

MINUTES

REGULAR MEETING DISTRICT BOARD OF TRUSTEES GULF COAST COMMUNITY COLLEGE

September 9, 2004

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

Members Present William C. Cramer, Jr. (presiding), J. Allen Cox, Karen L. Durden, Linda S. Grantham, Clinton V. Mayo, Dr. Stephen C. Myers, Renee C. Shoaf, William C. Sumner, Dr. Robert L. McSpadden, 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** Mr. Bennett 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; and Ms. Dottie Terryn, chair of the Career Council. Dr. McSpadden indicated that several special guests from the Community College of the Air Force would be arriving later and would be introduced at that time.
- Hearing of Citizens**
 - 1.5** Because this would be the last board meeting she would be attending prior to her retirement, Ms. Jewel Hamburg, coordinator of purchasing, expressed appreciation to the trustees for their support of college employees during her more than 31 years at GCCC. On behalf of the board, Chair Cramer called Ms. Hamburg an exemplary employee who always looked out for the college's best interests. He commended her for her consistent professionalism in fulfilling the significant responsibilities of her position.
- Special Presentation**
 - 1.6** Chair Cramer welcomed Colonel Eric Ash, commander of the Community College of the Air Force (CCAF), who introduced other guests representing CCAF: Dr. Daniel Hayes, dean of academic affairs; Dr. James Larkins, director of campus affiliation and accreditation; Senior Master Sergeant Vincent Wright, first sergeant; Master Sergeant Neil Keifer, division chief of campus relations; Dr. John Fergus, dean of instructional affairs at Wallace Community College and a CCAF

board member; and Ms. Katrina Barnett, secretary to the commander. Noting that members of the CCAF Board of Visitors are appointed by the U.S. Secretary of Defense, Colonel Ash indicated that Dr. McSpadden had previously served on the board and, more recently, Mr. Cramer had served both as a member and chair of the CCAF board. He reported that, with an enrollment of 380,000 students, CCAF is the world's largest community college. He described a recent merging of the CCAF with the Air University and the concurrent process resulting in reaffirmation of accreditation. In recognition of Mr. Cramer's commitment and outstanding leadership during that challenging transition, Colonel Ash presented Mr. Cramer a framed memento of his tenure as board chair. Chair Cramer thanked Colonel Ash and other staff and board members for the privilege and honor of his association with the CCAF.

**Approval
of Minutes**

1.7 Mr. Cox moved and Ms. Shoaf seconded approval of the minutes of the board's meeting of July 8, 2004, as distributed. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Gulf Coast
Story**

1.8 Dr. McSpadden introduced Terri Bedford, volleyball coach, Roonie Scovel, women's basketball coach, and Jim Hatfield, men's basketball coach, and invited them to provide an update on their teams and programs. Coach Bedford described the volleyball team, which includes five returning players and seven freshmen. She indicated that she and the other coach, Kristin Bortnick, were focusing their efforts on helping the players become mentally stronger. She identified three goals set by the team: (1) achieving specific academic standards; (2) winning the conference; and (3) being actively involved in supporting the college's internal and external communities. Coach Scovel shared some insights about how a new women's basketball team develops each year. After identifying the returning students and acknowledging their important leadership role, she talked about the potential of the new players. Coach Scovel indicated that, as always, the team would work hard and strive to be competitive. Coach Hatfield expressed appreciation for the privilege of being a part of GCCC and its highly regarded intercollegiate athletics program. He described the makeup of the men's basketball team, which includes four returning players. He identified each player, indicated that four are international students, and noted that several of the players are being heavily recruited by four-year schools. Coach Hatfield emphasized the importance of success on the court and in the classroom. He invited the trustees and others to the games and concluded by describing the work ethic of the players: "This is a team that will leave it all on the floor every night." Chair Cramer thanked each coach for the presentation and for their role in helping student athletes succeed.

