

REGULAR MEETING
September 27, 2010
Key West Campus
2:00 P.M.

PRESENT: Trustees: O'Bannon, Martin, Bassett, Slate;
 Attorney DeVane; Provost Charles; VP Kehoe; Dean Heck; Staff: Estenoz, A. Ernst-Leonard, Tinker, MacWilliams, Snyder, Love, Monroe, Carreaga, Cole, Hullum, McPherson, Malsheimer, Gilchrist, Alish, Prescott, Cherry, Freeman, Ruberg, Majewicz, Miner, Davis

GUESTS: Quillian Arico, Brooke Bowersox

EXCUSED: Scales

APPROVAL OF THE AGENDA

Moved O'Bannon, seconded Bassett to approve the Agenda with an addition of three Housing agreements, under the Attorney's section, the Interlocal Agreement, the Management Agreement and the Lease Agreement between, Florida Keys Community College and Florida Keys College Campus Foundation. Attorney DeVane also requested that the Attorney's Section be moved up after the Approval of the Minutes.

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

APPROVAL OF THE MINUTES ATTORNEY

Moved O'Bannon, seconded Bassett to approve the minutes of August 23, 2010.

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

ATTORNEY

Attorney DeVane discussed with the Board the three housing documents, the amended Interlocal Agreement, the Management Agreement and the Lease Agreement between, Florida Keys Community College and Florida Keys College Campus Foundation.

INTERLOCAL AGREEMENT/FKCC AND FKCCF

Moved O'Bannon, seconded Martin to approve the amended Interlocal Agreement between Florida Keys Community College and Florida Keys College Campus Foundation, as per separate attachment (Suppl. Min. Book)

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

LEASE AGREEMENT/FKCC AND FKCCF

Moved O'Bannon, seconded Bassett to approve the Lease Agreement between Florida Keys Community College and Florida Keys College Campus Foundation, with the insertion of the License to Students and the Security Plans, as per separate attachment (Suppl. Min. Book)

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

MANAGEMENT AGREEMENT/FKCC AND FKCCF

Moved O'Bannon, seconded Bassett to approve the Management Agreement between Florida Keys Community College and Florida Keys College Campus Foundation, as per separate attachment (Suppl. Min. Book)

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

Attorney and DeVane related that the Florida Keys College Campus Foundation approved Zions Bank as the Trustee for the Bonds.

A Motion for Summary Judgement with the City of Key West is set for November. The city has hired outside counsel concerning the Strom Water Issue.

BOARD RULE CHANGES

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BR 5.452 FMLA
BR 7.420 GRAD REQ.
BR 7.710 CREDIT BY EXAM
BR 7.450 ADM. OF STUDENTS
BR 5.622 INSTR. PERSONNEL QUALIFICATIONS

Moved O'Bannon, seconded Martin to adjourn as a Regular Meeting and reconvene as a Rule Making Board

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

Moved Bassett, seconded Martin to approve the Board Rule Changes in Bulk, BR 5.452 FMLA, BR 7.420 Grad Req., BR 7.710 Credit By Exam, BR 7.450 Adm. Of Students, BR 5.622 Instr. Personnel Qualifications, as per separate attachment (Suppl. Min. Book)

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

Moved O'Bannon, seconded Martin to adjourn as a Rule Making Board and reconvene as a Regular Meeting.

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

CONSENT AGENDA

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Moved Bassett, seconded Martin to approve the Consent Agenda in bulk, as per separate attachment (Suppl. Min. Book)

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

Vice-Chair Bassett requested that there be a policy in place addressing Accounts Receivable Write-Offs.

PRESIDENT'S REPORT

DISTRICT BOARD OF TRUSTEES

PRESIDENT

A. President's Report

- Dr. Tyree introduced Dr. Susan Freeman and John Coffin.
- Dr. Tyree invited the Board to Conference Day, where Dr. Sandy Shugart will be speaking.
- The County Administrator has challenged the College to compete in the Triathlon on Dec. 5. Liz Love will run, Bryan Gilchrist will bike and Provost Charles will do the swimming.
- Dr. Tyree reminded the Board about the 45th. Anniversary Celebration on Oct. 2, 2010, starting at 11:00 a.m.
- Promotion for the Mini Mester in underway, classes start on Oct. 11, 2010.

B. Focus on Students

Brooke Bowersox was honored as a Star Student. Brooke is a Student Ambassador and has dedicated over 40 hours of service to FKCC in the first few weeks of the Fall Term.

C. Faculty Presentation

Larry Prescott, gave the Board an overview of the Addiction Studies Program, some highlights were; classes run on Saturday and Sunday, they have 100% Passage Rate, and the program is a single source provider.

