful BCC graduates for speaking engagements, etc., would be an excellent recruitment aid. It was also suggested that a video of Representative Thad Altman's presentation at the Spring graduation ceremony would be a valuable tool. Finally, forming student focus groups to get student feedback would be helpful.

5. CITIZEN'S PRESENTATION:

None.

6. CONSTRUCTION AND DEVELOPMENT:

None.

7. OLD BUSINESS:

a. Report on Pending Legal Actions – Mr. Matheny

Mr. Joe Matheny, college Attorney, reported the contract with Lowe's in Palm Bay is progressing with expectations that it will be finalized in the near future. He further reported that the Palm Bay Academy has forwarded the \$38,000 deposit and extension fees due to-date. As agreed, an additional \$10,000 will be paid each month through the September extension deadline. These funds will be credited against the purchase price if the contract closes as agreed, otherwise, the funds will be credited to the college in the event of default.

8. NEW BUSINESS:

a. Personnel Actions

The Personnel Actions were presented to the Board for information only; with no further action required.

b. Approval of Collegewide Faculty VIP Awards

Approved - consent agenda.

c. Approval of Out-of-Country Travel for Dr. Phil Simpson

Approved - consent agenda.

d. Approval of Disposition of Surplus Property

Mr. Mark Cherry, Associate Vice President, Financial Services, reported that surplus computers, which are deemed sellable, are offered to college staff at a minimal cost on a first-come-first-serve basis. Mr. Marshall confirmed that Dell has agreed to "clean" computer operating systems for re-sell to staff. This partnership with Dell has proven to be very cost effective for the college due to the manpower and storage space required to manage the process internally. Mr. Marshall also reported that the School Board takes un-sellable computers to salvage parts. Mr. McCotter requested

that Mr. Awtonomow make contact with Dell regarding possible computer donations for Brevard County non-profit use. Dr. Gamble recommended approval of the disposition of surplus property.

Mr. McCotter moved approval of disposition of surplus property. Mr. Handley seconded the motion.

All those voting in favor of the motion – McCotter, Handley, Martinez, Theriac and Wilson; opposed – none. Motion unanimously approved.

e. Approval of AACC Travel Expenses

Approved - consent agenda.

f. Approval of College Catalog

Approved - consent agenda.

g. Approval of King Center Fourth Amended and Restated Articles and Bylaws

Approved - consent agenda.

h. Approval of the Historic Cocoa Village Playhouse, Inc. Second Amended and Restated Articles and Bylaws

Approved - consent agenda.

i. Approval of 2005 Institutional Accountability Report

Approved - consent agenda.

j. Request for Future Board Meeting/Workshop Agenda Items

Mr. McCotter requested a future report regarding programs and initiatives for improving retention of students in the first-year experience.

Mr. Handley requested a future report regarding the status of Institute of Business Technology and Continuing Education (IBT&CE) programs and finances.

9. FINANCIAL ACTIONS:

a. Approval of the April Monthly Summary of Income and Expenditures

Approved – consent agenda.

- b. Approval of 2006-2007 Operational Budget
Approved – consent agenda.
- c. Approval of 2006-2007 College Fee Schedule
Approved – consent agenda.
- d. Approval of 2006-2007 Capital Outlay Budget
Approved – consent agenda.
- e. Approval of Write-off of Un-Collectable Accounts
Approved – consent agenda.

10. REPORT OF THE PRESIDENT:

a. 2006-2007 Legislative Action

Dr. Gamble reported May 31 is the deadline for Governor Bush's action on the 2006-2007 legislation. He requested the Trustees' review and communication with the Governor regarding the controversial FICA funding bill, which would allow public funds for use at private institutions. Mrs. Wilson reported that the Trustees Commission discussed this concern with the Governor at their meeting last month.

b. New Millenium Academy

Dr. Gamble reported he was contacted by representatives of a Palm Bay charter school, New Millenium Academy, Inc. The representatives will provide a written proposal for the June Board meeting requesting use of Palm Bay Campus land to place 17 modular facilities for a period not to exceed six months (August 2006 through January 2007), in return for \$7,000 per month rent.

