

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

April 17, 2000
4:00 P.M.

Job Link Center
Eau Gallie Blvd., Melbourne

PRESENT: Betts O. SilvernailC(e TD0 Tw(MEETING)Tj/TT4 1 TfEau #0 Tw(PRESENT:))Tj/TT4 TD0 Tw

- b. Minutes - Board of Trustees Budget Workshop Meeting - March 20, 2000

Approved as part of consent agenda items.

- c. Minutes - Board of Trustees Meeting - March 20, 2000

Approved as part of consent agenda items.

4. COMMUNICATIONS:

- a. Recognition - 2000 All-Florida Academic Team

Mrs. Silvernail introduced Catherine Beam, student advisor, Melbourne Campus. Ms. Beam, sponsor of the Melbourne Campus Phi Theta Kappa International Honor Society, reported each year the USA Today Newspaper, the American Association of Community Colleges and Phi Theta Kappa recognize scholarly achievements of students enrolled in a community, technical or junior college. Ms. Beam recognized the Brevard Community College students who are the recipients of the 2000 All-Florida Academic Team. BCC has seven students from four campuses named to the academic team. These students have been invited to attend an awards ceremony in Tallahassee and all seven BCC student recipients will be attending the ceremony. Ms. Beam stated Megan Rothacher (All-Florida First Team), Titusville Campus; Nadine Beard (All-Florida Second Team), Melbourne Campus; Mark Marcojos (All-Florida Second Team), Palm Bay Campus and Walt Smith (All-Florida Second Team), Palm Bay Campus were unable to attend the Board of Trustees meeting. Mrs. Silvernail and Dr. Gamble presented certificates to Alfred Levy (All-Florida First Team), Palm Bay Campus; Jeanette Caesar (All-Florida Second Team), Cocoa Campus and Rowena Gilds (All-Florida Second Team), Cocoa Campus.

- b. Report on Information Technology Program - Mr. Russo

Dr. Mike Kaliszeski, Melbourne Campus President, introduced Mr. Claude Russo, Department Chair, Technologies Department, Melbourne Campus. Dr. Kaliszeski reported Mr. Russo has been a collegewide leader with the development of information technology programs and will report on the status of those programs. Mr. Russo gave a power-point presentation and reported on degree programs, the college's status as an AATP training center, the development of a CISCO academy, employment outlooks for program graduates and grants and future challenges for information technology programs.

Mr. Russo reported instructor certification is required for each course taught under the Microsoft Authorized Academic Training Provider Program. The Microsoft official curriculum is afforded to BCC by becoming a member of the training program. The CISCO local academy provides full instructor training at a minimal cost. The student can actually go through the entire course through the internet and this is done in an interactive hands-on training environment. Mr. Russo reviewed the computer degrees available and plans for the future.

Mrs. Martinez asked if any methodology is taught in the two degrees. Mr. Russo reported that theory at BCC is taught hands-on. The classes work in development teams with approximately three to four students per team developing the same projects so there is some competition among the teams. Through this experience, the students are learning team building skills, deadlines, time lines, and how to roll products out.

Mr. Russo reported that the college currently has a \$200,000 State Capitalization Incentive Grant that is enabling the creation of the new networking degree and out of that the college will also get two revamped networking labs. This will also allow the college to purchase the CISCO equipment and to establish a CISCO academy. An additional Capitalization Incentive Grant was submitted for next year that will be attached to the programming degree and certifications will be included as a component.

Dr. Gamble reported one of the efforts underway at BCC is to develop a collegewide planning process to replace equipment across the college on a consistent basis. Dr. Penn Williams asked who pays for the cost of the certifications. Mr. Russo reported students from the Job Link Center have their examinations paid for through an agreement that the Job Link has with the college. Other students would be responsible for their examination fees. Mr. Russo reported on the advisory committee which meets annually and, in addition to that, he works closely with private industry. Mr. Handley asked if high school students were aware of the program with the opportunities that exist and if there was something that could be done with industry to find those students with the aptitude to become programmers or systems people. Mr. Russo reported there are dual enrollment students attending high school who will graduate from the high school and the college program simultaneously. In addition, the CISCO local academy is available at the high school level, however, none of the Brevard County schools have started the program. Dr. Penn Williams asked if any of the AS degree programs articulate with the B.S. degrees. Mr. Russo responded they do not at the public state level, however, they articulate

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with Rollins College. The public universities want to teach all of the course work in the program during the third and fourth years.