- SAB Report** **1.9** Ms. Jessica Fowler, president of the Student Activities Board, was unable to attend, and no SAB report was presented.
- 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, October 14, at 10 a.m. in the Third Floor Seminar Room of the Student Union West.
- GCAA Appointment** **2.3** Consistent with State Board of Education Administrative Rules, Chair Cramer appointed Trustee Mayo to serve as the board's representative on the Gulf Coast Athletic Association's Board of Directors. Mr. Mayo will replace Mr. Leon Bloodworth, whose term on the GCCC board ended in July 2004.
- 3. College People And Programs** **3.1.1** Dr. McSpadden shared numerous articles, letters, and other items focusing on involvements and achievements of college people and programs. He began by acknowledging the leadership of Dean Pam Whitelock in providing an exquisite reception following the commissioning of the U.S. Momsen on August 28. He noted that his nephew, Lt. Col. Richard G. McSpadden, USAF Ret., had been selected by FACC's Institutional Advancement Commission to receive the 2004 LeRoy Collins Distinguished Alumni Award for Region I. Other highlights of Dr. McSpadden's report included former students, the honors piano camp, an FACC exemplary practice award for a Lifelong Learning collaborative program, appointment to CCLA Advisory Board, cultural opportunities in Franklin County, Veterans Affairs commendation, Phi Theta Kappa commendation, A Legacy of Trust donor recognition ads, WKGC-AM listener commendation, and a student appreciation letter for a Nursing faculty member. Chair Cramer suggested that efforts to communicate the college's myriad collaborative activities be enhanced.
- Community Support** **3.1.2** Dr. McSpadden acknowledged contributions to the GCCC Foundation, which included memorial gifts, A Legacy of Trust donations, membership fees, scholarship donations, unclaimed community scholarship balances, state scholarship matching funds, and support for college radio stations. Donors included the following:
- Audrey B. Parker
 - Freedom Florida
 - Gulf Coast Medical Center
 - Ann Silcox
 - Wendy and Ray Adams
 - Julian Ray and Mary Sue Adams

- Nina Adams
- Joseph Mills
- Melissa Lavender
- James Oliver and Markay Carter
- Sacred Heart Hospital Guild
- Kristie and Michael Grimaud
- Judith Fitzpatrick
- Dana Dye
- Christopher and Carolyn Herrera
- David and Mary Wilson
- Gulf Coast Community College
- Emerald Coast Federal Credit Union
- State of Florida
- Skinner Tax Consulting, Inc.
- Harry and Waneta Metivier
- Sue Suggs
- Panama City Music Association
- Jelks Family Foundation, Inc.
- Smurfit-Stone
- AmSouth
- Sherrie Whitley
- James and Jana Lee Cook
- Norma W. Brookins

**State, National,
International
Issues**

3.2.1 Dr. McSpadden shared a report from Chancellor David Armstrong, which updated damage and recovery efforts related to recent hurricanes. He noted that Indian River Community College had sustained the most severe damage. Vice President John Holdnak and Facilities Management Director Ken Caldwell responded to questions about the college's emergency preparedness.

**4. Student
Union West
Expansion**

4.1.1 Vice President John Holdnak reported that college staff, the general contractor, and the architect continue efforts on close-out documents, minor warranty work, and a few remaining issues related to the Student Union West Expansion Project. He requested approval of additive Change Order 7 in the amount of \$23,087.07. He explained that the change order resulted from the direct material purchase process and was necessary to return unexpended purchase order and related sales tax credits previously deducted from the general contractor's contract. He noted that the substantial completion date remained April 9, 2004. Ms. Grantham moved and Mr. Sumner seconded approval of additive Change Order 7, in the amount of \$23,087.07. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Workforce
Development
Building**

4.1.2 Vice President John Holdnak reported that the contractor on the Workforce Development Building Remodeling Project had completed all work associated with the project, and the college had taken possession of the facility. He requested approval of deductive Change Order 6, in the amount of \$44,094.16, which resulted from credits in the direct material purchase process. He also requested approval of additive Change Order 7, in the amount of \$1,623.80, which resulted from the addition of vertical blinds requested by college staff. He noted that the substantial completion date remained July 15, 2004. Mr. Mayo moved and Ms. Shoaf seconded approval of deductive Change Order 6, in the amount of \$44,094.16, and additive Change Order 7, in the amount of \$1,623.80. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Library
Exterior
Renovation**

4.1.3 Vice President John Holdnak reported that the clock faces for the Library tower were damaged in transit and had been returned. The vendor had indicated replacements should arrive in approximately three weeks.