Mr. Matheny demonstrated the area of land which has been proposed for this use as well as a possible alternative site which might be more conducive for this purpose. He stated he will contact representatives to discuss the possibility of the alternative site. Dr. Gamble reported that liability issues and possible conflicts with Lowe's construction efforts and traffic flow are being researched.

c. Graduation

Dr. Gamble reported the Spring graduation ceremonies on May 20 were successful, with more than 1,300 graduating, including 49 dual enrollment graduates.

d. Enrollment

Dr. Gamble reported that Summer A enrollment is currently up 1-2%.

e. Indian River Community College (IRCC) Partnership Proposals

Dr. Gamble reported two partnership opportunities with Indian River Community College (IRCC) are being evaluated. One partnership involves Nuclear Medicine where the students would begin schooling at BCC and finish at IRCC. The other would be Veterinary Technology studies beginning at IRCC and finishing at BCC.

f. Foundation Executive Director Position

Dr. Gamble reported that Mr. Dick Beagley has expressed interest in full-time employment as Executive Director of the Foundation beginning on or about July 1. Mr. Beagley has served BCC for many years and has numerous community contacts which would benefit the college.

g. Foundation Annual Meeting

Dr. Gamble reported the Foundation Board annual meeting is scheduled for Saturday, May 27. It will be held onboard the Carnival Glory beginning at 10:45 a.m. and the Board's participation was encouraged.

h. Titusville Main Street PMC

Dr. Gamble reported the development of the Titusville Main Street PMC has been delayed due to the need to prepare the land for placement of the historical buildings. Parrish Medical Center has requested the houses remain on Titusville Campus property until the land is ready. Dr. Gamble reported an area has been identified on the Titusville Campus, which would be appropriate for this use. Mr. Matheny will work with the Parrish Foundation to insure the college is protected from liability issues.

i. Veterinary Technology Accreditation

Dr. Gamble reported he is pleased the Veterinary Technology program has now received notification of full accreditation.

j. Hurricane Preparation

Dr. Gamble reported the college is preparing for the impending hurricane season. He reported that a special edition of the "Breeze" reviewing preparation recommendations has been distributed to the staff, a copy of which was distributed to the Trustees.

k. Informational Brochures

Dr. Gamble called attention to several handouts which were distributed to the Board, including a new BCC Report to the Community, ACCT Advisor, and combined athletic brochure.

11. COMMITTEE REPORTS

a. Architect Selection – Mrs. Martinez

No report.

b. Alumni Association – Mrs. Wilson

No report

c. BCC Foundation – Mr. Theriac

No report.

d. Cocoa Village Playhouse – Mr. McCotter

Mr. McCotter deferred to Dr. Fettrow who reported the Cocoa Village Playhouse (CVP) “It’s a Wrap” fundraiser was a huge success, netting more than \$72,000. Due to the success of the event, this will become an annual fundraising event.

Dr. Fettrow also reported that more than \$1.2 million has been raised thus far with projections of \$2.2 million by the end of summer. She confirmed that the final plans for the annex have been received to be presented to the Board at the June Board meeting.

e. Insurance Committee – Mrs. Martinez

No report.

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

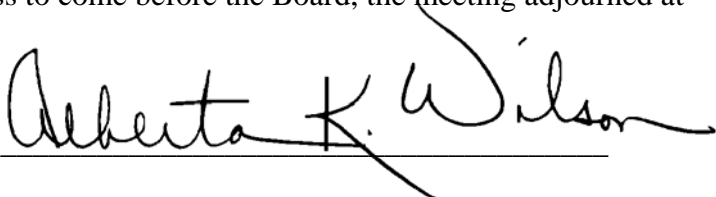
Mr. Handley reported Mr. Phil Nohrr will be retiring as Chairman of the King Center Board and will be replaced by Mr. Nick Heldreth.

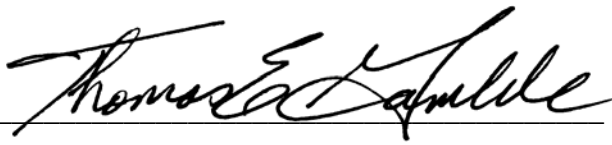
g. Planetarium – Mr. Handley

No report.

12. ADJOURNMENT:

There being no further business to come before the Board, the meeting adjourned at 6:35 p.m.

APPROVED: 
Chair, District Board of Trustees

ATTESTED: 
Secretary, District Board of Trustees