

## ORGANIZATIONAL MEETING

July 25, 2011

Key West Campus

2:00 P.M

	<p><b>PRESENT:</b> Trustees: Slate, O'Bannon, Martin, Bassett (via phone) Scales; Attorney Dorl, VP Mauk, Dean MacWilliams , Provost Snyder</p> <p><b>Staff:</b> A. Ernst-Leonard, Pryor, Estevez, Tinker, Careaga, Hill, Foy, Allish, Groomes-Davis, Rice</p> <p><b>GUEST:</b> Representative Ron Saunders, Sue Ellen Spencer</p>
<b>APPROVAL OF THE AGENDA</b>	<p>Moved Scales, seconded O'Bannon to approve the Agenda with the tabling of the V. Election of Officers and the VIII. A -5, Grievance Resolution until the September meeting.</p> <p><b>VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon</b></p>
<b>APPROVAL OF THE MINUTES</b>	<p>Moved O'Bannon, seconded Scales to approve the minutes of June 27, 2011.</p> <p><b>VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon</b></p>
<b>ELECTION OF OFFICERS TABLED</b>	<p>Moved Scales, seconded O'Bannon to table the Election of Officers, until the Board appointments have been made by the Governor.</p> <p><b>VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon</b></p>
<b>MEETING TIME AND PLACE</b>	<p>Moved O'Bannon, seconded Scales to approve the meeting time and place, as per separate attachment (Suppl. Min. Book)</p> <p><b>VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon</b></p>
<b>CONSENT AGENDA</b>	<p><b><u>CONSENT AGENDA</u></b></p>
<b>CON-ED FEES</b>	<p>Moved O'Bannon, seconded Scales to approve the Con-Ed Fees, as per separate attachment (Suppl. Min. Book)</p> <p><b>VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon</b></p>
<b>DISPOSITION OF PROPERTY</b>	<p>Moved Scales, seconded Martin to approve the Disposition of Property, as per separate attachment (Suppl. Min. Book)</p> <p><b>VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon</b></p>
<b>PRESIDENT'S REPORT</b>	<p><b><u>DISTRICT BOARD OF TRUSTEES</u></b></p> <p><b>PRESIDENT</b></p> <p><b>A. President's Report</b> – President Tyree introduced Bob Austin and thanked him for all his work in the Business Office with the Annual Financial Report.</p> <ul style="list-style-type: none"><li>• President Tyree reported to the Board that we now have an annual schedule and that students can register for the entire year.</li><li>• Students can now complete 100% of their degree online.</li><li>• President Tyree invited the Board to the Grand Opening of Lagoon Landing on August 19, 2011. He also invited them to participate in Move In Day at the residence hall on August 20, 2011.</li></ul>
<b>FOCUS ON STUDENTS</b>	<p><b>B. Focus on Students</b> – Karla Malsheimer and Laura Estevez gave a presentation on the SGA's activities for the year. President Tyree thanked Karla and Laura for their leadership</p>
<b>FACULTY PRESENTATION</b>	<p><b>C. Faculty Council Report</b> – No Report</p> <p><b>D. Faculty Presentation</b> - Alex Brylske gave a Faculty Presentation on the Marine Science Program and gave a report on the trip that some students took to Bonaire.</p>
<b>REPRESENTATIVE RON SAUNDERS' VISIT</b>	<p>Representative Ron Saunders made a surprise visit to the Board meeting. He spoke of the upcoming legislative session and mentioned that there might be a special session in September or October. He also reminded the Board that the Re-Districting meeting is to be held in Key West on our Campus and that many legislators will be in attendance. He suggested that the College might want to host a reception, funded by our Foundation during that meeting. President Tyree asked VP Mauk to give her presentation on the Marine Science Bldg. while Representative Saunders was there.</p>
<b>MARINE SCIENCE BLDG. INTENT TO NEGOTIATE</b>	<p>Moved Scales, seconded O'Bannon to approve the Marine Science Bldg. Intent to Negotiate, as per separate attachment, (Suppl. Min. Book)</p> <p><b>VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon</b></p> <p><b>D. Presidential Search</b> – No Report</p>
<b>BOARD RULE CHANGES</b>	<p><b>ATTORNEY</b></p> <p><b>A. Board Rule Changes</b></p> <p>Moved O'Bannon, seconded Scales to adjourn as a Rule Making Board and reconvene as a Regular Board.</p> <p><b>VOTING YES: Scales, Slate, Bassett, Martin, O'Bannon</b></p>
<b>BR 7.420 GRADUATION REQUIREMENTS</b>	<p><b>1.</b> Moved Scales, seconded O'Bannon to approve BR7.420 Graduation Requirements, as per separate attachment (Suppl. Min. Book).</p> <p><b>VOTING YES: Scales, Slate, Bassett, Martin, O'Bannon</b></p>
<b>BR7.120, FINANCIAL AID SATISFACTORY PROGRESS</b>	<p><b>2.</b> Moved O'Bannon, seconded Martin to approve BR7.120, Financial Aid Satisfactory Progress, as per separate attachment (Suppl. Min. Book).</p> <p><b>VOTING YES: Scales, Slate, Bassett, Martin, O'Bannon</b></p>