D. Faculty Report

John Majewicz represented the Faculty Council and reviewed with the Board the Faculty Council's report (as per separate attachment). The Council made three recommendations, which have been vetted and approved by Executive Council; these recommendations will require a change in the Salary Schedule.

E. Board Meeting Schedule

The discussion will be on the agenda at next month's meeting.

F. SACS Update

Erika MacWilliams reported that the Compliance Report and the QEP are on schedule.

G. Moved O'Bannon, seconded Martin to approve the Memorandum of Understanding between the FKCC Foundation and the College, as per separate attachment (Suppl. Min. Book)

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

H. Moved Bassett, seconded O'Bannon to approve the FKCC Foundation DSO Certification, as per separate attachment (Suppl. Min. Book)

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

HUMAN RESOURCES

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

New Employees

McClellan, Susan - July 1, 2010, Contract Revision, 6- month contract – Interim Faculty, Mathematics, Level II, \$62,946 Annualized.

Barken, Robert - August 9, 2010, Grant Funded, Research /Lab Assistant, Marine Sciences, Career, Grade 6, \$15.02/hour.

Sullivan, Jaimie - July 26, 2010, Financial Aid Specialist, Career, Grade 4, \$12.87/Hour.

Clifton, Debra - September 7, 2010, Library Specialist, Career, Grade 4, \$14.16/hour.

Part-Time

Blanco, Jesus - July 19, 2010, Part-time Lab Assist. Chem.–Bio., \$13.90/hour.

Brynes, Adam - August 13, 2010, Part-time Boat Captain, \$25.00/hour.

Hacker, Edwin - June 21, 2010, Part-time Lab Assist. Ceramics, \$13.90/hour.

Hally, Alessandra - June 28, 2010, Part-time Swim. Skills Coord. \$11.91/hour.

Pierce, Miranda - August 2, 2010, Part-time Assist. To the Dean, Student Affairs, \$16.23/hour.

Simons, Megan - June 28, 2010, Part-time CROP Assist. \$10.00/hour.

Toranzo, Alec - June 28, 2010, Part-time CROP Assist. \$10.00/hour.

Wells, Shannon - July 1, 2010, Part-time Tutor, \$15.00/hour.

Promotions/reclassifications/Adjustments

Preston, Joanne - July 1, 2010, Adjustment: from a 12 month contract to a 6 month contract, \$70,000 annualized.

Additional Employment

Brenner, Tracy - June 7, 2010, Professional Duty (writing an ocean Operator's Manual), \$17.50/hour, \$840 total.

Wise, Penni - July 1, 2010, Professional Duty (overload for work on the Faculty Manual), \$33.67/hour, \$404.04 total.

Terminations

Bellido De Luna, Alexandra - Library Specialist, August 13, 2010, Resignation

ADJUNCT / PART TIME INSTRUCTORS

As per separate attachment (Suppl. Min. Book)

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

ADMINISTRATIVE AND BUSINESS SERVICES

A. Moved O'Bannon, seconded Bassett to approve the Financials for June and July 2010, as per separate attachment (Suppl. Min. Book)

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

Dr. Kehoe discussed the possibility of State budget cuts and the proposed budget cut scenarios that the College may recommend.

B. Moved O'Bannon, seconded Bassett to ratify the Annual Financial Report, as per separate attachment (Suppl. Min. Book)

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

STUDENT FOCUS**FACULTY PRESENTATION****FACULTY REPORT****BOARD MTG. SCHEDULE****SACS REPORT****MOU/FKCC FOUNDATION/FKCC****FKCC FOUNDATION DSO CERTIFICATION****PERSONNEL ACTIONS****FINANCIALS JUNE AND JULY 2010****RATIFICATION OF ANNUAL FINANCIAL REPORT**

**ISLAND CHRISTIAN
SCHOOL
ARTICULATION
AGREEMENT/ IAA
WITH MCSD**

INSTRUCTIONAL SERVICES

A. Moved O'Bannon, seconded Martin to approve the Island Christian School Articulation Agreement and the Amended IAA Agreement with the MCSD, in Bulk, as per separate attachment (Suppl. Min. Book)

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

STUDENT SERVICES

Dean Heck presented the Enrollment Report. The enrollment for the Fall Term is at 420.4 FTE, this time last year we were at 437.1 FTE. Late starting classes and the Mini Mester should influence the fall semester FTE in a positive direction.

GOOD OF THE ORDER

The next meeting will be held in Marathon, on October 25, 2010, at 2:00 p.m.
Meeting Adjourned.

Larry W. Tyree
President

Spencer Slate
Chairman