

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

October 17, 2005
4:35 p.m.

Board Room (#231)
Administration Building (Bldg. #2)
Cocoa 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 a recitation of the "Pledge of Allegiance."

b. Additions/Corrections to Agenda

Dr. Gamble requested that the Minutes of the Board of Trustees Workshop, September 30 and October 1, 2005 (Item 3.c.) be added to the consent agenda for approval by the Board.

2. CONSENT AGENDA:

Mrs. Wilson recommended approval of the consent agenda with the addition:

- 3.a. Minutes – Board of Trustees Workshop Meeting – September 19, 2005
- 3.b. Minutes – Board of Trustees Meeting – September 19, 2005
- 3.c. Minutes - Board of Trustees Retreat - September 30 and October 1, 2005
- 6.a. Acknowledgement of Change Order - KCPA Renovation
- 6.b. Approval of Construction Manager for Cocoa #17 Renovation Phase II
- 8.a. Summary of Personnel Actions
- 8.b. Approval of 2006 Insurance Benefits Package
- 8.c. Approval of Lease on the Melbourne Tower with Cingular
- 8.d. Approval of Lease on the Melbourne Tower with T-Mobile
- 8.f. First Reading of Changes/Additions of Procedures #400.4 and #400.7
- 9.a. Approval of Revisions to the 2005-06 Fee Schedule for Health Sciences
- 9.b. Approval of September Monthly Summary of Income and Expenditures

- 9.c. Approval of Disposition of Surplus Property
- 9.d. Acceptance of Direct Support Organizations Quarter Financial Report
- 9.e. Approval of 2005-06 Unrestricted Fund Budget Amendment

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

3. APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETINGS:

- a. Minutes – Board of Trustees Workshop Meeting – September 19, 2005
Approved – consent agenda.
- b. Minutes – Board of Trustees Meeting – September 19, 2005
Approved – consent agenda.
- c. Minutes - Board of Trustees Retreat - September 30 and October 1, 2005
Approved - consent agenda.

4. COMMUNICATIONS:

- a. Presentation on Culinary/Hospitality Management Programs

Dr. Amy Hendricks, Provost, Cocoa Campus, introduced Mr. Dave Grulich, Instructor/Curriculum Coordinator of the Hospitality Management Program and Chef Bob Mittauer, Culinary Operations Instructor.

Mr. Grulich explained that the Hospitality Management program entails the business operations of food service operations, while the Culinary Arts program instructs students in food preparation and art form. He further reported the food service industry is one of the largest employing industries in Florida, second only to health care, when combined with theme parks, entertainment and restaurants, with expectations of a 20% increase in Brevard County over the next five years.

Mr. Grulich stated the hospitality program has been offered at the college for 12 years and reported on course offerings, and enrollment/completion statistics at the college. He explained that the completion rate is affected by the job market as many students chose to go to work prior to completion.

Chef Mittauer reported that the culinary arts program includes students seeking PSAV certificates as well as those who enroll strictly to improve their cooking skills. Mr. Grulich explained culinary arts enrollments grew significantly in 2001-2004 due to dual enrollment offerings to high school students as well as a federal grant opportunity to instruct inmates at the correctional facility known as Brevard Correctional Institute.

Chef Mittauer reported that the Boardwalk Café on the Cocoa Campus offers students an excellent learning opportunity as the funds generated from the sale of food prepared by the students, allows the program to support the cafeteria, including staffing. The students also plan menus, order and prepare food for other catered events on campus.

Mr. Grulich discussed the dual enrollment program and reported that dual enrollment students can earn 18 college credit hours before graduating from high school, which can be applied to BCC's Certificate Degree credit requirement of 35 hours.

Dr. Gamble inquired whether students who transfer to another school, such as UCF, before completion could apply reverse credit in order to reflect these students as completing the program at BCC. Dr. Astrab confirmed it would be possible only if the students provided official transcripts reflecting completion, although UCF would probably be willing to work with the college in this regard. Dr. Gamble stated that a procedure to track and award Associate of Arts degrees to transfer students who complete would assist in improving BCC's funding formula calculation. Mr. Grulich stated he would discuss this possibility with UCF and Valencia Community College.

Mr. Handley questioned whether the low completion rate could be improved. Dr. Gamble stated the low completion figures are related, in part, to individuals being hired prior to completion of the program. Mr. Grulich agreed, noting that this problem is shared by other community colleges in our region.

