

MINUTES

REGULAR MEETING DISTRICT BOARD OF TRUSTEES GULF COAST COMMUNITY COLLEGE

March 10, 2005

10 a.m.
Third Floor Seminar Room
Student Union West

Members Present William C. Cramer, Jr., (presiding), Denise D. Butler, Karen L. Durden, Linda S. Grantham, Dr. Stephen C. Myers, Renee C. Shoaf, William C. Sumner, Dr. Robert L. McSpadden, and Julian Bennett

- 1. Call to Order**
 - 1.1 Chair Cramer called the meeting to order at 10 a.m.
- Invocation**
 - 1.2 Dr. McSpadden gave the invocation.
- Pledge of Allegiance**
 - 1.3 Ms. Shoaf led those present in the pledge of allegiance to the American flag.
- Welcome to Guests**
 - 1.4 Chair Cramer welcomed the board's guests, recognizing in particular Ms. Karen Parham, chair of the Coordinating Council; Ms. Angelia Reynolds, chair of the Faculty Council; Ms. Dottie Terryn, chair of the Career Council; and Mr. Jab Nyrabeah, secretary of the Student Activities Board. Dr. McSpadden introduced Mr. Chris Thomes, coordinator of community relations, and Chair Cramer welcomed Mr. Thomes on behalf of the board.
- Hearing of Citizens**
 - 1.5 No citizen answered the call to appear before the board.
- Approval of Minutes**
 - 1.6 Ms. Shoaf moved and Dr. Myers seconded approval of the minutes of the board's meeting of February 10, 2005, as distributed. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.
- Gulf Coast Story**
 - 1.7 Dr. McSpadden introduced Dr. Jeff Stevenson, dean of workforce education, who introduced and called on Mr. Gary Ross, chair of the Board of Directors of the Gulf Coast Workforce Board. Mr. Ross acknowledged the close working relationship between his board and the college and presented a report on a labor market assessment of the Gulf Coast Region, which represented an \$80,000 investment for his board and had been conducted by the Wadley-Donovan Group. He noted that the assessment was only the beginning point for similar analysis to

occur every three to four years for the purpose of identifying better ways of working in partnership with community agencies such as the college. Dr. Stevenson then highlighted findings from the assessment, which included a focus on household incomes, employment conditions, area growth, labor availability and demand, labor quality, labor costs, and quality of life for the region. He concluded by presenting recommendations to address challenges reflected by the assessment. Trustees engaged in discussion of implications for the college, which included the need for college involvement in recruitment of businesses and industries; impact of military installations on housing; need for strong college and employer connections; need for enhanced collaboration between the college and public school system in addressing common concerns; need for re-branding of vocational education; and need to consider the integral relationship of Gulf and Franklin County residents to Bay County in regional planning issues.

**SAB
Report**

1.8 Mr. Jab Nyrabeah, secretary of the Student Activities Board, highlighted recent and upcoming events, which included college and community activities. He invited trustees and others to the SAB's Spring Luau to be held April 22 and reported that student fund-raising projects had netted \$30,000 for tsunami relief.

**Public
Issues
Forums
Report**

1.9 Dr. McSpadden called on Dr. Virginia York, professor of economics and history, for a report on the college's involvement in public forums that had been given attention recently in national publications. Dr. York referred the trustees to the Kettering Foundation's "Connections" publication and to a National Issues Forums brochure related to the 2005 Florida Community Leadership Workshop to be held April 14-16 at GCCC. She provided a summary of the college's early involvement in forums that connected citizens and elected officials, noting that several former GCCC trustees continue to play significant roles in ongoing Public Policy Institute opportunities. Dr. York shared examples of positive outcomes of the forums, which have affected not only the way state legislators interact with their constituents but also the way members of the U.S. Congress routinely determine the priority issues and opinions of their constituents in Florida.

**2. Attorney's
Report**

2.1 Attorney Julian Bennett had no report.

**Next
Meeting**

2.2 The next meeting of the District Board of Trustees was set for Thursday, April 14, 2005, at 10 a.m. in the Third Floor Seminar Room of the Student Union West.

