

REGULAR MEETING**September 26, 2011****Key West Campus****2:00 P.M**

- PRESENT:** Trustees: Slate, O'Bannon, Martin, Bassett, Scales; Attorney Dorl, VP Mauk, Dean MacWilliams, Provost Snyder
Staff: A. Ernst-Leonard, Skinner, Fletcher, McGinnis, Mera, Leonard
GUEST: Roger McVeigh, Bob Tischenkel
- APPROVAL OF THE AGENDA**
APPROVAL OF THE MINUTES
 There were no changes or additions to the agenda.
 Moved O'Bannon, seconded Scales to approve the minutes of July 25, 2011.
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon
- CON-ED FEES**
CONSENT AGENDA
 Moved Scales, seconded Bassett to approve the Con-Ed Fees, as per separate attachment (Suppl. Min. Book)
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon
- DISPOSITION OF PROPERTY**
 Moved Bassett, seconded Scales to approve the Disposition of Property, as per separate attachment (Suppl. Min. Book)
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon
- LIBRARY FEES**
 Moved Bassett, seconded Scales to approve the Library Fees, as per separate attachment (Suppl. Min. Book).
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon
- DISTRICT BOARD OF TRUSTEES**
PRESIDENT
- PRESIDENT'S REPORT**
A. President's Report
 - We kicked off the new academic year with new faculty members with sterling qualifications.
 -Lagoon Landing Move-in Day was a wonderful experience, with 82 students in residence.
 -A thank you goes to Dr. Antoinette Martin for her help on Move-in Day.
 -There are already 7 applications for Lagoon Landing in the Spring Term.
 -There was discussion about using Lagoon Landing for summer internships, Trustee O'Bannon will be discussing these options at the next DSO meeting.
 -The Collegiate High School has 45 students in attendance. President Tyree has met with the Chair of the Board and one of the Board members. One of the Board members has started a scholarship for CHS students at Dr. Tyree's suggestion and has given a \$5,000.00, donation.
 -SACS is nearing completion.
 -A QEP presentation will be scheduled for next month's Board meeting.
 -Dr. Arnold Oliver, Chair of SACS on-site committee came down for a preliminary visit. Dr. Oliver was very helpful.
- FACULTY COUNCIL REPORT**
B. Focus on Students - None
C. Faculty Council Report – a written report was submitted in the Board materials.
D. Faculty Presentation – Georgiana Skinner gave the Board a presentation on Distance Learning.
- FACULTY PRESENTATION**
D. Moved Scales, seconded O'Bannon to approve the Re-Certification of the FKCC Foundation as a DSO and Audit, as per separate attachment (Suppl. Min. Book)
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon
- FKCC FOUNDATION RE-CERTIFICATION AS A DSO.**
E. Presidential Search - The Board reviewed the draft materials for the Presidential Search. The Board scheduled a workshop of Monday, October 24, 2011, at 11:00 a.m.
- PRESIDENTIAL SEARCH**
ATTORNEY
- BR 6.200 PROGRAMS**
A. Board Rule Changes
 1. Moved Bassett, seconded Martin to approve BR 6.200 – Programs, with changes under ATV, as per separate attachment (Suppl. Min. Book)
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon
- BR 1.410 FORMULATION OF RULES AND ADM. PROCEDURES**
 2. Moved Scales, seconded Bassett to approve BR 1.410 Formulation of Rules and Adm. Procedures, as per separate attachment (Suppl. Min. Book)
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon
- BR 5.510 GRIEVANCE RESOLUTION**
 3. Moved Scales, seconded Bassett to approve BR 5.510 – Grievance Resolution with changes to 3rd. paragraph, 1st. sentence after the word "and" add "said employee", end that sentence with the word "non-renewal" and remove the word "otherwise" Begin new sentence with "This" . Change 4th. paragraph, 3rd. sentence change the word "investigation" to "investigative" and end that sentence with spelling correction of "thereto", as per separate attachment (Suppl. Min. Book).
VOTING YES: Slate, Scales, Bassett, Martin, O'Bannon

Attorney Dori reported on the Storm Water Issue with the City, the briefs are done and oral arguments will probably be in January or February.

HUMAN RESOURCES

NEW EMPLOYEES

Duley, Joseph - August 25, 2011, Interim Faculty, Marine Engineering and Technology, 10-month, Level V, \$48,963, annualized.

Foresman, Tim - August 22, 2011, Technical Director, SRI Grant funded, Administrative, Level F, \$63,908, annualized.

Foy, Shekinah - August 8, 2011, Student Affairs Generalist, Career, Grade 3, \$12.12/hr.

Irwin, William - August 17, 2011, Faculty, Biology, Level I, \$67,527, annualized.

