

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

October 18, 2004
4:30 p.m.

BCC Firing Range Classroom
2955 Pluckebaum Road
Cocoa, Florida

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

ABSENT: Mrs. Miriam E. Martinez

1. CALL TO ORDER:

Mr. C. R. "Rick" McCotter III, Chair, called the meeting to order.

a. Pledge of Allegiance

Mr. McCotter opened the meeting with the "Pledge of Allegiance."

b. Additions/Corrections to Agenda

There were none.

2. CONSENT AGENDA:

Mr. McCotter recommended approval of the consent agenda items:

- 3.a. Minutes – Board of Trustees Workshop – August 9, 2004
- 3.b. Minutes – Board of Trustees Meeting – August 9, 2004
- 3.c. Minutes – Board of Trustees Workshop – September 20, 2004
- 3.d. Minutes – Board of Trustees Meeting – September 20, 2004
- 6.a. Approval of Appointment of Construction Managers – Hurricane Repair Projects
- 8.a. Approval of Personnel Actions
- 8.d. Approval of Disposition of Surplus Property
- 9.a. Approval of Monthly Budget Status Report, September 2004
- 9.b. Approval of Direct Support Organization Quarterly Reports
- 9.c. Approval of Operating Fund Budget Amendment
- 9.d. Approval of Lab Fee Changes

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

3. APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETINGS:

- a. Minutes – Board of Trustees Workshop Meeting – August 9, 2004

Approved – consent agenda.

- b. Minutes – Board of Trustees Meeting – August 9, 2004

Approved – consent agenda.

- c. Minutes – Board of Trustees Workshop Meeting – September 20, 2004

Approved – consent agenda.

- d. Minutes – Board of Trustees Meeting – September 20, 2004

Approved – consent agenda.

4. COMMUNICATIONS:

None.

5. CITIZEN'S PRESENTATION:

None.

6. CONSTRUCTION AND DEVELOPMENT:

- a. Approval of Appointment of Construction Managers – Hurricane Repair Projects – Mr. Little

Approved – consent agenda.

7. OLD BUSINESS:

a. Report on Pending Legal Actions – Mr. Matheny

Mr. Joe Matheny, College Attorney, reported that Parrish Medical Center (PMC) has requested approval from the College to construct a curb cut across College property for the benefit of the American Legion adjacent to the Titusville Campus. A map was distributed depicting the initial proposed location of the curb cut. College staff did not approve of the original proposed location, Mr. Matheny reported, as it severed the property in an undesirable way. Thus, a new driveway location was proposed, which is also depicted on the map. Mr. Matheny reported that the curb cut would be constructed at PMC's expense, with the college only agreeing to provide fill dirt to bring the area up to grade. Mr. Matheny reported that the American Legion desires the proposed driveway in order to have more convenient south bound accessibility to U.S. Highway 1. Mr. Moon confirmed that the proposed driveway location provides good visibility in both directions away from the hospital's emergency vehicle entrance. Dr. Gamble supported the easement for PMC.

Mrs. Wilson moved approval of a non-exclusive easement for the PMC's construction of the proposed curb cut. Mr. Theriac seconded the motion.

Mr. Handley requested further discussion regarding a possible alternate placement of the driveway. Mr. Matheny reported that alternate placement had been suggested in the past and rejected by the Legion. Mr. Handley suggested amending the motion to have further discussions with the American Legion regarding better alternatives. Because of reservations expressed by the Board, Mr. McCotter suggested that the motion and second be withdrawn until PMC could provide further explanation of their transaction and plans, along with written confirmation that the American Legion concurs with said plans.

Mr. Theriac withdrew his second. Mrs. Wilson withdrew her motion.

