

**REGULAR MEETING  
January 24, 2011  
Key West Campus  
2:00 P.M.**

**PRESENT:** Trustees: O’Bannon, Martin, Bassett, Scales, Slate;  
Attorney DeVane; Provost Charles; VP Kehoe, Dean Heck; **Staff:** Estenoz, A. Ernst-  
Leonard, C. Davis, Wise, McPherson, Skinner, Hullum, Tinker, MacWilliams, Snyder, C.  
Malsheimer, Gilchrist, Love, Allish, Bailey, Careaga, Halvorson, Hill, Hall, Cole, Rice,  
Alvarado

**APPROVAL OF THE  
AGENDA**

**GUEST:** John Guerra, Sean Kenny, Bart Smith, David Alsop  
Moved O’Bannon, seconded Martin to approve the Agenda with the addition of BR 3.330 –  
Use of College Vehicle/Vessels, under VI, Attorney (A) and to move up on the agenda the  
Key West Resort Construction Agreement from VIII (B) to VI, under Attorney before Board  
Rule Changes.

**APPROVAL OF THE  
MINUTES**

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**  
Moved OBannon, seconded Scales to approve the minutes of November 22, 2010.

**CONSENT AGENDA**

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**  
**CONSENT AGENDA**

Moved Bassett, seconded Scales to approve the Continuing Ed Workforce Fees, as per  
separate attachment (Suppl. Min. Book)

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

Moved Bassett, seconded Scales to approve the Grants Approval, as per separate attachment  
(Suppl. Min. Book)

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

Moved Scales, seconded Bassett to approve Disposition of Property totaling \$352,773.07, as  
per separate attachment, (Suppl Min. Book). **An updated attachment for Lost Property  
totaling \$106,800.86 was handed out at the meeting to replace original which totaled  
\$110,529.21.**

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

**DISTRICT BOARD OF TRUSTEES**

**PRESIDENT’S REPORT**

**PRESIDENT**

**A. President’s Report** – President Tyree reported to the Board that Clarke Maxwell Jr.  
passed away. Clarke was a friend to the College for many years.

President Tyree reported to the Board that the College held a day long workshop on the  
Residence Hall. Participants included the Developer, architect, construction company,  
consultant and FKCC staff. The occupancy date is still August 15, 2011.

**BOARD RESOLUTION  
TO SOUTH FLORIDA  
COMM. COLLEGE**

Final interviews for the Director of Residence Life will be held next week.

Moved O’Bannon, seconded Bassett to approve the Resolution to South Florida Community  
College, thanking them for their assistance in allowing Anita Kovacs to come to FKCC and  
help our staff with our financial problems.

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

**FOCUS ON STUDENTS**

**B. Focus on Students** – Dean Heck introduced Lolade Agboola, who is a student in our  
nursing program. She is a graduate of Tallahassee Ricketts HS International Baccalaureate  
program, Suma Cum Laude University of Florida, has a B.S. in Health Sciences and worked  
in Shands ICU burn unit.

**FACULTY REPORT**

**C. Faculty Presentation** – Georgianna Skinner reported to the Board that students will be  
able to receive their AA degree totally on line, in the very near future.

**FACULTY COUNCIL  
REPORT**

**D. Faculty Council Report** – Penni Wise reported the Council met and discussed Student  
Attendance and the Waitlist Policy.

**REVISION OF MINUTES  
FROM 10/29/07 AND  
2/22/10**

**E. SACS Update** – Director MacWilliams reported that we are on schedule.

Moved Bassett, seconded Martin to approve the revision of the minutes from October 29,  
2007 and February 22, 2010, to add “ including Mission Statement” to the approved Strategic  
Plan for 2007-10 and the approve Assessed 2007-10 Strategic Plan, as per separate  
attachment (Suppl Min. Book)

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

**KEY WEST RESORT  
CONSTRUCTION  
AGREEMENT**

**ATTORNEY**

B. Moved Scales, seconded Bassett to approved the Key West Resort Construction  
Agreement with the caveat that all other developers involved sign on, as per separate  
attachment (Suppl. Min. Book)

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

**MASTER PLAN  
APPROVAL**

C. Moved Scales, seconded O’Bannon to Move the Master Plan Presentation up under the  
Attorney.

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

Moved O’Bannon, seconded Scales to approve the Master Plan as per separate attachment  
(Suppl. Min. Book)

**VOTING YES: Scales, Slate, Bassett, Martin, O’Bannon**

-Attorney DeVane update the Board on the Storm Water Suit, the hearing on Summary Judgment was held on January 11, 2011, with a ruling in favor of the College on January 21, 2011. The City is to pay in 20 days, including interest. It is anticipated that the City will appeal the ruling.

