PRESENT:  Trustees: Goodman, Henderson, Scales, Bassett, Slate; Attorney Dorl, President Boyle; Staff: Estenoz, McPherson, Snyder, Dinkel, Tomak, Paul Wise, Miller-Laino, N. Bunch, J. Carreaga, McKiernan, Ernst-Leonard, MacWilliams, G. Martin, Gilchrist, Seaward, Elfstrom

Guests: Anne O’Bannon, J. Guerra, S. Kinny, S. Toppino, B. Sprague

The Meeting was called to order by Chairman Scales

APPROVAL OF THE AGENDA
Moved Slate, seconded Henderson to approve the Agenda, with two changes Move College Name Change from Item 9-B to 12-C, add Naming Facilities 12-D.
VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

APPROVAL OF THE MINUTES
Moved Bassett, seconded Slate to approve the minutes of May 27, 2008, as amended add the word “report” under “President section” #B, third line from bottom after the word faculty.
VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

ELECTION OF CHAIR
Chairman Scales relinquished the chair and turned the meeting over to President Boyle, who called for nominations for Chair. Trustee Slate nominated Chairman Scales for Chair. Moved Goodman, Seconded Bassett to close the nominations for Chair. Ed Scales was elected as Chair.

Dr. Boyle asked for nominations for Vice Chair. Trustee Goodman nominated Ann Henderson. Moved Scales, seconded Bassett to close the nominations for Vice Chair. Ann Henderson was elected as Vice-Chair.

ELECTION OF VICE-CHAIR

MEETING TIME AND PLACE
-Moved Goodman, seconded Henderson to continue the monthly meetings on the 4th Monday of the month, at 5 P.M, in Key West, and to have one meeting a year at each of the Campus Centers. The first out of key West meeting will be in Coral Shores.
VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

CONSENT AGENDA
Moved Bassett, seconded Slate to approve the Consent Agenda in Bulk, as per separate attachment (Suppl. Min. Book). Chairman Scales congratulated staff, faculty and the administration for the 10 ½ % increase in tuition revenue. Trustee Henderson asked that the 4% be highlighted and summarized at next months meeting.
VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

PRESIDENT’S HIGHLIGHTS
Dr. Boyle updated the Board on the Banner Enrollment Management Software. Training is going on now and will be fully implemented by March 2009. Our enrollment is up and has earned us a spot in the top 25% of Community Colleges with the greatest recorded growth. Retention of degree seeking students is up 8%. Dr. Boyle introduced new faculty, Dr. Patrick Rice and Brittany Snyder. Dual enrollment offerings are up by 25% and a new program this fall is an AS in Early Childhood Training.

DISTRICT BOARD OF TRUSTEES

FACULTY REPORT
A. EJ Miller-Laino, President of Faculty Council updated the Board on the Provost Search, there will be three candidates coming down for interviews in the next two weeks.
B. Debbie Mason, the consultant for the College and the Foundation reported to the Board on what she has been working on and what the Foundation Board has done. The Foundation looked at where they were in terms of giving, needs, and opportunities; met with faculty and staff on their needs and looked at relationships already in place. Staffing needs were looked at; a grant writer was hired and there is a committee looking for a VP of Advancement. Also looked at were State and Federal grant opportunities and forming a Palm Society to bring in annual donations. Funding is needed to provide housing for the College President and the President’s Inauguration. Trustee Henderson reported on the expansion of the Foundation Board. Trustee Bassett would like a list of the Foundation Board Members.

ATTORNEY
-Attorney Dorl advised the Board that the Contract for the Architect for the Marine Tech Bldg. is a good contract.
-The Tim Jones DOA hearing will be within 90-120 days.
-Attorney Dorl reported to the Board that Attorney DeVane will bring a letter to the Board in Sept. on the Storm Water issue.
PERSONNEL

Debbie Hopkins - July 31, 2008, Coordinator, LRC, Retirement
Lynn Burris - October 3, 2008, Director, Financial Aid, Retirement

ADJUNCT / PART TIME INSTRUCTORS

VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

RFP FOR DORM HOUSING

A. Moved Goodman, seconded Bassett to table RFP for Dorm Housing and bring back October or until the new DSO is established and to instruct staff to bring a charter for a proposed DSO for Housing to the meeting in September

VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

CAPITAL IMPROVEMENT

B. Moved Goodman, seconded Henderson to approve the Capital Improvement Program, as per separate attachment, (Suppl. Min. Book)

VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

MARNINE TECH BLDG. ARCHITECT

C. Dr. Kehoe updated the Board on the contract for the Marine Tech Bldg. Architect, there were some revisions made and Dr. Boyle has signed the contract.

NAMING BLDG.

D. Trustee Henderson would like the Board to consider naming a room or a building after Senator Gerald Saunders, the Legislator who introduced the Bill for the inception of the Florida Keys Community College. Staff will come back with information on policy and history of naming buildings.

