

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
WORKSHOP**

August 9, 2004
2:00 p.m.

King Center for the Performing Arts
Room #168
Melbourne Campus

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

1. CALL TO ORDER:

Mr. James Handley, Chair, called the meeting to order.

2. GENERAL BOARD DISCUSSION:

a. Welcome to Mr. James Theriac

Mr. Handley recognized Mr. Theriac and welcomed him as the newest Trustee.

b. Pledge of Allegiance

Mr. Handley suggested that in light of the current world circumstances that it might be appropriate to open each Board Meeting with the recitation of the “Pledge of Allegiance.” It was the consensus of the Board to begin each meeting with the “Pledge of Allegiance.”

c. Process for the President’s Evaluation

Mrs. Wilson recommended that the process of the President’s Evaluation be discussed at a future workshop. Mr. Handley stated that the Board recommended last year that metrics be applied to the evaluation process, but that was not done. He recommended that metrics be put in place at the beginning of this year’s cycle for measurement in next year’s evaluation process. Mrs. Martinez replied that it is her opinion that metrics are currently in place as the statement of goals and their completion are very measurable. She stated that it would be helpful to clarify these issues at a future workshop, however. Dr. Gamble requested that metrics be established and provided to him early in the year to provide time to focus on the stated goals. The Trustees suggested that this subject be the main topic of the September 20 Workshop, along with a brief Policy Governance review. Mr. Handley remarked that 4th Quarter Goals and Planned Maintenance System are currently scheduled to be discussed in the September Workshop. He stated that since 4th Quarter Goals directly relate to the metrics, that should not present a conflict. Dr. Gamble suggested that Planned Maintenance Discussion currently

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scheduled for the September Workshop be moved to the Communications section of the September Board meeting.

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3. **PRESENTATION ON ETHICS:**

Mr. Handley introduced Mr. Tom Tedcastle, Di

Mr. Tedcastle reported an individual may not use their position for personal gain. Therefore, it is inappropriate to use a college title or position when conducting personal business. This rule applies to all employees.

Mr. Tedcastle indicated as appointed officers, Trustees must file a memorandum of voting conflict **within** 15 days before a vote, while elected officers have up to 15 days after the vote to file the memorandum of conflict.

Mr. Tedcastle reported that the Ethics Commission is technically a part of the legislative branch of government, with appointments made jointly by the Governor, Speaker of House, and Senate President, with four members of one party and five of the other party. The Governor appoints five people (three of one party and two of the other); and the Speaker of the House and Senate President each appoint two individuals (one of each party). They give advisory opinions regarding violations, but it is a slow, expensive process. Mr. Tedcastle stated there is a penalty for frivolous claims; however, reality is that they are seldom collectable.

4. POLICY GOVERNANCE

Mrs. Martinez reported she has reviewed Section 100 of the Policy Governance draft and made suggested changes, as distributed. She requested clarification of the degree requirements stated on page six, in which it refers to a requirement to “complete at least 25 percent of credit semesters at Brevard Community College.” She inquired if this was an arbitrary amount, which translates to one semester, or if it is required by the State. Dr. Gamble stated that he would check to see if there is a Board of Education rule necessitating this credit requirement. He said in the past, colleges wanted to guarantee ongoing enrollment by an individual; however, in view of current trends such as distance learning and transient populations it could be a benefit if this were not a requirement. Dr. Astrab indicated that it may relate to financial aid requirements. Dr. Gamble will research and report to the Board.

Mrs. Martinez also questioned the statements on page seven of the draft which refers to “the student being required to complete the last semester in residence unless granted ‘transient’ student status” as well as page eight which refers to “completing the last six vocational credit hours through BCC unless the student has been granted ‘transient’ student status” in light of virtual college students. Dr. Gamble agreed that he will also research this and report to the Board.

Mrs. Martinez requested assistance from the staff in defining each of the fees noted on page ten. Dr. Gamble indicated that he would ensure assistance with this request.

Mrs. Martinez requested concurrence that the wording of College Budgets, Section 100.07 on page 12, which reads “...District President, or designee, shall have the authority to move budgets among departments” is appropriate. Following discussion, it was agreed that after Trustees’ approval of the budget, the President or designee has the authority to move funds as deemed appropriate.

It was requested that Mrs.

needs. Finally, Dr. Gamble confirmed that the nursing program backlog will decrease due to an admission test, which will be administered prior to acceptance. This has been successfully done at Valencia College for the past five years. Dr. Ake confirmed that testing allows the program to channel students to careers that meet their capabilities and thus reduces the backlog. She also confirmed that there is no negative effect apparent for minority applicants. Dr. Gamble reported that there is not a need for an urgent decision, however, he wanted to make the Board aware and advise him of their thoughts on the subject.

Dr. Gamble also reported that Palm Bay is hoping to establish a Charter School district, which has not yet been done in Brevard County. They plan to apply for the Elementary-Middle School immediately, with the projected location approximately 1.5 miles south of the Palm Bay Campus on San Filippo. In addition, Palm Bay has discussed their desire to locate the Charter High School, with approximately 1200-1400 students, on the Palm Bay Campus, with construction to begin in 2006 for a Fall 2007 opening. Dr. Gamble indicated that his initial response was positive, however, there appears to be some resistance to the idea by the School Board. Dr. Gamble advised Dr. Purga to delay action until he is able to communicate further with Dr. DiPatri.

Dr. Gamble further reported that in addition a plot of land has been on hold for an outdoor amphitheater for sometime, with the extension of offer to expire next year. The City of Palm Bay has now proposed the establishment of a Fairground for this land rather than the amphitheater. In addition, the Port is considering the development of an amphitheater at Port Canaveral. Mr. Matheny reported that the Palm Bay Chamber of Commerce, through a private developer, has offered to purchase the 17 acres which the college owns adjacent to the Palm Bay Campus at a cost below appraisal value. This sale is related to the Visitor's Center, which the Board has agreed to have built on the Palm Bay Campus. As the value of this land continues to appreciate, the Board should closely consider all of the proposals and determine the best use.

Dr. Gamble reported the community college presidents recently met with UCF President, Dr. Hitt and his staff, to discuss their desire to expand the 2+2 program.

7. COCOA MUSEUM:

Dr. Gamble reported that the Cocoa Museum is experiencing serious financial problems. The property owned by the City of Cocoa, was leased to Brevard County for 99 years, who in turn has sublet it to the Museum Corporation under a Trust. As a result, they are interested in exploring a relationship with the college. Dr. Gamble will have discussions with Tom Jenkins, County Manager, regarding the character and status of the land, in addition to discovering the restrictions involved in the 99-year covenant. Dr. Gamble is interested in determining if the County would be willing to assist the college with obtaining the building with the basic repairs already completed. If this was possible and