-Attorney DeVane also updated the Board on a fine issued by the Dept. of Health in the amount of \$123,000, for not having a Medical Director in our EMT program back in 2008 for the Months of July – October. We have been granted an additional 30 days to respond. The College has discovered that even though the medical director’s contract expired he was still submitting invoices and being paid.

#### **A. Board Rule Changes**

Moved O’ Bannon, seconded Bassett to adjourn as a Rule Making Board and reconvene as a Regular Board.

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon B.**

Moved O’ Bannon, seconded Bassett to accept as proposed BR 6.520. Copyrights, as per separate attachment (Suppl. Min. Book). Trustee Scales will re-write and bring back to the Board with changes.

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

Moved O’ Bannon, seconded Bassett to accept as amended BR 6.525, Intellectual Property Patents, as per separate attachment with changes (Suppl. Min. Book).

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

Moved Martin, seconded Scales to accept as amended BR 3.330, Use of College Vessels, as per separate attachment with changes (Suppl. Min Book)

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

Moved O’ Bannon, seconded Martin to accept as amended BR 5.545 Non Fraternization Policy, as per separate attachment with changes (Suppl. Min. Book). Remove the last three words in the last sentence “subject to discipline” and add “shall subject the offending employee(s) to discipline. Add new paragraph “All procedures promulgated pursuant to this rule shall be approved by the Board.”

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

The procedure to this rule was review with suggested changes and will be brought back to the Board next Month.

Moved O’ Bannon, seconded Martin to table BR 5.620 Selection and Hiring and BR5.623 Probationary Period.

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

Moved Scales, seconded Martin to accept with changes BR 5.621 Recruitment and Selection, as per separate attachment (Suppl. Min. Book). Changes to the 4th paragraph, first sentence remove “to the President”.

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

Moved O’ Bannon, seconded Scales to accept with changes BR 5.350 Meritorious Award, as per separate attachment (Suppl. Min. Book). Remove from 1<sup>st</sup>. paragraph, 2<sup>nd</sup>. sentence “full time”

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

Moved O’ Bannon, seconded Scales to adjourn as a Rule Making Board and reconvene as a Regular Board.