**FACC
Trustees
Commission**

2.3 Dr. McSpadden called attention to the February 23-24, 2005, minutes of the FACC Trustees Commission and highlighted issues discussed at the meeting. He asked Chair Cramer to provide an overview of the governance issue, which involves—as described in the referenced minutes—an ongoing lawsuit filed by friends of the Board of Governors (university system) asking the courts to clarify whether the constitutional amendment passed in 1998 and stating that the new Florida Board of Education would be responsible for all “free public education” means PreK-12 only or also includes postsecondary education. Chair Cramer led an extensive discussion of the implications of the lawsuit for community colleges.

**Governance
Issue**

On a motion by Mr. Sumner, which was seconded by Ms. Durden, the board expressed its preference that the Florida Board of Education continue to be responsible for all levels of public education and that, if the plaintiffs in the lawsuit should prevail, a State Board of Community Colleges be established to act in a coordinating role only for the state’s public community colleges. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Governance
Survey**

2.4 Reflective of the board’s action regarding education governance in Florida (see agenda item 2.3), trustees responded to survey questions, which had been prepared by the Community College Council of Presidents. Dr. McSpadden indicated he would deliver the board’s responses to the Council of Presidents at the next meeting.

**3. College
People
and
Programs**

3.1.1 Dr. McSpadden acknowledged pride in GCCC’s role as the community’s space, noting that recent meetings of the Governor’s Florida Defense Alliance Commission and the Bay Defense Alliance Group had been held on the main campus. He referred attention to several articles, letters, and notes that highlighted various achievements and involvements of college people and programs. He called particular attention to Trustee Cox’s election as Chairman for Congressional District 2 of the Republican Party of Florida. Dr. McSpadden also noted the significant loss felt by the college and the community due to the recent deaths of Mr. Les Spencer and Mr. John Holley, two extraordinary members of the Gulf Coast family.

**Community
Support**

3.1.2 Dr. McSpadden shared copies of recent A Legacy of Trust ads in *The News Herald*, which featured donors and scholarships as follows:

- The John Holley Memorial Chaine des Rotisseurs Scholarship
- Chuck Isler
- The Flowree Mayo-Linder Memorial Scholarship
- D. W. and Jani Smith

Dr. McSpadden also acknowledged gifts from the following donors:

- Emerald Coast Federal Credit Union
- Trustmark National Bank
- Gulf Coast Community College
- Dr. William H. and Ines U. Hargraves
- State Farm Companies Foundation
- Bay Bank & Trust Company
- James D. and Marsha J. Holsombake
- Freedom Florida Newspapers
- James R. and Wanda M. Patterson
- Adams Pharmacy, Inc.
- Burgess Chambers and Associates, Inc.
- Charles A. Whitehead
- William J. Rish
- Hashem Mubarak, M.D.
- M. Y. Abdul-Rahim, M.D., and Yousra Mansour
- Jimmy G. and Ella Mosconis
- FSU Connect
- Joseph F. and Saundra K. Ciccarelli
- Gulf Coast Medical Center
- D. W. and Carroll Gaddie
- Dr. James D. and Marjorie S. Campbell
- Dr. Robert J. and Susan B. Siragusa
- Fred M. Webb
- Jane C. Wolf
- Panama City Post of S.A.M.E.
- Martha Amy Fletcher
- Barry W. and Robin E. Ross
- D. M. and J. B. Grimm
- Robert S. and Cynthia V. Malone
- Malissa E. and Bradley L. Romack
- Matthew A. and Amy V. Treboni
- Fredrick and Jayne Lindholm
- Robert B. and Eileen S. Wilkes
- Norman O. and Rubye T. Griffin
- Marcia J. Mitchell
- Roger G. and Pauline R. Weger
- John L. and Suzanne A. Holley
- May Jo Sier
- Parthenon Prints, Inc.

