

**BREVARD COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MEETING**

March 24, 2003  
5:00 p.m.

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

**PRESENT:** Mr. James W. Handley, Chair; Dr. Alexandra M. Penn Williams, Vice Chair;  
Mr. Eugene C. Johnson; Mrs. Miriam E. Martinez; Mr. C. R. "Rick" McCotter III;  
Mr. Joe D. Matheny, Attorney; Dr. Thomas E. Gamble, Secretary

**1. CALL TO ORDER:**

Mr. Handley called the Board meeting to order.

The following changes took place to the agenda:

a. Additions/Removal/Corrections to Agenda

There were no changes to the agenda.

**2. CONSENT AGENDA:**

Dr. Gamble recommended approval of the consent agenda items:

- 3.a. Approval of Minutes – Board of Trustees Workshop – February 17, 2003
- 3.b. Approval of Minutes – Board of Trustees Meeting – February 17, 2003
- 8.a. Approval of Personnel Actions
- 8.a.(1) Approval of Faculty Divisional VIP Award Nominees
- 8.c. Approval of International Travel for Francine Arrington
- 8.d. Approval of International Travel for Jeff Johnson
- 9.a. Approval of Monthly Budget Summary Report – February 2003

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

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

- a. Minutes – Board of Trustees Workshop – February 17, 2003

Approved – consent agenda.

- b. Minutes – Board of Trustees Meeting – February 17, 2003

Approved – consent agenda.

**4. COMMUNICATIONS:**

- a. Report on Melbourne CROP/AASU – Dr. Kaliszeski/Dr. Heck

Dr. James Heck, Dean of Educational Services, Melbourne Campus, reported on the many opportunities, at Brevard Community College, to enhance recruitment and retention of minorities. The Melbourne Campus has three organizations to assist. The African-American Student Union, is led by faculty sponsor, Maria Parnell, Melbourne Campus Communications Instructor; the second group is a campus-based Minority Recruitment and Retention Committee consisting of 14 faculty, staff, and students, led by Ms. Pat Black, Advisor in Student Development on the Melbourne Campus, Co-Sponsor of AASU, Co-Chair of the Minority Recruitment and Retention Task Force, and Co-Chair for the Melbourne Campus Black History Programs Committee. The College Reach Out Program (CROP) is a grant-based program, whereby Dr. Ruby Bell, Coordinator of the College Reach Out Program, visits middle and high schools in Brevard County and encourages minority students to attend college.

Dr. Heck introduced Dr. Bell who gave a brief presentation of the CROP. She explained BCC students have volunteered to act as mentors for CROP. Dr. Bell introduced Angelica Johnson, a ninth-grade student from Palm Bay High School, who has received help and instruction through CROP, and Carmekia Sullivan, BCC student, who is a volunteer for CROP. These two students explained the interaction between high school students and college students that is experienced through CROP.

**5. CITIZEN'S PRESENTATION:**

None.

6. **CONSTRUCTION AND DEVELOPMENT:**

None.

7. **OLD BUSINESS:**

a. Report on Pending Legal Actions – Mr. Matheny (Addendum)

Mr. Matheny reported on some potential claims against Brevard Community College. He reported the Board members might want to have a more extensive report regarding the WBCC-TV station's digital conversion. He suggested possibly giving a report on this topic in the next few months.

Mr. Matheny reported, as the triage legal counsel for BCC, he recommended the services of Attorney Jesse Hogg be engaged to handle BCC's labor negotiation and labor matters for this upcoming year. Dr. Gamble reported he would defer to Mr. Matheny's judgement.

Mr. Johnson moved approval of the contract to engage Mr. Jesse Hogg as the attorney, for BCC, to handle the labor negotiation and labor matters. Mr. McCotter seconded the motion. All those voting in favor of the motion – Handley, Johnson, McCotter, Martinez, and Penn Williams; opposed – none. Motion unanimously approved.

8. **NEW BUSINESS:**

a. Approval of Personnel Actions – Ms. Oglesby (Addendum)

Approved – consent agenda.

(1) Approval of Faculty Divisional VIP Award Nominees – Ms. Oglesby (Addendum)

Approved – consent agenda.

b. Approval of College Equity Report – Ms. Oglesby (Addendum)

Ms. Joni Oglesby, Associate Vice President of Human Resources, reported the Board has had an opportunity to review the Equity Report and entertained questions from the Board. Ms. Oglesby reported BCC continues to exert efforts in recruiting all minorities. The Hispanic community in Brevard County is growing and there is much opportunity that BCC is working toward attracting to BCC, both in employment ranks and student ranks. Ms. Oglesby reported the Equity Report was sent on March 14, in draft form, to Tallahassee as required. If there are any major changes, the report would be brought back to the Board prior to the April 2003 Board meeting. Ms. Oglesby acknowledged the efforts of the Human Resources Department, Dr. Bilsky and her office staff, the Moore Multicultural Center, and Data Services in preparing the report. Dr. Penn Williams reported the SAT scores for minority students in Florida had the greatest increase in all of the Southeastern states. Dr. Bilsky, Associate Vice President of Student Services, reported there is a comparison of completion rates shown in the Equity Report. There are some gaps, especially between black students and non-black students. Dr. Penn Williams asked if the gap is closing and if there is a trend towards closing the gap. Ms. Oglesby reported the number was -19.5 this year compared to -23 last year. BCC is moving in the right direction. Dr. Penn Williams asked if BCC has any initiatives for the Governor's "One Florida," that addresses K-20. Ms. Oglesby reported BCC has the Adopt-A-School Programs where BCC works with elementary students. In addition, BCC works with the students all throughout their education, encouraging and helping them to see themselves as a BCC student.