Mr. McCotter requested that Mr. Matheny obtain written confirmation from the Legion that they are in agreement with the proposed easement, along with presentation or documentation of PMC's plans. Mr. Matheny indicated that he will ask that a presentation and/or written documentation be provided by Parrish Medical Center prior to requesting consideration of approval by the Board.

b. Approval of AM-KO Custodial Contract Extension – Mr. Little

Mr. Al Little, Vice President, Finance and Administration Services, reported that in 2001 the college completed a RFP process, which resulted in the selection of AM-KO as the college's custodial vendor. He reported that the learning curve by the contractor, as the college was their first educational client, has resulted in mixed reviews by college personnel. Mr. Little stated that he believes that AM-KO has improved services and has the potential for further improvement as they have expressed their commitment to providing effective service to the college. There is a financial advantage to retaining AM-KO as their pricing model is more reasonable than other bidders. Therefore, the college administration has requested an eight-month trial extension of the AM-KO contract through to June 2005, in order to allow evaluation of improvements made in light of recent management changes. This extension will include a 5% increase requested by AM-KO to afford raises for their employees as the contract did not allow for increases during the last two years. Mr. Little reported that AM-KO also agreed to reduce their contract by \$50,000 which would allow the college to hire a contract manager to assist in communications between the college and AM-KO. The administration believes this change will improve communications and performance. Dr. Gamble recommended approval of the AM-KO Custodial Contract Extension.

Mr. Theriac moved approval of the AM-KO Custodial Contract Extension. Mr. Handley seconded the motion. All those voting in favor of the motion –Theriac, Handley, and McCotter; opposed – Wilson. Motion approved with a 3-1 vote. (Mrs. Martinez absent.)

Mr. Little reported that the service will be evaluated during the next few months with a status report provided to Board in March. That will allow for decision regarding the need for additional RFP process prior to the June 2005 contract deadline or if the college should request a long-term extension by the Board.

8. NEW BUSINESS:

a. Personnel Actions – Ms. Oglesby

Approved – consent agenda.

b. Approval of Insurance Plan for 2005 Calendar Year – Mr. Little

Mr. Al Little, Vice President, Finance and Administration Services, reported that the Insurance Committee met and unanimously recommended continuation of health insurance coverage with the current carriers for the 2005 calendar year. He reported that the college has been pleased with the services of Blue Cross/Blue Shield of

Florida (through the Community College Risk Management Consortium), and is pleased that premiums will only increase 2.5% for 2005. Accordingly, the college has been pleased with the dental and life coverage and premium increases for the coming year are fairly small. Dr. Gamble recommended approval of the Insurance Plan for 2005 Calendar Year.

Mrs. Wilson moved approval of the Insurance Plan for 2005 Calendar Year. Mr. Handley seconded the motion.

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

c. Discussion/Approval of Board “Ends” – Board

Mr. McCotter recommended that this discussion item be tabled due to Mrs. Martinez’ absence as well as incomplete input from trustees. Dr. Gamble requested that trustees review the current listing and make comments and additions prior to the next Board meeting, at which time Dr. Gamble will forward the updated list to Mr. Billings for defining measurable statistics prior to the Board meeting. This will allow for review and selection of the preferred Board Ends by the trustees at the November Board meeting.

d. Approval of Disposition of Surplus Property – Mr. Little

Approved – consent agenda.

e. Request for Board Meeting Agenda Items

None.

9. FINANCIAL ACTIONS:

a. Approval of Monthly Budget Status Report, September 2004 – Mr. Cherry

Approved – consent agenda.

b. Approval of Direct Support Organization Quarterly Reports – Mr. Cherry

Approved – consent agenda.

c. Approval of Operating Fund Budget Amendment – Mr. Little

Approved – consent agenda.

d. Approval of Lab Fee Changes – Mr. Little

Approved – consent agenda.

10. REPORT OF THE PRESIDENT:

a. Introduction of Mr. Tim Marshall, Chief Information Officer

Dr. Gamble introduced the college's new Chief Information Officer, Mr. Tim Marshall, who will also serve as a member of the District Cabinet.

b. SpaceTEC Report

Dr. Gamble reported that the Board has been provided with a new SpaceTEC report, which summarizes and highlights the programs and accomplishments of the program. Dr. Astrab reported that the SpaceTEC program is highly recognized by the National Science Foundation (NSF) and FACC for their programs and professionalism, and that the program is used as a benchmark. Dr. Gamble reported that the NSF approval will help the college pursue a follow up grant, by Dr. Koller and his staff. Dr. Gamble reported that he recommends a "field trip" Board meeting at SpaceTEC and the Aerospace program in February 2005. The Board concurred.