INSTUCTIONAL AFFAIRS

A. Moved Bassett, seconded Slate to approve the Inter-Institutional Agreement with MCSD/FKCC

VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

B. Michael McPherson updated the Board on the Baccalaureate Proposal which will go the State for approval next week.

C. Moved Goodman, seconded Slate to approve dropping “Community” from the College name. There will be focus groups set up before a decision of the new name comes back to the Board. Chairman Scales would like the Faculty Council to meet and come back to the Board on the name change.

VOTING YES: Henderson, Goodman, Bassett, Slate, Scales

GOOD OF THE ORDER

The next meeting will be held, Oct. 22, 2008.

Dr. Jill Landesberg-Boyle
Executive Secretary/President

Edwin Scales, Chairman
HUMAN RESOURCES

A. Moved Slate, seconded Bassett to approve the personnel actions as follows:

NEW EMPLOYEES

Full-time

Joel Stahley - July 3, 2008, Maintenance Worker, Career, Grade 2 - $11.21 hourly.
Vicki Ball - August 1, 2008, Accounts Receivable Specialist, Career, Grade 5 - $13.59 hourly.
Alexander Genao - August 13, 2008, Maintenance Worker, Career, Grade 2 - $10.78 hourly.
Dr. Patrick Rice - August 18, 2008, Director, Marine Sciences, Administrative, Level F, $65,000 annually.

Meghan Welch - August 20, 2008, Human Resources Specialist, Career, Grade 7 - $14.45 hourly.
Jillian Manzer - August 27, 2008, Assistant to the Provost, Career, Grade 7 - $15.03 hourly.

Part-time

Patricia Hirsch - April 4, 2008, Temporary, Student Activities Tutor, $15 hourly, $45 total.
Lena Wray - June 12, 2008, Temporary, Lifeguard, $10.82 hourly, $3,108 total.
Patricia Tennison - July 8, 2008, Temporary, Student Model for FKCC photo shoot, $12.50 hourly, $750 total

STATUS CHANGES – Full-time

Brittany Snyder - August 19, 2008, Internal Movement from Administrative, Level G (Controller) to Interim 10-month Faculty, Business Administration, Masters Level, $59,235 annually.
Michael Tomak - July 14, 2008, Internal Movement from Administrative, Level G (Director, Health Professions) to Executive, Level I (Interim Provost), $90,630 annually.
Jesse Perloff - August 19, 2008, Internal Movement from Professional, Level C (Assistant Controller) to Administrative, Level G (Interim Controller), $58,000 annually.
Nadia Klausing-Hall - August 19, 2008, Internal Movement from Career, Grade 7, (Payroll Specialist) to Professional, Level C (Interim Assistant Controller), $43,000 annually.
Cathy Torres - July 1, 2008, Internal Movement from Professional, Level B, (Academic Advisor/Testing Coordinator) to Administrative Level F, (Director, Workforce Development & Community Outreach), $56,959 annually.
William Chalfant - July 1, 2008, Internal Movement from Professional, Level B (Manager, Dive Facilities) to Professional, Level D (Interim Director, Dive Program), $45,347 annually.

Michael McPherson - July 1, 2008, Internal Movement from Administrative, Level E, (Director, Continuing Education) to Professional, Level E, (Program Development Specialist), $63,138 annually.

Dr. Charles Shaffer - August 4, 2008, Internal Movement from Executive, Level I (Provost) to 10-month Faculty, Biology, Doctorate Level, $62,679 annually.
Nancy Smith - August 4, 2008, Internal Movement from Career, Grade 3, (Staff Assistant, Middle Keys Center) to Professional, Level B (Interim Academic Advisor for the UKC and MKC), $36,103 annually.
Karla Malsheimer - July 1, 2008, Internal Movement from Career, Grade 7, (Administrative Assistant, Instructional and Faculty) to Career, Grade 7, (Assistant to the Director, Student Services), $16.48 hourly.
Laura Estevez - July 1, 2008, Internal Movement from Career, Grade 7, (Coordinator, Student Activities) to Professional, Level B (Interim Academic Advisor/Student Activities), $36,103 annually.

Michelle Cherry - July 1, 2008, Internal Movement from Administrative Faculty, Level III (Director, Advising Services) to Administrative, Level F, (Interim Director, Student Services), $36,959 annually.
Amber Ernst-Leonard - July 21, 2008, Internal Movement from Career, Grade 7 (Assistant to the Director, Institutional Research and Effectiveness) to Professional, Level B (Assistant Director, Public Relations and Communications), $36,103 annually.

STATUS CHANGES – Part-time

Stephanie Ford - July 22, 2008, Movement from Temporary Lifeguard to Temporary Swimming Skills Coordinator, $11.68 hourly.

ADDITIONAL EMPLOYMENT

Dennis Howley - June 13, 2008, Diving Technical Advisor, $35 hourly, $105 total.

TERMINATIONS

Laurel Webb - June 30, 2008, Staff Assistant, Nursing, End of Grant
Tammy Batschelet - July 25, 2008, HR Specialist, Resignation