**Maritime Fire
Training
Facility Project**

4.1.4 Vice President John Holdnak provided an update on the Maritime Fire Training Facility Project and shared photographs of the burn simulator. He noted the project had been delayed because of the recent storms and the special characteristics of the simulator.

**Bid
2005-01**

4.1.5.1 Four responses, including two no bids, had been received from the invitation to Bid 2005-01, Printing of Class Schedule. Trustees were asked to accept the low bid meeting specifications and award to The Tallahassee Democrat, Tallahassee, Florida, for a 60-page quarterfold (\$11,892.94 Spring/\$12,260.12 Fall). Ms. Shoaf moved and Dr. Myers seconded acceptance of the bid as recommended, and the vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Bid
2005-02**

4.1.5.2 Vice President John Holdnak presented Bid 2005-02, Request for Proposal for Instructional Television Fixed Services, by providing a historical account of the college's experience in leasing excess capacity television channels. He highlighted the college's current opportunity, along with the Panhandle Area Educational Consortium (PAEC), to enter a new and more beneficial lease arrangement. After reviewing responses to the RFP for Instructional Television Fixed Services, the evaluation committee recommended award of the lease to Luxon Wireless, which submitted the most advantageous proposal for GCCC/PAEC, contingent on successful finalization of a contract. Following discussion of the proposed lease of excess capacity on the A-Group and G-Group channels, Ms. Durden moved and Dr. Myers seconded approval of the recommended proposal, authorizing college

staff to make non-substantive contract changes as necessary to reach an agreement with Luxon Wireless. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Health
Sciences
Contracts**

4.1.6 Trustees were asked to approve contracts that would allow students to acquire clinical experience in the following health agencies:

- Flowers Hospital, Dothan, AL (EMS)
- Jackson Hospital, Marianna, FL (EMS)
- Southern Orthopedic Specialists, Panama City, FL (Radiography)
- Child Development Center of Natrona County, Casper, WY (PTA)
- Wyoming Medical Center, Casper, WY (PTA)
- Black Hills Orthopedic and Spine Center, Rapid City, SD (PTA)
- Horizon Home Care, Panama City, FL (Nursing)

Dr. McSpadden explained that agreements with agencies located outside the college service district make it possible for non-local health sciences students to enroll at GCCC for classroom training and return to their homes while acquiring clinical experience. Ms. Shoaf moved and Mr. Cox seconded approval of the contracts as presented. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Policy
Revisions**

4.1.7 Trustees were asked to review proposed revisions of two policies necessary to comply with state rules and regulations.

- 6.096, Fingerprinting/Criminal Background Checks of Employees
- 7.037, Student Activities Budget Funding

Following discussion, which acknowledged that employment applications would need to be revised to communicate the requirements of Policy 6.096, Dr. Myers moved and Mr. Cox seconded tentative approval of the two policy revisions as presented. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Budget
Amendment 6**

4.1.8.1 Dean John Mercer led a review of Amendment 6 to the Restricted Current Fund, which totaled \$1,121,375. Ms. Shoaf moved and Mr. Mayo seconded approval of the amendment as requested. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Budget
Amendment 7**

4.1.8.2 Dean Mercer led a review of Amendment 7 to the Unexpended Plant Fund, which totaled \$4,254,536. Mr. Sumner moved and Mr. Mayo seconded approval of the amendment as presented. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Budget
Amendment 8**

4.1.8.3 Dean Mercer led a review of Amendment 8 to the Auxiliary Fund, which totaled \$264,654. Dr. Myers moved and Ms. Durden seconded approval of the amendment as presented. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Obsolete
and
Worthless
Property**

4.1.9 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. Shoaf moved and Ms. Durden seconded approval as requested. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Financial
and Energy
Statement**

4.1.10 Led by Dean John Mercer, trustees reviewed a statement of activity in the General Current Fund for the period July 1-August 31, 2004, as well as accompanying energy consumption and purchase activity reports. Lengthy discussion addressed several blanket purchase orders, and Ms. Hamburg explained the process and the benefits to the college of the blanket orders. With regard to the cost of lead removal at the North Bay Center's Firing Range, Chair Cramer suggested that the college investigate the feasibility of using lead-free ammunition and/or implementing a user fee to cover the cost of lead removal.

