

ORGANIZATIONAL MEETING

July 27, 2010

Key West Campus

1:00 P.M

PRESENT: Trustees: Scales, Martin, O'Bannon; Attorney DeVane, President Tyree; Provost Charles, Dean Heck; Staff: Estenoz, Tinker, A. Ernst-Leonard, Mera, Monroe, Rice, Love, Preston, Hullum, Pichardo, Wise, Horvoka, Hill, Cherry, Silcox, Allish

Guests: John Guerra, Sean Kinney, Joe Zeitoum, Andrew Van Chou, Edward Hoover

EXCUSED: Chair Slate, Vice-Chair Bassett

Moved O'Bannon, seconded Martin to appoint Trustee Scales as Acting Chair, as the Chair and Vice-Chair were not in attendance.

APPROVAL OF ACTING CHAIR

VOTING YES: Martin, Scales, O'Bannon

The Meeting was called to order by Acting Chairman Scales

Moved O'Bannon, seconded Martin to approve the agenda with 3 changes, the removal of BR 6.520 Copyrights and Intellectual Property, under VIII, Attorney,(A) and add a new (C) City of Key West, Storm Water under XIII, Attorney, and change X, (B). from Capital Improvement Budget, to Capital Improvement Plan.

APPROVAL OF THE AGENDA

VOTING YES: Martin, Scales, O'Bannon

Moved Martin, seconded O'Bannon to approve the minutes of June 22, 2010, as presented.

APPROVAL OF THE MINUTES

VOTING YES: Martin, Scales, O'Bannon

ELECTION OF OFFICERS

-Chairman Scales called for nominations for Chair. Trustee O'Bannon nominated Spencer Slate, seconded Martin, Trustee Scales move to approve by acclamation.

-Trustee Martin moved to nominate Kim Bassett for Vice-Chair, Trustee O'Bannon seconded Kim Bassett as Vice Chair. Kim Bassett's nomination for Vice-Chair was approved by acclamation.

ELECTION OF OFFICERS

MEETING TIME AND PLACE

Moved O'Bannon, seconded Martin to approve the Meeting Time and Place on the 4th. Tuesday of the Month at 1:00 p.m., as a place holder and will revisit at the next Board Meeting.

MEETING TIME AND PLACE

VOTING YES: Scales, Martin, O'Bannon

CONSENT AGENDA

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

CONSENT AGENDA

VOTING YES: Scales, Martin, O'Bannon

DISTRICT BOARD OF TRUSTEES

PRESIDENT

A. President Tyree recognized Andrew Van Chou, BP's Public Information and Community Liaison representative for the Keys, who presented the College with a plaque for the role the College took in the training of interested community members, on the contingency plan for Oil Spill in the Gulf.

PRESIDENT'S REPORT

-President Tyree reported on the Hemingway Scholarship presentation at Sloppy Joes. In the last 5 years they have given the College \$75,000 for scholarships.

-President Tyree also reported that this year is the College's 45th. Anniversary and there will be a series of events throughout the year celebrating that. One event will take place on October 2nd., which will primarily be a way of saying thank you to the people of Monroe County and include a Ground Breaking Ceremony for the new Marine Propulsion Bldg.

-Fall classes Begin August 23rd, enrollment is 12% up compared to this time last year.

-President Tyree updated the Board on all the new faculty positions that have been filled.

-Dr. Susan Freeman, the new Center Director will begin on August 2, 2010.

B. No Report from Faculty Council.

C. President Tyree updated the Board on our SACS Accreditation. Dr. Barbara Jones, the College's SACS Consultant has been on campus evaluating our report so far we are in good shape.

SACS REPORT

D. Faculty Presentation – Frank Wood, the new Business Department Chair reported on changes in the Business curriculum, the termination of the Small Business Management program, and a new 12 hour entrepreneur certificate which may be offered soon.

FACULTY PRESENTATION

A. ATTORNEY

Moved O'Bannon, seconded Martin to approve BR 3.320, Use of College Facilities, as per separate attachment, (Suppl. Min. Book)

BOARD RULE CHANGES

VOTING YES: Scales, Martin, O'Bannon

Moved Martin, seconded O'Bannon to approve BR 1.160, Authority to Apply for Financial Assistance, as per separate attachment (Suppl. Min. Book).

VOTING YES: Scales, Martin, O'Bannon

**BOARD RULE
CHANGES CONT'D**

Moved O'Bannon, seconded Martin to approve BR 4.21, Solicitation on Campus, with changes to seconded paragraph, first sentence, insert *FKCC College Campus Foundation, Inc.* after FKCC Student Clubs, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved Martin, seconded O'Bannon to approve BR 1.215, Dismissal of Board Members, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved O'Bannon, seconded Martin to approve BR 3.100, Accidents to College Vehicles, Buildings, or Property, with changes to the Title, change to *Accidents Affecting College Vehicles, Buildings, or Property*, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved O'Bannon, seconded Martin to approve BR 3.310, Use of College Computers, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved Martin, seconded O'Bannon to approve BR 3.210, Keys, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved O'Bannon, seconded Martin to approve BR 6.200, Programs, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved Martin, seconded O'Bannon to approve BR 6.202 Curricula and Academic Standards, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved O'Bannon, seconded Martin to approve BR 3.150, Control of Facilities, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved Martin, seconded O'Bannon to approve BR 6.410, Instructional Work Period, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

