

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

September 17, 2001
4:00 p.m.

Lecture Auditorium, Technical Building #1
Palm Bay Campus

PRESENT: Mrs. Miriam E. Martinez, Chair; Mr. James W. Handley, Vice Chair;
Mr. Eugene C. Johnson; Dr. Alexandra M. Penn Williams; Mrs. Betts O.
Silvernail; Dr. Thomas E. Gamble, Secretary; Mr. Joe Matheny, Attorney

OTHERS: C. R. "Rick" McCotter III

1. CALL TO ORDER:

Mrs. Martinez called the Board meeting to order and asked for a moment of silent prayer due to the recent tragedies in our country.

Mrs. Martinez made a presentation to Mr. Eugene C. Johnson in recognition of his two years of service as Chairman of the Board of Trustees.

Dr. Gamble reported that Item 8.b., "Approval of Revision to Policy #102.06, 'Harassment'," be removed from the agenda and Item 9.a., "Approval of 2000-2001 Annual Financial Report," be moved to the open agenda.

2. CONSENT AGENDA:

Dr. Gamble recommended approval of the consent agenda items as presented:

- 3.a. Approval of Minutes – Board of Trustees Workshop – August 20, 2001
- 3.b. Approval of Minutes – Board of Trustees Meeting – August 20, 2001
- 8.a. Approval of Personnel Actions
- 9.d. Approval of Monthly Budget Status Report – August 2001
- 9.e. Approval of Budget Amendment – 2001-2002 Unrestricted General Fund

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

3. APPROVAL OF THE OFFICIAL MINUTES OF PREVIOUS MEETING:

- a. Minutes – Board of Trustees Workshop – August 20, 2001

Approved – consent agenda.

- b. Minutes – Board of Trustees Meeting – August 20, 2001

Approved – consent agenda.

4. COMMUNICATIONS:

- a. Report on Apprenticeship Program – Dr. Purga/Mr. Howard/Dr. Astrab
(Addendum)

Dr. Bert Purga, Palm Bay Campus President, introduced Dr. Don Astrab, Dean of Technical Education. Dr. Astrab introduced Mr. Bill Howard, Executive Director of the Academy of Construction Apprenticeship, who gave a presentation on the apprenticeship training programs offered at BCC and reviewed the information provided to the Board. The apprenticeship training program enrollment has increased over the past few years and the programs have been successful.

- b. Report on Networking/Telecommunications – Mr. Little/Mr. Awtonomow
(Addendum)

Mr. Al Little, Vice President of Finance and Administrative Services, introduced Mr. Tony Awtonomow, Director of Networking Technology. Mr. Little also recognized Mr. Frank Billings, Director of Web Technologies, and Mr. Rick Story, Director of Administrative Systems. Mr. Awtonomow gave a presentation on the networking and telecommunications areas of BCC and reviewed the information provided to the Board. He reported the networking system is more than sufficient to meet the needs of BCC for the foreseeable future. Mr. Awtonomow stated reconfiguration of the telephone system is required to efficiently handle the incoming telephone calls. There are plans to implement a partial wireless network in Cocoa and a “911” calling system.

5. CITIZEN’S PRESENTATION:

None

6. CONSTRUCTION AND DEVELOPMENT:

a. Approval of Concept Design for Electronic Signs (Florida Architects) – Mr. Little

Mr. Little introduced Mr. Steve Clark, Project Manager, from Florida Architects who displayed a drawing of the proposed sign design. Mr. Clark reported that BCC plans on having a scaled-down version of the large electronic sign placed at each of the campus entrances. The individual campus information would be located on the sign as well as three lines of electronic messaging. The supports for the signs will match the material of each campus's buildings. Dr. Gamble suggested the symbolism for University of Central Florida (UCF) be included on the Cocoa and Palm Bay Campus signs. Dr. Gamble requested the Board review and approve the general design and color of the proposed signage. If the Board approves, a final design will be completed and a request for bids will be issued to begin fabrication and construction. Dr. Gamble recommended approval of the proposed design of the electronic signs for the college.

Mr. Johnson moved approval of the proposed design of the electronic signs for the college pending the Board approving the selected color. Dr. Penn Williams seconded the motion. All those voting in favor of the motion – Handley, Martinez, Johnson, Penn Williams and Silvernail; opposed – none. Motion unanimously approved.

b. Update of Project Plan for Cocoa Perimeter Renovation (Florida Architects) – Mr. Little

Mr. Little asked Mr. Clark to give an update on the plans for the perimeter of the Cocoa Campus. Mr. Clark reported the next step is to complete a survey along the front of the campus. The focus this year is the main entrance to the Cocoa Campus from Clearlake Road and in front of the Welcome Center.

7. OLD BUSINESS:

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

Mr. Matheny reviewed the report on pending legal actions. Mr. Matheny reported BCC just received the transcript of the hearing on the Creel case held on August 22 by Mr. Handley. Next the attorneys, for both sides, will submit proposed

findings of fact and conclusions of law and recommendations. Then Mr. Handley will prepare his recommendation to be presented to the Board of Trustees at the November 2001 Board meeting. Each Board member will be given the transcript and associated documentation to read prior to the meeting. The Board will make the final decision.

8. NEW BUSINESS:

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

Approved – consent agenda.

- b. Approval of Revision to Policy #102.06, “Harassment” – Ms. Oglesby

Tabled until the October 22, 2001, meeting.