**Professional
Personnel**

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

Employment

Beitzel, Penni L. --- Biology Lab Manager, Natural Sciences Division, effective August 9, 2004 - May 6, 2005, salary of \$28,107

Blue, Charlotte V. --- Assistant Coordinator of Accounting, Business Affairs, effective August 9, 2004 - June 30, 2005, salary of \$22,415 (based on annual salary of \$25,000)

Crow, Lori C. --- Assistant Professor (Step 5), Natural Sciences Division, effective August 9, 2004 - May 6, 2005, salary of \$36,115

Cumbaa, Melinda A. --- Assistant Coordinator, Physical Therapist Assistant Program, effective August 25, 2004 - June 30, 2005, salary of \$44,291 (based on annual salary of \$48,000)

Gonshor, Lee G. --- Associate Professor (Step 1), Natural Sciences, effective August 17 - December 13, 2004, salary of \$16,696 (based on annual salary of \$34,346)

Hicks, Nancy N. --- Librarian, part-time, Library, effective August 2, 2004, hourly rate of \$17.66

Kimble, Kevin M. --- Coordinator, Community Services, Lifelong Learning, effective August 30, 2004 - June 30, 2005, salary of \$26,431 (based on annual salary of \$31,500)

Main, Patrick T. --- Network Systems Analyst, Computer Services, effective September 1, 2004 - June 30, 2005, salary of \$36,883 (based on annual salary of \$44,362)

Miller, Kevin C. --- Assistant Baseball Coach, Wellness and Athletics Division, effective August 26, 2004 - June 30, 2005, salary of \$1,700

Orrill, Anita M. --- Computer Programmer/Analyst, Computer Services, effective August 23, 2004 - June 30, 2005, salary of \$30,910 (based on annual salary of \$36,016)

Stanford, Bonnie R. --- Cheerleading Coach, Wellness and Athletics Division, effective July 27, 2004 - June 30, 2005, salary of \$4,000

Winston, Gerald D. --- Assistant Softball Coach, Wellness and Athletics Division, effective August 24, 2004 - June 30, 2005, no salary

Woolson, Carolin --- Assistant Professor (Step 2), Social Sciences Division, effective August 9, 2004 - May 6, 2005, salary of \$33,912

Reemployment

Bailey, Judith B. --- Mathematics Learning Manager, Student Support Services, Developmental Studies, effective August 9, 2004 - May 6, 2005, annual salary of \$22,260; funded by Student Support Services grant

Erben, Julia E. --- Reading and ESL Instructor, part-time, Success Center, Developmental Studies, effective July 1, 2004 - June 30, 2005, hourly rate of \$19.10; funded by Adult Education grant

Fertal, Bruce R. --- ABE/GED Learning Manager, Success Center, Developmental Studies, effective August 9, 2004 - May 6, 2005, annual salary of \$22,260; funded by Project ASPIRE grant

Hoang, Chau M. --- Mathematics Learning Manager, part-time, Success Center, Developmental Studies, effective August 9, 2004 - May 6, 2005, hourly rate of \$18.19; funded by Perkins grant

King, Rosie L. --- ABE/GED Learning Manager, Success Center, Developmental Studies, effective August 9, 2004 - May 6, 2005, annual salary of \$22,260; funded by Adult Education Literacy grant

VanDusen, Barbara J. --- English Learning Manager, Student Support Services, Developmental Studies, effective August 9, 2004 - May 6, 2005, annual salary of \$22,260; funded by Student Support Services grant

Winther, Nicoleila --- ABE/GED Learning Manager, Success Center, Developmental Studies, effective August 9, 2004 - May 6, 2005, annual salary of \$22,260; funded by Adult Education Literacy grant

Reclassification

King, Rosie L. --- From ABE/GED Learning Manager, Success Center, to GED Lab Manager, Success Center, Developmental Studies, effective September 1, 2004 - May 6, 2005, no change in salary