B. Moved O'Bannon, seconded Martin to approve the Proposed Trust Indenture Agreement Documents for Campus Housing, as per separate attachment (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

Moved O'Bannon, seconded Martin to approve the Proposed Interlocal Agreement Documents for Campus Housing with changes to pg. 5, 3rd. paragraph, 5th and 7th line, after the words *restricted funds* add *or non restrictive funds*, pg. 5, 3rd paragraph, 5th line, remove *owned by* and replace with *of*, pg. 6, Article V, section 4.1, 2nd line, remove *agree with the holder of the Bonds* and replace with *intend*, and pg. 7, section 5.3, 4th line, end of sentence, after the word *College*, add *or its designee*, as per separate attachment (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

C. Attorney DeVane updated the Board on the Storm Water issue with the City of Key West. Acting Chair Scales recused himself from the discussion. Attorney DeVane is handing the case over to Attorney Barton Smith, who has been dealing with the Storm water issue with other clients.

**PROPOSED TRUST
INDENTURE AND
INTERLOCAL
AGREEMENT
DOCUMENTS FOR
CAMPUS HOUSING**

HUMAN RESOURCES

A. Moved Martin, seconded O'Bannon to approve personnel actions as follows (William Chalfant's Level and Salary changes are reflected below):

NEW EMPLOYEES

Pollack, Denise - July 6, 2010, Records Specialist, Career, Grade 4, \$13.77/hour.

Taylor, Trevis - July 7, 2010, Maintenance Worker, Career, Grade 2, \$12.13/hour

Freeman, Susan - August 2, 2010, Centers Director, Administrative, Level G, \$71,624 annualized.

Ellis, Dawn - August 16, 2010, 10-month Faculty, Computer Science, Level II, \$62,076 annualized.

PART-TIME

Garcia, Amber - July 7, 2010, Part-time Student Support Spec., \$12.02/hour

Cherry, Carly - June 18, 2010, Part-time CROP Assistant, \$10/hour

PROMOTIONS/RECLASSIFICATION/ADJUSTMENTS

Hitz, Sherri - July 1, 2010, Removal of interim status, 10-month Faculty, Biology, Level II, \$60,916 annualized.

Bullis, Robert - July 1, 2010, Removal of interim status, 10-month Faculty, Biology, Level I, \$70,326 annualized.

Chalfant, William - July 1, 2010, Removal of interim status, Director, Dive Program, Professional, Level E, \$51,839 annualized.

Kromer, Sally - July 5, 2010, Filling duties for Assistant Director, Financial Aid temporarily while current Assist. Director is out on leave. \$16.85/hour

ADDITIONAL EMPLOYMENT:

Brenner, Tracy - May 10, 2010, Part-time, Temporary Tutor, \$15.00/hour

Capozzi, Meghan - June 21, 2010, Part-time, Lab Assist. Photography, \$13.90/hour

Laino, Jessica - June 19, 2010, Part-time, Lifeguard, \$10.82/hour

Philips-Ford, Greta - June 21, 2010, Part-time, Swimming Skills Coordinator, \$11.91/hour

ADJUNCT / PART TIME INSTRUCTORS

As per separate attachment (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

B. Moved Martin, seconded O'Bannon to approve the Senior Management Designation, as per separate attachment (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

ADMINISTRATIVE AND BUSINESS SERVICES

A. Moved O'Bannon, seconded Martin to approve the Financials for May 2010, as per separate attachment (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

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

VOTING YES: Scales, Martin, O'Bannon

INSTRUCTIONAL SERVICES

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

VOTING YES: Scales, Martin, O'Bannon

B. Moved O'Bannon, seconded Martin to approve the Termination of the Small Business Management Certificate, as per separate attachment (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

C. Moved Martin, seconded O'Bannon to approve the 2010-2011 Course Catalog with grammatical changes where necessary, as per separate attachment (Suppl. Min. Book)

VOTING YES: Scales, Martin, O'Bannon

STUDENT SERVICES

A. Dean Heck updated the Board on enrollment, we were at 140.3 FTE last year at this time and we are at 193.1 FTE this year same time frame.

GOOD OF THE ORDER

The Board decided to hold an August meeting, the next meeting will be August 23, 2010, at 1:00 p.m. on the Key West Campus.

Meeting Adjourned.

PERSONNEL ACTIONS

SENIOR MANAGEMENT DESIGNATION

FINANCIALS MAY 2010

CAPITAL IMPROVEMENT PLAN

MCSD/FKCC IAA AGREEMENT

TERMINATION OF SM. BUS. MGT. CERTIFICATE

2010-11 COURSE CATALOG

Larry W. Tyree
President

Spencer Slate
Chairman