- State, National, International Issues**
- 3.2.1** Dr. McSpadden shared a letter dated February 18, 2005, and signed by members of the Florida Congressional Delegation to Secretary of Defense Donald Rumsfeld. The letter articulated the significance of the state's military installations and commands in national defense systems. Dr. McSpadden noted that a list of bases to be affected by the Base Realignment and Closure process would be made public in May.
- State Legislative Issues**
- 3.2.2** Dr. McSpadden led a review of priority substantive issues, as identified by the FACC Trustees Commission in late February. Those issues included changes to the Capital Improvement Fee; changes related to Optional Retirement Plans; changes to Baccalaureate Degree Authority; and Florida's Dream Act.
- Governor's Initiative on Class Size Restrictions**
- 3.2.3** For information only, Dr. McSpadden shared a draft resolution that provided an opportunity for the board to express support for the Governor's initiative related to class size restrictions. Following discussion, Dr. McSpadden invited interested trustees to share their opinions with him after the meeting.
- 4. Policy Revision**
- 4.1.1** Dr. Linda Adair, executive vice president and chief instructional officer, explained that the proposed revision of Policy 6.041, Continuing Contract, would bring the policy in line with state rules. She noted that although the revised policy would give the college greater flexibility in granting continuing contract status, she did not anticipate a change in procedures. Dr. Myers moved and Ms. Durden seconded final approval of the policy revision as presented. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.
- GAET Training Contract**
- 4.1.2** Trustees were asked to approve a contract with Gainesville Academy of Electrical Technology, Inc., which would promote the advancement of a registered electrical apprenticeship program in the service district. Dr. McSpadden explained the contract provisions and indicated that the program would operate under the auspices of the Technology Division. Ms. Grantham moved and Mr. Sumner seconded approval of the contract. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.
- Health Sciences Contract**
- 4.1.3** Trustees were asked to approve a contract with the St. Andrew Community Medical Center, which would permit GCCC dental students to acquire clinical experience through this new agency. Ms. Butler moved and Mr. Sumner seconded approval of the contract as presented. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Budget
Amendment 17**

4.1.4.1 After Mr. John Mercer, dean of business affairs, led a review of Amendment 17 to the Restricted Current Fund, Ms. Shoaf moved and Ms. Durden seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Budget
Amendment 18**

4.1.4.2 Following Dean Mercer's explanation of Amendment 18 to the Agency Fund, Ms. Butler moved and Mr. Sumner seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Obsolete
and
Worthless
Property**

4.1.5 Trustees were asked to review a listing of equipment determined to be obsolete or worthless by the property custodians and to approve disposal of the items. Ms. Durden moved and Dr. Myers seconded approval, and the vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Financial
and Energy
Statement**

4.1.6 Trustees reviewed a statement of activity in the General Current Fund for the period July 1, 2004, through February 28, 2005, as well as accompanying energy consumption and purchase activity reports.

**Professional
Personnel**

4.2.1 Following review of the advancement in academic rank recommendations that appear below, Ms. Grantham moved and Mr. Sumner seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

From Associate Professor to Professor

Bledsoe, Penelope M.

Continuing Contract beginning August 2005-2006

Adams, Novanda P.	Kern, Michele S.
Hamilton, Jennifer L.	Rhines, Bradford T.
Hudson, Sharon S.	

Renewal of Annual Contract beginning August 2005-2006

Barnett, Michalle T.	Gomez, Carmen F.
Barker, Rhonda	Gonshor, Lee G.
Bedford, Terri A.	Harris, Clifford L.
Bledsoe, Penelope M.	Mitchell, Jason P.
Brennan, Patrick E.	Moore, Melissa
Brinegar, Michael G.	Redd, Billy J.
Cobb, Parmjeet	Trentanelli, Elizabeth A.
Cooper, Lara C.	Webb, Jamieson D.
Crow, Lori C.	Whittington, Charles O.
Evans, Mary R.	Woolson, Carolin
Fosbender, Lisa M.	