3. Moved Bassett, seconded Scales to approve BR1.256, Powers and Duties of Board, with changes to add #7 to state "The Board shall have all the powers and duties as provided by law", as per separate attachment (Suppl. Min. Book).

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

4. Moved Scales, seconded O'Bannon to Table BR1.410, Formulation of Rules and Adm. Procedures until the September meeting.

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

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**

Attorney Dorl discussed with the Board the Storm Water suit with the City; our brief will be filed this week. Trustee Scales left the room during the discussion.

#### **HUMAN RESOURCES**

A. Moved O'Bannon, seconded Martin to approve the Personnel Actions as follows:

##### **NEW EMPLOYEES**

**Carroll, Susan** - August 17, 2011, Faculty, Mathematics, Level III, \$60,308 annualized.

**Dozier, Keri** - August 15, 2011, Academic Advisor, Upper Keys Center, Professional, Level B, \$40,508 annualized.

**Jimenez, Paula** - June 30, 2011, Manager, Business Services, reinstated, Professional, Level D, \$47,179 annualized, plus \$3,000 annualized stipend for added supervisory duties.

**McKeirnan, Gavin** - August 17, 2011, Coordinator, QEP, Professional, Level D, \$50,879, annualized.

**Rector, Chad** - July 12, 2011, Dive Facilities, Manager, Career, Grade 7, \$16.03/hr.

**Reis, Barbara** - August 17, 2011, Faculty, Mathematics UK & MK, Level I, \$64,457, annualized.

**Sessums, Amber** - July 18, 2011, Administrative Assistant, Public Safety Institute, Career, Grade 5, \$14.18/hr.

**Wharton, Lindsey** - August 1, 2011, Library Specialist, Career, Grade 4, \$12.87/hr.

**Wolf-Markham, Lois** - August 17, 2011, Faculty, English UK & MK, Level I, \$65,071 annualized.

##### **PART-TIME**

**Cherry, Carly** - June 27, 2011, C.R.O.P. Mentor/Tutor, \$10/hr.

**Taylor, Sharona** - June 27, 2011, C.R.O.P. Mentor/Tutor, \$10/hr.

##### **ADDITIONAL EMPLOYMENT**

**Cutty, James** - August 30, 2011, Pianist for Keys Chorale, \$25/hr.

**Eads, Katherine** - June 1, 2011, Online Course Development, \$500 total.

**Ellis, Dawn** - June 1, 2011, Online Course Development, \$500 total.

**Garcia, Heather** - June 6, 2011, Accts Payable & Business Office assistance, \$15.02/hr.

**Kemble, Darrel** - May 9, 2011, Dive Technical Advisor, \$17.50/hr.

**Muffler, Stephen** - June 1, 2011, Online Course Development, \$1000 total.

**Nantz, Derrick** - June 1, 2011, Online Course Development, \$1000 total.

**Torrence, Steven** - June 1, 2011, Coordinator, Criminal Justice, \$25/hr.

**Walters, R. Dean** - July 1, 2011, Director, Keys Choral, \$13,468 annualized.

##### **TERMINATIONS**

Burns, Jeff - Technical Director – Grant funded, June 30, 2011, Resignation

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

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

Trustee Scales not in room for vote.