Dr. Gamble reported that the college plans to expand the "Adopt-a-School" program in all regions and this could be another avenue to assist high school students. Mr. Handley stated he had gotten the feeling from employers in Brevard County that in the Brevard County area they cannot find trained employees and he felt that industry may be willing to help. Mrs. Martinez stated in this area there are those employed as administrative assistants who have computer skills and the maturity needed. If the college offered programs to businesses in the evenings, it would be a good opportunity to recruit and retrain employees. Mr. Russo reported programs are offered during the evenings and days. Dr. Penn Williams asked the number of students who actually complete the program and sit for the

None

6. CONSTRUCTION AND DEVELOPMENT:

a. Approval of Change Order #1, Library/Science Building - Palm Bay Campus - Mr. Moon

Mr. Richard Moon, Director of Plant Maintenance and Operations, provided a brief report on the history of the Palm Bay Campus and the construction project. The college broke ground for the project in July 1999 and the library/science building started in late July, was approximately 21 percent complete as of the end of March 2000. Change Order #1 in the amount of \$159,702, of which \$154,926 (Items #5, #6, #8, and #9) are first-time costs to the college resulting in errors and omissions on the contract documents. Items #4 and #7 have been requested by the college as part of the modification to the building. The change order includes three small credits; items #3 and #10 reduce the contract by \$7,680. Also, the substantial completion date has been extended to March 16, 2001. Mr. Moon reported the Board packet included a letter addressing the impact of Change Order #1 on the project.

Dr. Gamble reported the total Palm Bay Campus construction project includes buildings #2, #3 and #4 and the concern relates to the increase in cost on building #2 as it could impact what the college is able to do in building #3. The college does not yet have the figure for building #4. As it stands at this time, as they look at the total dollars for the project of \$17.3 million, it looks like the college will be approximately \$250,000 short of providing the construction to complete and equip building #3. Negotiations have taken place with the University of Central Florida who has helped BCC obtain approximately \$1.6 million, to construct and finish one complete floor, which UCF then intends to equip. There has been discussion on building a fourth floor with UCF's involvement, however, at the present time, UCF does not have the funding to commit to this project. They have expressed continued interest in working with BCC for the potential fourth floor of the facility. Dr. Gamble reported the administration's position is the change order should be approved, nonetheless, they are concerned with how some of the costs have been incurred relative to that project.

Mrs. Silvernail expressed concern in that a \$109,000 change order was the result of one page missing from the architectural drawings. Mr. Bob Gallardo, Stottler Stagg, explained the error with the electrical Auto Cad drawing. Initially that change order item came across as \$127,000. Stottler met with the electrical subcontractor and managed to reduce this amount to \$109,000.

Mr. Gallardo stated their position is that the items which were omitted are required for the project and that Stottler Stagg feels that part of the cost is their

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responsibility. They have not yet worked out the numbers on the difference of what that elimination would have cost had it been in the documents originally and what it would cost now. Stottler Stagg would like to contribute and will be participating with the college in those costs.

Mr. Gallardo answered questions presented by the Board of Trustees regarding

college is attempting to deal with that and a weekend college will be started at the Melbourne Campus to make more effective use of the space on weekends. By working with the University of Central Florida and other partners in higher education, they can develop a learning center for each of our communities throughout Brevard County.

Dr. James Drake, Campus Executive Officer, UCF/Brevard Campus, reported President Hitt has been in support of the Palm Bay area as the first priority because of growth. Dr. Drake stated the fourth floor shell was about two or three legislative sessions ago and money, especially PECO money, got a little more tight. They have never counted on a fourth story in the building. It would be wonderful from a construction standpoint if a shell were erected, however, as Dr. Gamble stated, BCC had altered its master plan to accommodate the building, and last year when UCF thought they would come out ahead in the legislative session and received nothing, President Hitt was successful, behind the scenes, in lobbying directly to the Chancellor and obtained \$1.6 million. As far as UCF goes, they are anticipating the \$1.6 million, which is a few thousand dollars over what it requires to finish, but not furnish completely, one floor. Dr. Drake reported, ultimately, what Dr. Gamble has in mind is to make the facility, in spirit and practice a joint-use facility.

