

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

September 17, 2007
9:10 a.m.

Community Dining Room (Rm. #133)
Student Center (Bldg. #3)
Titusville Campus

PRESENT: Mr. James Theriac, Chair; Mrs. Alberta Wilson, Vice-Chair; Mrs. Dixie Sansom;
Mr. James Richey; Dr. James A. Drake, Secretary; Mr. Philip Nohrr, Attorney

ABSENT: Mr. C. R. "Rick" McCotter III

1. CALL TO ORDER:

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

A. Pledge of Allegiance

Mr. Theriac opened the meeting with the recitation of the Pledge of Allegiance.

B. Additions/Corrections to Agenda

No additions or corrections to the agenda noted for the record.

II. APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETING:

A. Minutes – Board of Trustees Meeting – August 20, 2007 (Addendum)

Mrs. Wilson moved approval of the minutes of the Board of Trustees meeting held August 20, 2007. Mr. Richey seconded the motion. All those voting in favor of the motion: Richey, Sansom, Theriac, Wilson; opposed: none. Motion unanimously approved.

III. PRESENTATIONS:

A.

V. PUBLIC COMMENTS:

None.

VI. CONSTRUCTION AND DEVELOPMENT:

None.

VII. OLD BUSINESS:

A. Report on Pending Legal Actions (Addendum)

Mr. Nohrr provided the report of pending legal actions to attendees.

In response to a question from Dr. Drake, Mr. Nohrr clarified that attorney-client privilege extends to discussions between individual trustees and general counsel.

Mr. Nohrr stated that he will be unavailable for the October 15 Board meeting, but will assign another attorney from Gray-Robinson to deliver the Board-development presentation at the October 15 meeting. The consensus of the Board was that this presentation should be deferred to a subsequent Board meeting, when Mr. Nohrr is personally available.

VIII. NEW BUSINESS:

A. Request for Future Board Meeting Presentations or Agenda Items

None.

IX. FINANCIAL ACTIONS:

None.

X. REPORT OF THE PRESIDENT:

A. Format and Content of Reports to the Board

Dr. Drake reported that the format for the Board of Trustees meeting agenda has been modified in an attempt to make it is easier to follow. The administration is prepared to do the same for other documents and reports generated by the College, to ensure that the information they contain is relevant and useful to our trustees.

B. Fall Term Enrollment Update

Dr. Drake reported a 7.1% increase in the Fall 2007 enrollment, an increase that mirrors statewide enrollment gains within the Florida Community College System. Because community-college enrollment patterns tend to be counter-cyclical with the economy, enrollment for Spring 2008 is likely to increase if the economy continues to soften. If so, the College's budgetary resources will be further challenged.

C. Internal Auditing

Dr. Drake presented various internal-auditing options for the College to consider, including a model currently utilized by the Brevard County School Board.

Mr. Billings commented that the College undergoes federal and state audits annually, resulting in enhanced oversight of the College's financial and accounting processes.

Mr. Richey underscored the importance of independence in internal auditing. Dr. Drake suggested that the College may benefit from the assistance of an external committee appointed by the Board, and offered to provide to the Board of Trustees a proposal based upon the internal-audit model utilized by the School Board.

D. Administrative Procedures for Temporary Budget Restrictions

Dr. Drake reported the College is augmenting its preparations for the impact of further statewide budget reductions. By continuing to streamline administrative operations, and by re-negotiating contracts with vendors, where possible, the College is preserving resources without disrupting key support services.

E. Diversity Award

Dr. Drake reported that BCC was one of twenty-five institutions honored at the national Minority Access conference in Arlington, Virginia, last week for their commitments to and progress toward results in diversity. Dr. Newman accepted the award for the College.

Dr. Drake reported that the Central Brevard NAACP, of which Mrs. Wilson is president, hosted a recent event in which lifetime members of the organization were recognized. In response to a question by Mr. Theriac, Dr. Drake said that during his invited presentation to the NAACP members, he was pleased to note that the roster of lifetime members of the NAACP includes not only the current Chair and Vice Chair of the BCC Board of Trustees (Mr. Theriac and Mrs. Wilson, respectively) but also Distinguished President Emeritus Dr. Maxwell C. King, Mr. Jim Ross, Dr. Brenda Fettrow, as well as the current President of the College. Dr. Drake underscored the legacy of Dr. King in leading the College to achieve national recognition for its commitment to diversity and inclusiveness.

Dr. Newman commented that a new initiative is underway to involve more minority students in Science, Technology, Engineering and Management (STEM) majors. Dr. Astrab added that the College is pursuing a grant opportunity through the National Science Foundation for increasing minority-student enrollments in STEM programs.

XI. MISCELLANEOUS

Ms. Sansom enthusiastically recommended that trustees attend the current production of *Guys and Dolls* at the Historic Cocoa Village Playhouse, and also to take an opportunity to check on the progress of the construction of the Playhouse Annex.

Mrs. Sansom also suggested, and Dr. Drake agreed, that a brief (one-page) weekly summary of issues and events that may be of interest to trustees should be drafted and distributed by the President's Office. Dr. Drake will develop a template for a "Friday FYI" bulletin for weekly distribution to the Board of Trustees.

Mrs. Wilson expressed the Board's gratitude to Dr. Joe Lee Smith, Provost of the BCC Palm Bay Campus, for hosting the dedication of the General Titus C. Hall Center during the August meeting of the Board, and to Dr. Newman for hosting the current Board meeting.

XII. ADJOURNMENT:

There being no further business to be brought before the Board, the meeting adjourned at 12:05 p.m.

APPROVED: _____

Chair, District Board of Trustees

ATTESTED: _____

Secretary, District Board of Trustees