9. FINANCIAL ACTIONS:

- a. Approval of 2000-2001 Annual Financial Report – Mr. Little (Addendum)

Mr. Little corrected, for the record, that the \$1.5 million increase in fund balance listed in the report should show a \$900,000 increase in the fund balance. Mr. Little reported the college was able to pay all necessary expenses, including the FTRL bond payoff. The \$900,000 increase to the fund balance was a result of additional revenues from increased enrollment, budget surplus, and efficient financial operations from all four campuses. BCC is required to maintain a fund balance between 4% and 10% of available funds. BCC’s fund balance, as of June 30, 2001, is 8.22%. Dr. Gamble recommended approval of the 2000-2001 Annual Financial Report.

Mr. Johnson moved approval of the 2000-2001 Annual Financial Report. Dr. Penn Williams seconded the motion. All those voting in favor of the motion – Handley, Martinez, Johnson, Penn Williams and Silvernail; opposed – none. Motion unanimously approved.

b. Approval of Contract with Sprint – Use of WBCC ITFS Bandwidth – Mr. Little (Addendum)

Mr. Little reported on contract negotiations with Sprint, which is interested in utilizing the broadband transmission capabilities of BCC's unused ITFS channels through a long-term contract. WBCC-TV staff has assured Mr. Little that BCC does not have a current or foreseeable future need for these channels. Mr. Little expects this contract to generate approximately \$1 million, in revenue, over the 15-year period. The final contract will be presented to the Board at the October 2001, meeting.

c. Presentation of College Health Insurance Plan for the 2002 Calendar Year – Mr. Little (Addendum)

Mr. Little reported the Insurance Committee has been reviewing health insurance benefits for the upcoming calendar year. The general health insurance landscape is showing increases from 15% to 60%. The initial renewal estimates came in at 30%, which far exceeds the BCC budget. BCC has obtained quotes on a revised plan from Cigna, as well as a new HMO plan from Health First, to offer to BCC employees. At this time, it appears the final recommendation will be a continuation of the current Cigna plan with modifications. The employee can elect the out-of-network options available from the point of service (POS) plan by paying the difference in premium between the POS plan and the HMO plan. Mr. Little reported BCC probably would also recommend an HMO through Health First. The cost of the Health First plan are substantially below the cost of the Cigna plan. Mr. Little reported that BCC is not recommending a renewal of the Prudential/Aetna HMO because the Aetna corporate offices refuse to quote a 2002 renewal before November 15, 2001. This time frame will not work with BCC's necessary enrollment requirements. The final plans will be brought to the Board at the October 22, 2001 meeting.

d. Approval of Monthly Budget Status Report – August 2001 - Mr. Cherry (Addendum)

Approved – consent agenda.

e. Approval of Budget Amendment – 2001-2002 Unrestricted General Fund – Mr. Little (Addendum)

Approved – consent agenda.

10. REPORT OF THE DISTRICT PRESIDENT:

a. District President's Statement on the National Tragedy

Dr. Gamble provided the Board with a copy of his statement in their packages. He reported on activities conducted at each of the campuses regarding the recent tragedies in the nation. Dr. Gamble expressed his appreciation for support BCC has received from Cigna in providing advice and counsel on how to deal with children, frustration and anxiety in adults resulting from the recent tragedies. Dr. Gamble reported that on Tuesday, September 18, 2001, there will be a time for prayer and meditation at the General George F. Schlatter Veterans Memorial Amphitheater on the Cocoa Campus. A wreath will also be placed at that location. BCC is looking at ways to raise funds to assist the American Red Cross. Dr. Gamble reported he made the decision not to close the college when the tragedies took place. He did decide to close the college on Friday, September 14, 2001, because of the reported tornadoes and storm.

Dr. Gamble reassured the Board members that security has been increased due to the recent tragedies. He reported the international students have been advised on how to maintain a lower profile. BCC anticipates that many of the Middle Eastern students will return home. BCC employees have tried to reassure the international students that their safety is protected and they have been instructed on how to handle situations if they see students being mistreated.

b. Enrollment

Dr. Gamble reported BCC credit hour enrollment is up 5.23%.

c. Meeting with Brevard County High School Counselors

Dr. Gamble reported that he, staff members from Educational Services at BCC, and Dr. Richard DiPatri, Brevard County School Board Superintendent, had a very successful and productive meeting with the Brevard County high school counselors. The counselors toured the Cocoa Campus.

d. Florida Board of Education Meeting

Dr. Gamble reported the next Florida Board of Education meeting is scheduled for Thursday, September 20, 2001, from 10:00 a.m. until 5:00 p.m. and on Friday, September 21, 2001, from 8:00 a.m. until 12:00 p.m. It will be webcast live.

e. Board of Trustees Retreat Scheduled for Friday, September 21, 2001

Dr. Gamble reported the Board received a draft set of documents for the retreat. There is still the opportunity for Board members to add items to the agenda under section one, "Goals 2001-2002/Strategic Implications," as well as item four, "Issues and Topics." The suggestions can be called in to Dr. Gamble or Terry Martin to be added to the agenda. Dr. Gamble reported the Retreat will begin at 9:00 a.m. at the Imperial's Hotel, Wickham Road, Melbourne.

f. Brevard Community College Vanity License Plates

Dr. Gamble issued each of the Board members a BCC vanity license plate.

11. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 6:17 p.m.

APPROVED: _____
Chair, District Board of Trustees

ATTESTED: _____
Secretary, District Board of Trustees