7. OLD BUSINESS:

- a. Report on Pending Legal Actions - Mr. Matheny (Addendum)
- (1) Sheriff's Substation Contract

Mr. Joe Matheny, College Attorney, gave brief report on the history of the proposal for the location of a Brevard County Sheriff's substation on Palm Bay Campus property, which is bond property. In the process of the discussions, the

Facilities Director to acquire some paving in exchange for the land. The college expects to receive from the County, paving of approximately 48,000 square feet at the Palm Bay Campus for an approximate value of \$60,000. The property is valued for tax assessment purposes at \$67,000. A cash offer was received from the County for \$25,000. College administration recommends the Board authorize the contract with the County. Mr. Matheny reported he has prepared an agreement between Brevard Community College and the Board of County Commissioners. It is the Board's decision on whether they would like to give Brevard County the property and leave it up to the college administration to negotiate the final number of paved areas, or whether they would like to negotiate a firm contract. Next door to the property is a fire station on property which the college leases to the City of Palm Bay.

Dr. Gamble stated the administration feels there is considerable value and benefit to the college by the proximity of the Sheriff's substation, as is the case with the fire station. As the Palm Bay Campus continues to develop, and with the Fair moving there, along with the community swimming pool, and possibly a YMCA facility, it is felt it would be an advantage to have the proximity of the substation located nearby. Mrs. Silvernail stated if Mr. Matheny and the college staff are confident the County will provide comparable, or better value, in the asphalt paving, she had no problem with the conveyance. Mr. Matheny stated the agreement he prepared has not been approved by the County. He has been in communication with the County Facilities Director who is committed to assisting the college with paving. Mr. Matheny stated if the Board of Trustees authorizes conveyance, he will hold the deed until the County has signed the agreement and completes the paving. Dr. Gamble recommended approval of the agreement

Palm Bay and awarded the project to the low bidder, Quality Maintenance and Repair in the amount of \$1, 494,500. The third low bidder, with a bid of \$2,048,000, has filed a protest based on the fact that the low bidder and second low bidder did not comply with the Florida Trenching Act. The Florida Trenching Act requires that if a bidder is going to build a trench more than five feet deep, when the bid is submitted he must calculate the cost to comply with the Florida Trenching Act. The low bidder and second low bidder did not provide that information. The second part of the Florida Trenching Act requires the individual who will be digging the trench to specify how he will comply with the act. Mr. Matheny reported the college negotiated with the protestor under the bid protest laws. It was felt that because the plans and specifications were not quite clear, it would be better to settle with the protestor, so the protestor was offered, subject to the Board's approval, \$15,000 to withdraw his protest. He rejected this and requested \$100,000. A short time ago, Mr. Matheny received information that the protestor agreed to accept the \$15,000 and withdraw his protest. Mr. Matheny felt it would cost more to litigate the protest – win or lose – than to pay the settlement. Mr. Matheny reported the low bidder did state in his bid that he would comply with the Florida Trenching Act; he just did not say what it would cost.

Mr. Handley moved approval to authorize a \$15,000 settlement to the bid protestor, Capital Construction. Dr. Penn Williams seconded the motion.

Mrs. Silvernail stated she would like to have the college staff talk to Stottler Stagg about paying for the settlement fee. Mr. Gallardo reported the documents submitted for the project stated the bidder had to comply with the Florida Trenching Act. The statute states that if they do not trench below five feet, they do not have to submit the cost and the low bidder is not going to trench below five feet. Mrs. Silvernail said she would like to leave it up to the college staff to negotiate with Stottler Stagg and would like to have steps taken so this does not happen again. Mr. Gallardo stated that when the documents are sent out for bid, that a form regarding the Florida Trenching Act could be completed, which has to be submitted at the time of the bid, as well as including a statement that an individual who files a bid protest has to post a bond. Mr. Matheny stated he would make sure this is included. Mrs. Martinez asked that Mr. Mike Raphael, Internal Auditor, check to ensure that the Florida Trenching Act form and the wording are added to all future bid packages to require that a bid protestor post a bond.

All those voting in favor of the motion - Handley, Penn

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Williams, Martinez, Silvernail; opposed - none. Motion

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Approved as part of consent agenda items.