Kizziah, Kendra B. --- From Counselor, Developmental Studies, to Counselor, Student Support Services, Developmental Studies, effective September 1, 2004 - June 30, 2005; funded by Student Support Services grant

Revision of Employment

Mitchell, Jason P. --- From Associate Professor (Step 4) to Associate Professor (Step 5), Language and Literature Division, effective August 9, 2004 - June 30, 2005, annual salary of \$36,915

DROP Entry

Poole, Dennis K. --- Assistant Professor, Natural Sciences Division, effective September 1, 2004

Revision of Salary

Bottkol, Christine A. --- Coordinator, Nursing, Health Science Division, effective August 2, 2004 - June 30, 2005, from salary of \$50,222 to salary of \$53,111 (based on annual salary of \$58,000)

Resignation

Campbell, Jamie W. --- Counselor, Student Support Services, Developmental Studies, effective August 13, 2004

Durr, Marcella M. --- English Learning Manager, Success Center, Developmental Studies, effective July 16, 2004

LaRue, Christine R. --- Coordinator, Business and Industry Training, Lifelong Learning, effective August 6, 2004

Steele, Tiffany A. --- Learning Manager (part-time), Disability Support Services, Student Services, effective July 22, 2004

Stephens, Lee B. --- Assistant Baseball Coach, Wellness and Athletics, effective August 1, 2004

Career Service Personnel

4.2.2 After review of the career service personnel recommendations, Mr. Mayo moved and Mr. Cox seconded approval. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

Reclassification

Bruner, Kevin A. --- Computer Lab Technician (CL1, Step 8), Computer Services, effective July 21, 2004, hourly rate of \$11.94

Conner, Christopher B. --- Lifeguard (Grade 3), part-time, Wellness and Athletics Division, effective August 24, 2004, hourly rate of \$6.60

Fonville, Hallie K. --- Lifeguard (Grade 3), part-time, Wellness and Athletics Division, effective August 19, 2004, hourly rate of \$6.60

Fralick, Robin A. --- Computer Lab Technician (CL1, Step 10), Computer Services, effective July 28, 2004, hourly rate of \$12.67

Gibson, William J. --- Lead Network Support Technician (CL2, Grade 10), Computer Services, effective July 19, 2004, hourly rate of \$14

Johnson, Janice E. --- Testing Assistant (Grade 9), Student Services, effective July 12, 2004, hourly rate of \$9.37, including experiential and educational credit

Lawson, Patricia G. --- Senior Clerk Typist (Grade 9), Lifelong Learning, effective August 9, 2004, hourly rate of \$9.11, including experiential and educational credit

McGee, Tristan A. --- Technical Supervisor, part-time, Visual and Performing Arts Division, effective August 16, 2004, hourly rate of \$15

Steele, Kimberly W. --- Senior Clerk Typist (Grade 9), Enrollment Services and Research, effective August 16, 2004, hourly rate of \$8.85, including experiential credit

Stichka, Vonda J. --- Executive Secretary (Grade 12), Student Development, effective July 13, 2004, hourly rate of \$9.95, including experiential credit

Reemployment

Caledine, Summer R. --- Teacher's Aide (Grade 9), part-time, Success Center, Developmental Studies, effective August 18, 2004 - May 6, 2005, hourly rate of \$9.04; funded by Adult Education grant

Plank, Cynthia A. --- Teacher's Aide (Grade 9), part-time, Success Center, Developmental Studies, effective August 18, 2004 - May 6, 2005, hourly rate of \$9.55; funded by Family Literacy grant

Tipton, Melba M. --- Teacher's Aide (Grade 9), Success Center, Developmental Studies, effective August 18, 2004 - May 6, 2005, hourly rate of \$9.04; funded by Adult Education grant

Reclassification

Bruner, Kevin A. --- From Computer Lab Technician (CL1, Step 8) to Lead Network Support Technician (CL2, Step 8), Computer Services, effective July 23, 2004, hourly rate of \$13.20

Edeburn, Beth E. --- From Head Lifeguard (Grade 6), part-time, to Lifeguard (Grade 3), part-time, Aquatics, Wellness and Athletics Division, effective August 1, 2004, hourly rate of \$10.38