After review of the professional personnel recommendations presented below, Ms. Butler moved and Mr. Sumner seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

Employment

Carlson, Dolores E. --- Learning Manager, part-time, Success Center, Developmental Studies, effective February 22 - May 5, 2005, no salary

Garner, Nicole R. --- Instructor, Aquatics, Wellness and Athletics, effective February 21 - June 30, 2005, no salary

DROP Entry

Suggs, Tillie S. --- Chair, Health Sciences Division, effective February 1, 2005

DROP Exit

Eddleman, Suzanne B. --- Coordinator, Testing and Research, Student Services, effective June 30, 2005

Mass, Charles J. --- Chair, Technology Division, effective June 30, 2005

Resignation

Carpenter, Crystal R. --- School and Community Relations Specialist, Enrollment Services, effective March 4, 2005

Retirement

Mitchell, Judy M. --- Director, Financial Aid, Student Development, effective June 30, 2005

Career Service Personnel

4.2.2 After review of the career service personnel recommendations presented below, Dr. Myers moved and Ms. Shoaf seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

Employment

Mirabal-Miqueo, Diana R. --- Intake Orientation Assistant (Grade 10), Workforce Center, Workforce Development, effective March 1 - June 30, 2005, hourly rate of \$9.21, including experiential credit; funded by Workforce grant

Paris, Suzanne B. --- Records/Credentialing Assistant (Grade 10), Lifelong Learning, effective February 16, 2005, hourly rate of \$9.47, including experiential and educational credit

Reclassification

Merritt, Robin A. --- From Intake Orientation Assistant (Grade 10) to Senior Employment Representative (Grade 14), Workforce Center, Workforce Development, effective March 2 - June 30, 2005, hourly rate of \$11.26

Resignation

Cole, Joanna M. --- Senior Employment Representative (Grade 14), Workforce Center, Workforce Development, effective February 18, 2005

Retirement

McCroan, Alvin E. --- Maintenance Mechanic III (Grade 9), Facilities Management, effective June 8, 2005

**Ratification
of Contracts**

4.2.3 Ms. Grantham moved and Mr. Sumner seconded ratification of contracts signed by 32 instructors of credit courses, 52 instructors of noncredit courses, 18 consultants, and 4 special contractors. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Foundation
Report**

4.3.1 Ms. Carole Lapensohn, executive director of the GCCC Foundation, reported foundation assets at \$19.2 million. She indicated that she and Ms. Tracy Reep, accounting/finance manager for the foundation, and three foundation directors had recently attended an excellent forum sponsored by The CommonFund in Ft. Lauderdale. Acknowledging continued outstanding community support for the A Legacy of Trust campaign, Ms. Lapensohn concluded her report by announcing that the Alfred I. duPont Foundation had been nominated for the Council for Resource Development's Benefactor of the Year award.

**5. Lifelong
Learning**

5.1.1 After review of a listing of noncredit courses offered by Lifelong Learning, Ms. Grantham moved and Mr. Sumner seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**2005-2006
General
Catalog**

5.1.2 Trustees were asked to give final approval to the 2005-2006 General Catalog. Ms. Shoaf moved and Dr. Myers seconded final approval as requested. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Educational
Support**

5.2 No Educational Support items were presented.

**6. Visual and
Performing Arts
Events
Production**

6.1 Dr. McSpadden invited trustees to the following listed Visual and Performing Arts events:

- Singing Commodores Show Choir Concert, Saturday, March 12, Amelia Center Theatre
- One-Act Play Festival, Friday-Sunday, March 18-20, Amelia Center Theatre Lab
- Student Art Show Opening, Friday, April 8, Amelia Center Gallery

**State
Basketball
Tournament**

6.2 Dr. McSpadden reminded trustees and others that the Lady Commodores would be playing again in the State Basketball Tournament and the game would be broadcast by WKGC-FM at 5 p.m. on Saturday, March 12.

**Luncheon
Guests**

6.3 Dr. McSpadden reminded trustees their guests at the luncheon following the meeting would be members of the Board of Directors of the Bay County Chamber of Commerce.

7. Adjournment

The meeting was adjourned at 11:40 a.m.