Lumm, Holly - August 1, 2011, Staff Assistant, MKC, Career, Grade 3, \$13.10/hr.

Maguire, Daniel - August 17, 2011, Faculty, Speech, Level II, \$63,817, annualized.

McGinnis, Charles - August 8, 2011, Director, Human Resources, Administrative, Level, H, \$72,976, annualized.

Parmentier, Hilary - August 17, 2011, Interim Faculty, English, 10-month, Level III, \$59,211, annualized.

Peterson, Kathleen - August 16, 2011, Accounts Payable Specialist, Career, Grade 5

PART-TIME

Delucia, Cheryl - August 22, 2011, Lab Assistant, Nursing UKC, \$13.90/hour

Ferch, Molly - Sept. 10, 2011, Life Guard, \$11.50/hour

Gardner, Ceasha - August 22, 2011, Lab Assistant, Nursing, \$13.90/hour

Hernandez, Yomar - August 22, 2011, Tutor, Student Activities, \$15.00/hour

Kemble, Darrel - August 22, 2011, Dive Tech. Advisor, \$17.50/hour

Mescher, Michaela - July 1, 2011, Life Guard, \$11.91/hour

Murphy, Anne - August 8, 2011, Swimming Skills Coordinator, \$11.91/hour

Schaeffer, Suzanne - August 26, 2011, Lab Assistant, Marine Engineering, \$13.90/hour

Siegrist, Noa - August 22, 2011, Lab Assistant, Photography, \$113.90/hour

Valdespino, Felix - August 22, 2011, Tutor, Student Activities, \$15.00/hour

Wells, Shannon - August 22, 2011, Lab Assistant, Ceramics, \$13.90/hour

ADDITIONAL EMPLOYMENT

Barkan, Robert - August 22, 2011, Dive Tech Advisor, \$17.50/hour

Cutty, James - August 30, 2011, Pianist for Keys Chorale, \$25/hour

Manzer, Jillian - August 1, 2011, PT Consultant for accreditation, \$26.58/hour

Bailey, Erick - Sept. 19, 2011, PT Tech Assistant, \$15.02/hour

PROMOTIONS/RECLASSIFICATIONS/ADJUSTMENTS

Brenner, Tracy - August 24, 2011, Travel Reimbursement, \$200, for duty post in MKC to teach a course on Key West Campus.

Franco, Alliya - August 1, 2011, From Accounts Payable Specialist, Career Grade 5, \$14.46/hour to Accounts Receivable Specialist, Career, Grade 5, \$14.46/hour.

Homminga, Dana - August 18, 2011, From Maintenance Worker, Career, Grade 2, \$12.13 to Maintenance Specialist, Resident Hall, Career, Grade 4, \$14.15

Ruberg, Erin - August 17, 2011, From Assistant to the Dean, Marine Sciences and Technology, Career, Grade 7, \$17.36/hour, to Coordinator, Marine Sciences and Technology, Professional, Level A, \$36,142.70, annualized.

TERMINATIONS

Ball, Vickie - Accounts Receivable Specialist, August 11, 2011, Dismissal

ADJUNCT / PART TIME INSTRUCTORS

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 Scales, seconded O'Bannon to approve the Financials for July, August and September 2011, as per separate attachment (Suppl. Min. Book)

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

C. Moved O'Bannon, seconded Martin to approve the Annual Financial Report, as per separate attachment (To Be Filed in the Bus. Office)

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

D. Moved O'Bannon, seconded Bassett to approve the Capital Budget 2011-12, as per separate attachment (To Be Filed in the Bus. Office)

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

Trustee Scales left the room did not vote

E. Moved O'Bannon, seconded Martin to approve the MOU between FKCC and the Florida Keys College Campus Foundation, as per separate attachment (Suppl. Min. Book)

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

ATTORNEY REPORT

PERSONNEL ACTIONS

FINANCIALS FOR JULY, AUGUST, SEPT. 2011

AFR

CAPITAL BUDGET 2011-12

MOU FKCC/FLORIDA KEYS COLLEGE CAMPUS FOUNDATION

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 Island Christian School and FKCC, as per separate attachment (Suppl. Min. Book)

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

C. Moved O'Bannon, seconded Bassett to approve the 2011-12 Addendum to the College Catalog, as per separate attachment (Suppl. Min. Book)

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

D. Provost Snyder reviewed with the Board the Faculty Qualification Guidelines.

STUDENT SERVICES

A. Dean MacWilliams reported on the Student Services Division, as per written report.

GOOD OF THE ORDER

The next meeting will be in Key West on October 24, 2011.

The meeting adjourned.

**IAA AGREEMENT
ISLAND CHRISTIAN
SCHOOL**

**ADDENDUM TO
COLLEGE CATALOG
2011-12**

Larry W. Tyree
President

Spencer Slate
Chairman