- c. Quarterly Report - Midwest Research Institute - Dr. Hall (Addendum)

seek grants through major sources such as the National Science Foundation and the NTE. Dr. Koller gave a power-point presentation on the new initiative for the aerospace technician A.S. degree program and the Center for Aerospace Training and Development. Dr. Koller answered questions presented by the Board. Dr. Gamble reported the University of Florida is involved in the program and the Chancellor is visiting NASA tomorrow along with representatives from the community college sector. The University of Central Florida has received communication from the Chancellor to become a part of the process. In addition, Embry Riddle has been contacted and will have involvement. Dr. Gamble reported the BCC's involvement is critical in terms of attracting grants to have an established center. Mrs. Martinez asked that a business plan be prepared for this program to include information on the potential market, the cost, and the return on the investment before pursuing the program. She said it is essential, before a new program is approved, to have this type of data in order to make a decision. Dr. Gamble reported the intent is to bring Nancy Barker, along with George Gray, into the program. As the program continues to develop and expand, there will be demands on the program which will involve more costs. Dr. Gamble recommended approval of the Center for Aerospace Training and Development.

Mrs. Martinez moved approval of the Center for Aerospace Training and Development and that a business plan is developed. Mr. Handley seconded the motion. All those voting in favor of the motion - Martinez, Handley, Penn Williams, Silvernail; opposed - none. Motion unanimously approved.

f. 1999-2000 Equity Report (Addendum)

Ms. Joni Oglesby, Director of College Equity, reported each year the Commissioner of Education designates the civil rights areas of concentration for meeting compliance requirements for the Florida Education Equity Act. The Florida Education Equity Act states in part that no person in this state shall on the basis of race, sex, national origin, marital status or handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any employment conditions or practices. Ms. Oglesby reviewed the 1999-2000 Equity Report for Brevard Community College. She also addressed questions presented by the Board of Trustees. Dr. Gamble reported the Equity Report will factor into the institutional research efforts.

Mrs. Martinez moved approval of the 1999-2000 Equity

Report. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Martinez, Penn Williams, Handley, Silvernail; opposed - none. Motion unanimously approved.

- g. Approval of College Catalog - Dr. Heck (Addendum)

Approved as part of the consent agenda items.

9. FINANCIAL ACTIONS:

- a. Monthly Budget Summary - Mr. Cherry (Addendum)

Approved as part of the consent agenda items.

10. REPORT OF THE DISTRICT PRESIDENT:

- a. College Budget, 2000-2001

Dr. Gamble reported the college will know what the budget will be in approximately three weeks for next year. There will probably be a 3-5 percent overall increase. Components will include some funding for dual enrollment. Dr. Gamble reported he will be meeting with the Governor Thursday, because BCC represents one of the success stories of where the (s)-0.sle reported the0.0grege wil hm r next yeill prour Twopl54 n 554 o discuss

Everybody is looking at South Carolina as they are 100% performance based funded institutionally. Florida is into that somewhat and it will increase, although he felt they will retain the 15% performance level for this coming year.

e. New Technology Developments

Dr. Gamble reported it is important to develop a regular process for replacing software and hardware in the computer resources. At this time, the college is looking at a three-year turnover, because it cannot afford a two-year turnover. He felt there should be a multi-year plan for consistent replacement of laboratory computers and software. If it is done in a consistent manner, things could more easily be worked out with industry.

f. 2001 Centennial Celebration

Dr. Gamble reported 2001 is the celebration of one hundred years of the community college. BCC is participating with activities throughout the year reflective of that celebration.

g. Patrick Air Force Base - Keesler Air Force Base Tour

Dr. Gamble encouraged the Board to participate in the tour scheduled May 23 and 24. Please let him know if you are interested and arrangements will be made.

h. Spring Commencement

Dr. Gamble reported the Spring Commencement will be held May 9 at the King Center for the Performing Arts at 8:00 p.m. All of the commencements, in the future, will be held in the King Center.

i. ITEP Presentation

Dr. Gamble reported on the Information Technologies for Education Policymakers program to be presented to the Board of Trustees. The college has arranged for the Board to participate in this presentation in advance of the May 15 Board of Trustees meeting at 1:00 p.m. This should be an interesting and productive session.

j. District President's Evaluation Materials

Dr. Gamble reported the materials pertaining to the District President's Evaluation have been provided to the Board this afternoon.

k. Strategic Plan Summary Handout

Dr. Gamble distributed a Strategic Plan Summary to each Board of Trustees member.

11. ADJOURNMENT:

There being no further business to come before the Board, the meeting adjourned at 7:11 p.m.

APPROVED: _____
Chairman, District Board of Trustees

ATTESTED: _____
Secretary, District Board of Trustees