

**BREVARD COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
WORKSHOP**

December 16, 2002  
2:00 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, Chair, called the meeting to order.

**2. BOARD ROOM RENOVATIONS/CONCEPTS:**

Mr. Al Little, Vice President of Finance and Administrative Services, reported on plans to renovate the Board Room on the Cocoa Campus in order to update the facility, make better use of the space in the room, and to provide more functionality for the Board and the audience. He also suggested the Board consider having their Board packages converted from paper to online, using a computer workstation provided at the Board meetings. Mr. Little asked for questions or comments from the Board members. Mr. Handley reported he liked the idea of the oval table, with the Board members sitting around it and with the Board members facing the audience. There was further discussion regarding the renovations. Mr. Little reported the design for the renovations should be completed in January or February 2003, with the work beginning in Spring 2003. Mrs. Martinez suggested sending the Board members their packages via e-mail. Each Board member could print what they needed to bring to the Board meeting. The Board agreed this was the direction to take with future Board packages.

Dr. Gamble reported that he and Mr. Handley had previous discussions regarding the rotation of future Board meetings. It was the consensus of the Board to conduct six of the meetings on the Cocoa Campus with two meetings held on each of the other three campuses per year for a total of twelve meetings.

**3. POLICY GOVERNANCE DISCUSSION:**

Mr. Handley asked the Board to provide input on policy governance and Board meeting formats. Mrs. Martinez reported she preferred not to go to the format of having a dinner at the meeting, but to keep the format of a workshop with a Board meeting to follow. Mr. Handley recommended keeping the workshops in an open format where discussion can take place and making the Board meetings more efficient and in the format of an approval process. Mr. Johnson suggested setting aside two hours for workshops and one and one-half

to two hours for Board meetings. Mr. Handley reported the workshop will be held from 2:00 p.m. to 4:00 p.m. and the Board meeting would last approximately one and one-half hours. There was further discussion regarding the time scheduled for the workshops and meetings.

Mr. Handley recommended the Chair, Vice Chair, and President meet each month prior to the Board meeting to set the agenda for the upcoming workshop and Board meeting.

Mrs. Martinez reported BCC needs to focus on the key stakeholders in the county for input and forming linkages. She suggested establishing links with the hospitals, the chambers, and County Board. BCC has already established a link with the Brevard County School Board.

Mr. Handley reported it had been recommended that Dr. Penn Williams take the lead as the Trustee to help BCC implement policy governance. The suggestion was that Dr. Penn Williams will take BCC's existing policy manual, review it, and sort out the policies that need to be changed. These would be discussed at future Board workshops. It was suggested that Dr. Penn Williams use the Austin Community College information as a model for this process. Dr. Gamble reported the administration will provide a copy of Dr. Penn Williams' drafts, so that Board members will have the opportunity to review the information prior to discussing the policies. Dr. Gamble suggested the Board members make their comments and send them to his office for incorporation into one document to include in the Board meeting materials.

Mr. Johnson reported, that in reference to policy governance, he would like to state, for the record, that he believes the Board does not need to bring in an outside consultant. Mrs. Martinez agreed.

**4. INTERCOLLEGIATE ATHLETICS TASK FORCE PROPOSAL:**

Dr. Gamble reviewed the Intercollegiate Athletics Task Force (IATF) recommendation.

Mrs. Martinez expressed concern that BCC has built a reliance on an outside source of funds and there will need to be a significant amount of energy behind the booster organizations to continue the funding for years to come. She reported that most community colleges have a smaller number of sports in relation to BCC.

Mr. McCotter reported that after reading the proposal recommendations by the (IATF), he wanted to know if the \$50,000 commitment from the community was solid. In light of the uncertain future of the economy, he was not sure that BCC could depend on receiving this money. Dr. Gamble reported the IATF provided recommendations with the task to remain within the allocated budget and chose to retain six sports with the understanding the athletics groups may have to raise some funding.

Mr. Mark Cherry, Associate Vice President of Accounting, reported the IATF made the recommendation that rather than funding scholarships for athletes, they would apply federal financial aid or other aid sources to the athletes' tuition. He reported another method to reduce the budget, in order to fund the two additional sports, was to eliminate the meals for the basketball players. Mr. Johnson asked about eliminating the golf program. Dr. Gamble reported the response from the community members who do the fundraising is that they cannot get the level of support needed unless BCC retains golf.

(Dr. Penn Williams arrived at 3:20 p.m.)

Dr. Gamble reported on the college's budget situation in relation to athletics. There was discussion regarding making a three-year commitment to the sports program. Mr. Matheny reported his experience with other organizations is that the wording can be such where it states that the agreement is approved for a certain number of years, subject to the Board appropriating the funds. This allows for a moral commitment for a certain period of time, but the time can be minimized based on the appropriations if needed.

It was the consensus of the Board for Dr. Gamble to go forward with the IATF recommendation. The program funding will be \$439,000 from college sources and \$50,000 from the BCC Titan Booster Association. Allocations by sport will be adjusted to insure equal funding for both the male and female sports programs. The college will commit to year-to-year funding in the same manner as other activities in the institution, subject to approval each year by the Board of Trustees. Funds currently covering Athletics Director will remain in support of the athletics programs. The sports that will be funded are: Men's and Women's Basketball, Baseball, Softball, Golf, and Volleyball. Every effort should be made to recruit athletes from Brevard County for all teams. The funding will consist of Pell grants to be applied first and to the fullest with institutional funds used only to meet needs. The teams will travel by continuing the use of college vans; not renting buses. The coaching staffs will remain at the 2002-03 levels for stipends and pay. The Athletic Department will work with Campus Presidents to attempt to hire coaches who are also qualified to teach regular college classes or meet staff opening requirements.

5. **ADJOURNMENT:**

The meeting adjourned at 3:56 p.m.

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