Mrs. Martinez asked if Ms. Oglesby projected what the SACS accreditation issues, with the faculty members, will do to the numbers at BCC. Ms. Oglesby reported there are minorities included in that group, but BCC is looking at ways of assisting the faculty members with tuition, so that they can meet the SACS criteria. Dr. Gamble recommended approval of the College Equity Report.

Dr. Penn Williams moved approval of the college Equity Report. Mr. Johnson seconded the motion. All those voting in favor of the motion – Handley, Johnson, McCotter, Martinez, and Penn Williams; opposed – none. Motion unanimously approved.

- c. Approval of International Travel for Francine Arrington – Dr. Spraggs (Addendum)

Approved – consent agenda.

- d. Approval of International Travel for Jeff Johnson – Dr. Kaliszeski (Addendum)

Approved – consent agenda.

- e. Request for Board Meeting Agenda Items – Board Members

Dr. Gamble confirmed the Learning College topic is on the list of agenda items.

Mr. McCotter asked for a quarterly report on BCC's Direct Support Organizations (DSOs) to be added as an agenda item.

Dr. Penn Williams reported due to her new assignment in Tallahassee, she will be unable to serve as the Board representative on the King Center Board. It was the consensus of the Board that Mrs. Martinez serve in this capacity.

**9. FINANCIAL ACTIONS:**

- a. Approval of Monthly Budget Summary Report – February 2003 – Mr. Cherry (Addendum)

Approved – consent agenda.

**10. REPORT OF THE DISTRICT PRESIDENT:**

- a. YMCA Status

Dr. Gamble provided the Board members with a statement relating to the YMCA partnership and entertained questions from the Board. There was discussion regarding the negotiating of a contract with the YMCA. Mr. Little answered questions that were asked by the Board members. The YMCA contract will be presented to the Board members at the April 28, 2003, meeting for their consideration and approval.

b. AM-KO Custodial Services

Dr. Gamble provided the Board members a survey summary taken last week regarding AM-KO service at the college. AM-KO has been at BCC for approximately six months and is still in the developmental stages. Dr. Gamble feels AM-KO is moving in the correct direction. He reported the survey will help BCC define, to AM-KO, some of the additional needs of BCC. Mrs. Martinez asked if there is a liaison, at each campus, to work with AM-KO. Dr. Gamble reported there is a liaison for each campus and BCC is pursuing these efforts. Mrs. Martinez offered to provide a contact with the individual in charge of the program at Harris to explain the process. Mr. Little reported employees may not realize the correct process they should follow for complaints.

c. Bernard W. Simpkins Business Seminar for April 22, 2003

Dr. Gamble reported the next Bernard W. Simpkins Business Seminar for Entrepreneurial Development will be featuring Mr. Charles Clemente, who is a member of the King Center Board, a former Chief Operating Officer of Redgate and America Online. Mr. Clemente will be making two presentations on April 22, 2003; 10:45 a.m. in the Lecture Auditorium, Melbourne Campus, and 6:00 p.m. at the Simpkins Fine Arts Auditorium, Cocoa Campus.

d. Spring 2003 Enrollment

Dr. Gamble provided the Board members the latest readout on BCC's Spring enrollment. The numbers are holding at 5%+.

e. Service Learning Reference Handout

Dr. Gamble provided the Board members a book entitled, "Building Partnerships for Service Learning." He asked the Board to note BCC is specifically referenced as being one of the more significant service learning institutions in the country. Dr. Gamble reported Mr. Roger Henry, Director of Service Learning, does an excellent job. BCC has a very unique program receiving accolades, not only from SACS, but BCC is now being visited by the national associations that relate to this area as an exemplary institution.

f. Newspaper Articles

Dr. Gamble reported it was decided to discontinue providing the Board members with paper copies of various newspaper articles regarding educational developments in the area. Instead, Board members will be provided the articles via e-mail. The articles will be national, state, and local articles that pertain to Brevard Community College, national issues, and state issues, that may be arising. Mrs. Martinez reported this process works well.

11. **COMMITTEE REPORTS:**

a. Cocoa Village Playhouse Board

Mr. McCotter reported the Cocoa Village Historical Playhouse Board had the strategic planning session, which went very well. The Board will most likely need another session or two for completion.

Mr. Johnson thanked the Board and college employees for their continued support.

12. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 6:30 p.m.

**APPROVED:** \_\_\_\_\_  
**Chair, District Board of Trustees**

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