##### **FINANCIAL SERVICES**

A. VP Mauk updated the Board on Finance and the on-going construction projects, as per separate attachment (Suppl. Min Book)

B. Moved O'Bannon, seconded Martin to approve the Capital Improvement Plan for 2012-13, as per separate attachment (Suppl. Min. Book)

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

C. The Marine Tech Bldg. Intent to Negotiate was moved up on the Agenda.

D. VP Mauk updated the Board on the number of applicants who have applied for the Legal Services RFP. Attorney Dorl left the room during the discussion.

##### **INSTRUCTIONAL SERVICES**

A. Provost Snyder gave the Provost Report to the Board on Instructional Services, as per separate attachment (Suppl. Min. Book)

B. Moved O'Bannon, seconded Martin to approve the IAA Agreement with the MCSD and FKCC, as per separate attachment (Suppl. Min. Book)

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

C. Moved Bassett, seconded Martin to approve the Nursing Graduation Fee Waiver, as per separate attachment (Suppl. Min. Book)

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

#### **BR 1.256 POWERS AND DUTIES OF THE BOARD**

#### **TABLED – BR 1.410 FORMULATION OF RULES AND ADM PROCEDURES**

#### **ATTORNEY REPORT**

#### **PERSONNEL ACTIONS**

#### **VP OF BUSINESS REPORT**

#### **2012-13 CAPITAL IMPROVEMENT PLAN**

#### **RFP FOR LEGAL SERVICES DISCUSSION**

#### **PROVOST REPORT**

#### **IAA AGREE-MENT/MCSD & FKCC**

#### **NURSING GRADUATION FEE WAIVER**

**SOUTH FLORIDA  
WORKFORCE  
AGREEMENT**

**D.** Moved Martin, seconded O’Bannon to approve the South Florida Workforce Agreement with changes, on pg. #1, under I. Purpose, 2<sup>nd</sup> paragraph, 2<sup>nd</sup>. and 5<sup>th</sup>. sentences, change “Miami Dade County” to “Monroe County; add to the beginning of the sentence on pg. 4 of 8, under VIII. Confidentially, the phrase “Subject to the applicable provisions of Chapter 119, F.S. ; and change Cynthia Hullum’s name from Exhibit A, pg. 1, as the contact, as per separate attachment (Suppl. Min. Book)

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

**STUDENT SERVICES**

**DEAN OF STUDENT  
SERVICES REPORT**

**A.** Dean MacWilliams reported on the Student Services Division –She reported that we now have 66 deposits for Lagoon Landing and 90 applicants. SACS is on schedule and the new QEP Director will start in August. Dr. Arnold Oliver the Chair of the SACS team will be here for a preliminary visit on September 23.

**CROP SCHOLARSHIP**

**B.** Moved O’Bannon seconded Martin to approve the CROP Scholarship, as per separate attachment (Suppl. Min. Book)

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

**MOU BETWEEN FKCC  
AND THE FKCC  
FOUNDATION**

**C.** Moved Scales, seconded O’Bannon to approve the MOU between FKCC and the FKCC Foundation, with a change to the 1<sup>st</sup>. pg. 8<sup>th</sup>. paragraph at the beginning of the 2<sup>nd</sup>. sentence add “Subject to the provisions of 1004.70 F.S.”, as per separate attachment (Suppl. Min. Book)

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

**GOOD OF THE ORDER**

The next meeting will be in Marathon on September 26, 2011.  
The meeting adjourned.

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Larry W. Tyree  
President

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Spencer Slate  
Chairman