Fitzgerald, Nicole Y. --- From Lifeguard (Grade 3), part-time, to Head Lifeguard (Grade 6), part-time, Aquatics, Wellness and Athletics Division, effective August 2, 2004, hourly rate of \$8.49

Shoffer, Dawn M. --- From Senior Clerk Typist (Grade 9) to Administrative Secretary (Grade 10), Enrollment Services and Research, effective August 16, 2004, hourly rate of \$10.41

DROP Entry

Barker, Willie L. --- Lead Custodian (Grade 8), Facilities Management, effective July 1, 2004

Driesbach, Lynn M. --- Senior Clerk Typist (Grade 9), Enrollment Services and Research, effective September 1, 2004

Resignation

Gibson, William J. --- Lead Network Support Technician (CL2 Grade 10), Computer Services, effective July 22, 2004

Keddy, Monika J. --- Administrative Assistant (Grade 10), part-time, Student Activities, Student Services, effective July 27, 2004

Lawson, Patricia G. --- Senior Clerk Typist (Grade 9), Lifelong Learning, effective August 31, 2004

McLeod, Logan B. --- Administrative Secretary (Grade 10), Enrollment Services and Research, effective August 31, 2004

**Ratification
of Contracts**

4.2.3 Mr. Sumner moved and Ms. Shoaf seconded ratification of contracts signed by 21 instructors of credit courses, 102 instructors of noncredit courses, 16 consultants, and 11 special contractors. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

**Foundation
Report**

4.3.1 Ms. Carole Lapensohn, executive director of the GCCC Foundation and director of institutional advancement, acknowledged the success thus far of the A Legacy of Trust campaign, commending Chair Cramer, Dr. McSpadden, and others for their leadership efforts. She reported that campaign funds currently total \$3.79 million, which includes amounts received, amounts pledged, and state match expected. Ms. Lapensohn noted that the annual audit of the foundation would be presented when the independent auditor has completed it.

**Legacy
Giving Levels**

4.3.2 Ms. Lapensohn requested board approval of the proposed giving levels associated with the A Legacy of Trust campaign. Following review of the proposal, Mr. Mayo moved and Ms. Shoaf seconded approval as requested. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

5. Mathematics Report

5.1.1 Ms. Cheryl Flax-Hyman, director of developmental studies, presented a report reflecting improvement in student success in developmental mathematics courses. She attributed the success to various strategies implemented through the Title III project, which included redesigning courses, revising academic advising processes for developmental students, creating a student database for tracking, and teaching innovations. Ms. Flax-Hyman shared statistics reflecting improvements in student success in developmental math courses and in subsequent college-level courses. She concluded by commending mathematics teachers for their commitment and dedication. In response to a question from Mr. Mayo, an in-depth discussion focused on the need for support systems that would result in early planning for college enrollment (e.g., in middle school). Individuals known to be significant to successful early planning efforts are middle school and high school counselors, teachers, and parents.

Lifelong Learning

5.1.2 Trustees reviewed a listing of new Lifelong Learning noncredit courses and instructors. Following review, Mr. Cox moved and Dr. Myers seconded approval of the courses and instructors as presented. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

Articulation Agreements

5.1.3 Dr. McSpadden asked the board to approve articulation agreements with Bay District Schools, Franklin District Schools, and Gulf District Schools. He indicated the agreements formalized existing responsibilities and collaborations related to serving students in the three districts. Ms. Shoaf moved and Mr. Mayo seconded approval of the articulation agreements as presented. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

Student Support Services

5.1.4 Dr. McSpadden requested board approval of a proposal for federal funding to continue the college's Student Support Services program. Ms. Grantham moved and Mr. Sumner seconded approval as requested. The vote was recorded as follows: Cox, aye; Durden, aye; Grantham, aye; Mayo, aye; Myers, aye; Shoaf, aye; Sumner, aye; Cramer, aye.

6. Art Show and Opening

6.1 Dr. McSpadden invited the trustees to an art show opening, Ulixes Escadero: "Landscapes from the Sky," 5:30 p.m., Friday, September 10, in the Amelia Center Theatre.

7. Adjournment

The meeting was adjourned at noon.