Mrs. Martinez inquired if it would be helpful to divide the certificate program into smaller units, in order to show segment completions. Mr. Grulich stated the state would not allow this; however, completion certificates could be awarded as a form of encouragement to proceed to the next level. These certificates would not be reported to the state so this process would not assist in the funding formula concern. Dr. Astrab reported that the statistics shown in this presentation reflect only full certificate completions; however, the state does give credit for various occupational completion points throughout the process, which have not been reflected in this presentation.

5. CITIZEN'S PRESENTATION:

Mrs. Wilson reported that several faculty members requested an opportunity to address the Board. Mr. Matheny cautioned the Board that they should not discuss issues related to the

current impasse with the faculty union. As such, he advised that presentations designed to influence the Board in the decision process should not be entertained.

a. Dr. David Simmons

Mrs. Wilson introduced Dr. David Simmons, Professor, Humanities and World Religions, who requested an opportunity to discuss the “Declining by Degrees” film. He reported it is his opinion that education in America is suffering due, in part, to the students’ inadequate skills in reading comprehension and writing. He stated that this fact, along with the Gordon Rule requirements, creates an overload dilemma for instructors, which often leads to cutting corners, resulting in compromise to the students’ educational process. Dr. Simmons concluded that decreasing the student-to-instructor ratio would be the best way to avoid this problem in order to maximize the student/instructor benefit.

b. Ms. Robin Boggs

Mrs. Wilson introduced Ms. Robin Boggs, Assistant Professor, Education, who discussed the college mission statement and business-model approach in education. Ms. Boggs stated she is concerned the trend toward a business-model approach in higher education will compromise the educational process.

c. Ms. Amy Rieger

Mrs. Wilson introduced Ms. Amy Rieger, Assistant Professor, History, who discussed Dr. Gamble’s Op-Ed article recently featured in the Florida Today. Ms. Rieger stated Dr. Gamble’s comment that “teachers are the key to quality educational institutes” pleased her; however, she expressed concerns regarding mixed-messages given to the faculty.

6. CONSTRUCTION AND DEVELOPMENT:

a. Acknowledgement of Change Order - KCPA Renovation

Approved – consent agenda.

b. Approval of Construction Manager for Cocoa #17 Renovation Phase II

Approved – consent agenda.

7. OLD BUSINESS:

a. Report on Pending Legal Actions – Mr. Matheny

(1) Approval of Memorandum of Understanding (MOU) with the King Center Board of Directors

Mr. Joe Matheny reported that a revised MOU with the King Center Board of Directors was distributed, which outlines current processes, with the college Board setting the standard and policies for the King Center, as a direct support organization (DSO), while providing the King Center Board appropriate autonomy. Dr. Gamble recommended approval of the MOU with the King Center Board of Directors.

Mrs. Martinez moved approval of the MOU with the King Center Board of Directors. Mr. Handley seconded the motion. All those voting in favor of the motion – Martinez, Handley, McCotter, Theriac and Wilson; opposed – none. Motion unanimously approved.

(2) Consideration of Lowe's Second Proposal

Mr. Joe Matheny reported that there was a thorough discussion of the Lowe's proposal in the Board Workshop. He further reported that a contract will be developed embodying all the concerns and suggestions discussed during that meeting, which will be presented for Board approval at the November 14, 2005, Board meeting.

8. NEW BUSINESS:

a. Personnel Actions

Presented to the Board for information only; with no action required.

b. Approval of 2006 Insurance Benefits Package

Approved - consent agenda.

c. Approval of Lease on the Melbourne Tower with Cingular

Approved - consent agenda.

d. Approval of Lease on the Melbourne Tower with T-Mobile

Approved - consent agenda.

e. Approval of UCF-BCC Partnership for Distributed Learning

Dr. Kathy Cobb, Provost, Titusville/Virtual Campus, reported that a partnership between BCC and UCF is requested in the area of distributed learning. She introduced Dr. Kelvin Thompson, University of Central Florida, who reported on the Partnership for the Advancement of Distributed Learning (P-ADL). Dr. Thompson reported that a new building was constructed in Florida Research Park, which is the result of a partnership between the state and U.S. military in an effort to improve working relationships. In this building, there is a floor which was set aside for distributed learning, which UCF now occupies. It is UCF's desire to partner with other organizations (educational and/or non-profit) that are involved in distributed learning efforts. He reported that there is no cost involved, but merely is a partnership in outreach and professional development events. Dr. Cobb reported that BCC has successfully worked with UCF in cooperative efforts in the past, and formal endorsement by the Board in the partnership will allow more innovative efforts to take place. Upon approval, the BCC logo will be displayed in the building as a sign of the partnership. Dr. Gamble recommended approval of the philosophical concept of the partnership in addition to the display of the logo.

Mrs. Martinez moved approval the UCF-BCC Partnership for the Advancement of Distributed Learning. Mr. Theriac seconded the motion.