#### **VOTING YES: Scales, Slate, Bassett, Martin, O’ Bannon**

### **HUMAN RESOURCES**

**A.** Moved Martin, seconded Bassett to approve Personnel Actions as follows:

#### **NEW EMPLOYEES**

**Rosenberg, Judith** - January 3, 2012, Temporary Interim 9-month Faculty, English, Level III \$47,285.81 annualized.

#### **PART-TIME**

**Gunn, Iona** -September 27, 2010, Part-time, Temp. Tutor \$15.00 / hr.

**Hernandez, Yomar** - November 22, 2010, Part-time, Student Assistant, \$10.21 /hr.

**Koolian, Charlotte** - October 20, 2010, Part-time, Temp. Tutor \$15.00 / hr.

**Laird, Lauren** - October 26, 2010, Part-time, Temp. Tutor \$15.00 / hr.

**Leto, David** - November 2, 2010, Part-time, Temp. Tutor \$15.00 / hr.

**LaTour, Stephen** - November 5, 2010, Part-time Lab Asst.Marine Engin. \$15.02 / hr.

**Owens, David** - November 15, 2010, Part-time Financial Aid Specialist, \$12.87 / hr.

**Preziosi, Mark** - January 12, 2011, Part-time Lab Asst. Biology, \$13.90 / hr.

**Moffitt, Julia** - November 8, 2010, Part-time Artist’s Model, \$15.00 / hr.

**Quigley, Andrea** - November 30, 2010, Part-time Artist’s Model, \$15.00 / hr.

#### **ADDITIONAL EMPLOYMENT**

**Charleston, Gregory** - October 12, 2010, Subst. Instructor, \$33.67/hr , \$1,203.03 total.

**Cline, Dawn** - December 6, 2010, Diving Technical Advisor, \$17.50/hr, \$420 total.

**Siegrist, Noa** - January 12, 2011, Part-time Lab Assist –Photography, \$13.90 /hr.

**Vandenabeele, Patrick** - December 6, 2010, Diving Technical Advisor, \$14.50/hr.

### **STORMWATER**

### **FINE FROM THE DEPARTMENT OF HEALTH**

### **BOARD RULES**

### **BR 6.520 COPYRIGHTS**

### **BR 6.525 INTELLECTUAL PROPERTY PATENTS**

### **BR 3.330 USE OF COLLEGE VESSELS**

### **BR 5.545 NON FRATERNIZATION**

### **TABLED BR 5.620 AND BR 5.623**

### **BR 5.621 RECRUITMENT AND SELECTION**

### **BR 5.350 MERITORIOUS AWARD**

### **PERSONNEL ACTIONS**

**PROMOTIONS, RECLASSIFICATIONS AND ADJUSTMENTS**

**Keller, Tania** - December 1, 2010, Transfer: from Assistant Director, Financial Aid, Professional, Level A, \$32,857 annualized, to Admin. Assist., Criminal Justice, Career, Grade 5, \$15.02/hr.

**Clifton, Debra** - December 9, 2010, Promotion: from Library Specialist, Career, Grade 4, \$14.16/hr, to Assistant Director, Learning Resource Center, Professional Level C, \$41,271 annualized. **Kromer, Sally** - December 14, 2011, Promotion: from Sr. Financial Aid Specialist, Career, Grade 5 \$13.90/hr to Assistant Director, Financial Aid, Professional, Level A, and \$32,857 annualized.

**Preston, Joanne** - January 3, 2011, New Contract: Director, Sponsored Programs Administrative, Level G, \$70,000 annualized, 6-month Contract.

**McClellan, Susan** - January 3, 2011, New Contract: Faculty, Mathematics, Level II, \$62,946 annualized, 6-month Contract.

**Miner, William** - January 3, 2011, New Contract: Faculty, Marine Engineering, Level III, \$46,951.87 annualized, 4-Month Contract.

**Markopoulos, Michelle** - January 10, 2011, Reinstatement: Library Specialist, Career, Grade 4, \$16.44/hr.

**TERMINATIONS**

**Cline, Dawn** - Manager Dive Facilities, 01.07.11, Resignation

**Pierce, Miranda** - Assist. to the Dean, Stdnt. Affs., 01.10.11, Resignation

**Lopez, Erica** - Accounts Payable Specialist, 01.11.11, Resignation

**ADJUNCT / PART TIME INSTRUCTORS, as per separate attachment (Suppl. Min. Book)**

**VOTING YES: Martin, O'Bannon, Slate, Bassett**

**Trustee Scales as not in the room to vote.**

**ADMINISTRATIVE SERVICES**

A. VP Kehoe updated the Board on the progress of the Residence Life Hall and the Marine Propulsion Building.

**FINANCIAL SERVICES**

A. CFO Brittany Snyder reported to the Board the tasks that have been completed. She expects to bring an amended budget to next month's meeting for approval.

B. Moved Bassett, seconded Scales to approve the Financial Package for Dec 31, 2010, as per separate attachment (Suppl. Min. Book)

**VOTING YES: Scales, Slate, Bassett, Martin, O'Bannon**

C. Moved O'Bannon, seconded Scales to approve the Annual Financial Report for June 30, 2010, as per separate (To be Filed in Business Office)

**VOTING YES: Scales, Slate, Bassett, Martin, O'Bannon**

**STUDENT SERVICES**

Dean Heck gave the Board an updated FTE report.

**GOOD OF THE ORDER**

The next meeting will be held on February 28, 2011, at 2:00 p.m. in Key West.

The meeting adjourned.

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Larry W. Tyree  
President

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Spencer Slate  
Chairman

**PERSONNEL  
ACTIONS CONT'D**