c. Rapid Response Roofer Training

Dr. Gamble reported that Kieta Osteen-Cochrane, Executive Director, Institute for Business Training and Community Education (IBT&CE) has developed a 24 contact hour non-credit course in response to a need expressed by Jeff Schiff, EDC Workforce Advisor. The program will allow for the significant need for training of new roofing employees due to the hurricanes. The training will be completed in three weekends, and tuition assistance may be available by employers or Work Force Board for displaced workers. Mr. Bill Howard, Palm Bay Apprenticeship Program, will assist by providing his lab for construction "mini-roofs".

d. Simpkins Business Seminar for Entrepreneurial Development

Dr. Gamble reminded the trustees of the Stedman Graham lecture "You Can Make It Happen: A Nine-Step Plan for Success" scheduled for Thursday, October 28, 2004. Two lectures are scheduled: 9:25 a.m. at the King Center, Melbourne Campus, and 11:15 a.m. in the Simpkins Fine Arts Auditorium, Cocoa Campus.

e. The College Advisor

Dr. Gamble reported that the "College Advisor" insert to the October 4 Florida Today, distributed to the trustees, provides several excellent marketing pieces highlighting the college as well as the 2+2 program with the University of Central Florida. Dr. Gamble attributed Mrs. Matta and her staff for their accomplishment.

f. Crossroads Magazine

The local minority news magazine "Crossroads" has included numerous articles highlighting the college in the October/November 2004 edition, which was provided to the trustees. Dr. Gamble indicated he anticipates a continuing, active role with this publication in the future.

11. COMMITTEE REPORTS:

a. Alumni Association – Mrs. Wilson

Mrs. Wilson requested that a thank you letter be sent to Mr. Perkins and staff for their hospitality. Mr. McCotter recommended that future "field" Board meetings will be scheduled as it allows for greater awareness of the college community experience.

Mrs. Wilson reported that the Alumni Association is currently raising scholarship funds by selling Burdines discount tickets. She further reported that a new chairperson will be appointed as the current Chairman, Mr. Lance Armstrong, will be leaving the Alumni Association to offer his assistance with the college Foundation Board. Mrs. Wilson reported his leadership to the Alumni Association will be missed.

b. BCC Foundation – Mr. Theriac

Mr. Theriac reported that in the recent Foundation meeting, Sandy Sanderson, Area Manager, Florida Power & Light (FPL), took the opportunity to give special thanks to Dr. Gamble and Dr. Purga for use of the Palm Bay facility as the power recovery staging area. Mr. Sanderson indicated that the college's assistance was indispensable to the power recovery in the area. Dr. Gamble reported he recently had an opportunity to meet the FPL President and several Vice Presidents at the staging area for a Saturday morning press conference. Dr. Gamble took the opportunity to indicate the college's interest in providing a Lineman Apprenticeship program, which is a four-year program, currently only offered in Miami. Further explorations will be made in regard to the Lineman Program, as it will complement the Electricians Apprenticeship program.

Mr. Theriac further reported that new Foundation Board member, Stan Payne, CEO for the Port Authority and Tom McAlpin, Senior Vice President, Disney Cruise Line Operations, expressed great commitment to Foundation fundraising efforts.

Mr. McCotter reported he attended the Foundation golf fundraiser which was a good event.

c. Cocoa Village Playhouse – Mr. McCotter

No report.

d. Insurance Committee – Mr. Theriac

No report.

e. King Center for the Performing Arts – Mrs. Martinez

No report.

f. Planetarium – Mr. Handley

No report.

Mr. McCotter shared a letter of thanks from Mr. and Mrs. Bentley recognizing Melbourne Campus Provost, Dr. Kaliszeski, for going above the call of duty in overseeing the Melbourne Shelter during the hurricane. Dr. Kaliszeski attributed the positive work provided by Security, AM-KO and the maintenance and grounds personnel. Mr. McCotter requested Dr. Kaliszeski share his appreciation with those individuals.

12. ADJOURNMENT:

There being no further business to come before the Board, the meeting adjourned at 5:50 p.m.

APPROVED: _____

Chair, District Board of Trustees

ATTESTED: _____

Secretary, District Board of Trustees