Mr. McCotter requested discussion of the need for Board approval. Mr. Matheny reported that there is no formal contract, but rather an endorsement of the philosophy of partnership in these efforts. Dr. Gamble reported that the approval is due to the inclusion of the BCC logo displayed in the building, which is in the purview of the Board.

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

f. First Reading of Changes/Additions of Procedures #400.4 and #400.7

Approved - consent agenda.

g. Request for Future Board Meeting/Workshop Agenda Items

Mrs. Martinez requested a future workshop be scheduled to discuss the growth of the Hispanic population in Brevard County combined with a discussion regarding

English-as-a Second-Language (ESL) course opportunities. Dr. Gamble reported he has requested current data in this regard.

Mr. Handley was ensured that discussion regarding the “Declining by Degrees” video is still scheduled for a future workshop.

9. FINANCIAL ACTIONS:

a. Approval of Revisions to the 2005-06 Fee Schedule for Health Sciences

Approved - consent agenda.

b. Approval of the September Monthly Summary of Income and Expenditures

Approved - consent agenda.

c. Approval of Disposition of Surplus Property

Approved - consent agenda.

d. Approval of Direct Support Organizations Quarter Financial Report

Approved - consent agenda.

e. Approval of 2005-06 Unrestricted Fund Budget Amendment

Approved - consent agenda.

10. REPORT OF THE PRESIDENT:

a. Revised 2005-2008 College Performance Objectives

Dr. Gamble reported Revised Performance Objectives - FY 2005-08 were distributed to the Board. He invited the Trustees to contact him if they have further questions.

b. Board Tour and Meeting at UCF

Dr. Gamble invited Mr. Theriac to speak on a proposed tour/meeting for the Board at the University of Central Florida (UCF). Mr. Theriac reported that the extensive capital improvements to UCF in Orlando are quite extraordinary and a tour of the campus would be beneficial in view of BCC’s successful partnership efforts with UCF. UCF has offered to host BCC at a time and date convenient to the Board. It was the consensus of the Board that the tour be held on a date currently scheduled for a Board meeting, with the window of time expanded to accommodate travel.

Dr. Gamble reported he would coordinate the meeting as well as bus or van transportation. He requested that special requests regarding specific areas of interest should be communicated to Mrs. Terry Martin, Executive Assistant to the President. Mrs. Wilson requested two-months' notice prior to this meeting in order to accommodate the extra time required in her schedule. Dr. Gamble reported that the meeting will not take place until early 2006.

(Mrs. Martinez departed.)

c. 2005 Legislative Delegation Luncheon

Dr. Gamble reported that the 2005 Legislative Delegation Luncheon has been scheduled for Tuesday, November 15, 2005, 11:30 am. - 1:30 p.m. The luncheon will be hosted by the Brevard County School Board and held at the Dobson Conference Center, Building 13, on the Cocoa Campus. Dr. Gamble reported that invitations will be forthcoming. Mr. McCotter agreed to represent the Board as Mrs. Wilson will be unable to attend.

d. Foundation Scholarship Reception

Dr. Gamble reported the Foundation Scholarship Reception is scheduled for Thursday, October 20, 4:30-6:30 p.m. in the Dobson Conference Center, Building 13, Cocoa Campus. The reception is an opportunity for scholarship donors and recipients to meet. Dr. Gamble welcomed the Trustees' participation.

e. Senator Haridopolos' Contract

Dr. Gamble reported that he will correspond with Senator Mike Haridopolos regarding his contract and invited the Board members' input prior to doing so.

f. Revenue Collections - DSO Quarter Financial Report

Mr. McCotter requested clarification regarding revenue collections on the Foundation DSO Quarter Financial Report (Item 9.d.) this year as compared to last. Mr. Little reported that he would have Mr. Cherry email the Board to clarify to large difference between revenue collections this year and last.

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

No report.

e. Insurance Committee – Mrs. Martinez

No report.

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

Mr. Handley reported the majority of the planned renovations were successfully completed prior to the September 28 opening show at the King Center. He stated the balcony refurbishment is impressive now providing unhindered view and sound to those in balcony seating.

Mr. Handley also reported that the Dr. Maxwell King was recently honored at the King Center by the placement of the “Wall of Honor,” which displays the numerous awards and mementos he accumulated over the 30 years of service to the college. He reported the reception was well attended and Dr. King was pleased with the honor.

g. Planetarium – Mr. Handley

No report.

12. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 5:45 p.m.

APPROVED: C. R. McCotter III

Chair, District Board of Trustees

ATTESTED: Thomas E. Ladd

Secretary, District Board of Trustees

