

MINUTES

REGULAR MEETING DISTRICT BOARD OF TRUSTEES GULF COAST COMMUNITY COLLEGE

February 10, 2005

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

Members Present William C. Cramer, Jr., (presiding), J. Allen Cox, Denise D. Butler, Karen L. Durden, Linda S. Grantham, Dr. Stephen C. Myers, Renee C. Shoaf, William C. Sumner, Dr. Robert L. McSpadden, and Derrick 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. Durden 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 Ms. Candy Glenn, president of the Student Activities Board.
- Hearing of Citizens**
 - 1.5** No citizen answered the call to appear before the board.
- Approval of Minutes**
 - 1.6** Ms. Durden moved and Mr. Cox seconded approval of the minutes of the board's meeting of January 13, 2005, as distributed. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.
- Gulf Coast Story**
 - 1.7** Dr. McSpadden introduced Ms. Laura Ropelis, coordinator of the Gulf/Franklin Center, who had recently returned from Baghdad, Iraq, where she had been deployed as a civil affairs specialist in the U.S. Army Reserve in support of Operation Iraqi Freedom. Ms. Ropelis expressed gratitude for the extraordinary "Welcome Home Celebration" at the Gulf/Franklin Center on January 18 and indicated the event was a reflection of how college employees excel in caring about their community, students, and colleagues. She presented an overview of her experiences in Iraq, which involved planning, establishing, and opening primary, secondary, and postsecondary schools for Iraqi people. She described problems faced by the Iraqis from an educational perspective

and stressed the positive aspects of her job in relation to improving the educational system to afford equal opportunity to all. She noted that Iraqi youth are determined to make a difference in their world and emphasized that U.S. citizens are fortunate to live in a country where they can reach out and help others. She mentioned the grateful attitude of the Iraqi people concerning U.S. military efforts on their behalf, and she shared photographs that captured images of the Iraqi people, members of the coalition forces with whom she worked, and the Iraqi National Symphony, in which she performed as a flutist. Ms. Ropelis concluded her remarks by saying that the college was always in her heart while she was in Iraq and that she was excited to be back at the Gulf/Franklin Center. On behalf of the board, Chair Cramer commended Ms. Ropelis and expressed appreciation for what she had done for her country.

**SAB
Report**

1.8 Ms. Candy Glenn, president of the Student Activities Board, highlighted recent and upcoming events. She reported on SAB's hurricane relief project, which took members to Pensacola Junior College to plant trees, and noted that the SAB had donated \$190 to PJC for campus improvements. Ms. Glenn highlighted upcoming events, and she commended Ms. Casey Taylor for having served on the District IV FSJCCSGA Board during the past year and for recently being selected to serve as state secretary.

**2. Attorney's
Report**

2.1 Attorney Bennett had no report.

**Next
Meeting**

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

**3. College
People
and
Programs**

3.1.1 Dr. McSpadden commended Coach Scovel and Coach Hicks on their outstanding accomplishments with the women's basketball program and for their commitment to the academic growth of the athletes. Chair Cramer noted that bad decisions made recently by two players did not reflect upon the professionalism of the coaches, and he emphasized the importance of keeping the incident in perspective. On behalf of the board, Chair Cramer expressed 100 percent support for the women's basketball program and the coaches. After highlighting articles in a recent edition of the *Gull's Cry*, Dr. McSpadden referred trustees to numerous articles, letters, and notes that focused on college-related efforts and achievements.

**Community
Support**

3.1.2 Dr. McSpadden acknowledged the extraordinary generosity of *The News Herald* in running ads featuring donors to the A Legacy of Trust campaign. He referred trustees to recent announcements of scholarships established as a part of the campaign as follows:

- Chaine des Rotisseurs, Panama City Chapter Scholarship
- Tyndall Federal Credit Union Scholarships
- Mary Suzanne Adams Memorial Scholarship
- J. Bernice McSpadden Scholarship

Dr. McSpadden acknowledged receipt of \$275,835 in matching funds from the State of Florida as well as contributions from the following donors:

- Bay Medical Center
- Karen L. Durden
- Charles A. Whitehead
- Tommy Thomas Chevrolet
- David and Trish Warriner
- Vivian Myers Moore
- Thomas and Mary Gibson
- Chapman Family Foundation, Inc.
- Issac W. Byrd Family Foundation, Inc.
- Dorothy D. Byrd
- H & H Wholesale Services, Inc.
- Crile and Noel Crisler
- Crile and Amy Crisler
- William H. Foley
- William and Terry King
- Dzung Nguyen, M.D.
- Richard L. Cox, Jr.
- Gulf Marine, Inc.
- Tipton, Marler, Garner & Chastain
- Tyndall Federal Credit Union
- John and Maxine Colmery
- Gulf Power Company
- Larry and Emmalyn Smith
- Richard and Mary Frances Wittkopf
- Mutaz A. Tabbaa, M.D., P.A.
- Curtis E. Murphy
- Jerry F. Sowell, Jr.
- L. F. Walker, P.E., Inc.
- Cameron and Heather Skinner

**State, National,
International
Issues**

3.2.1 Dr. McSpadden reported on college issues related to the convening of the 2005 Florida Legislature and noted that he would be monitoring a number of significant issues with the potential to directly

affect the welfare of the college. He announced upcoming visits to the main campus from Governor Jeb Bush concerning base realignment and closure, House Speaker Allan Bense regarding Medicare, and Congressman Allen Boyd pertaining to healthcare. He identified GCCC priorities for funding as a full remodel of the Technology Building and land acquisition for expansion of North Bay and Gulf/Franklin centers, including a joint-use facility at the North Bay Center.

**4. Health
Sciences
Contract**

4.1.1 Trustees were asked to approve a contract that would permit Emergency Medical Services students to secure clinical experience at Walton County Emergency Management Services. Mr. Cox moved and Ms. Durden seconded approval of the contract as requested. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Maritime
Training
Contract**

4.1.2 Dr. McSpadden directed attention to a request for approval of a contract with the Paul Hall Institute (PHI) of Camp Springs, Maryland, to provide maritime training through the college's Division of Public Safety. Vice President Holdnak explained that the contract would require PHI to supply certified instructors for eight classes to be conducted over an 18-month period, with class content following the Board of Education-approved Basic Maritime Curriculum. Chair Cramer called on Mr. Mitch Oakley of PHI for comments. Mr. Oakley praised Ms. Pam Whitelock and Ms. Gloria Crawford for their efforts in obtaining grant funding, Mr. Joel Hand for outstanding coordination of the project, and Vice President Holdnak for his assistance. Ms. Durden moved and Ms. Shoaf seconded approval of the contract as presented. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Policy
Revision**

4.1.3. Dr. McSpadden called attention to a proposed change to Policy 6.041, Continuing Contract, and requested tentative approval. He noted the revision would bring the policy in line with State Board of Education Administrative Rules. Ms. Butler moved and Mr. Sumner seconded tentative approval of the revision as presented. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Bid 2005-6,
Video
Equipment**

4.1.4 Of the five bids requested for the purchase of video equipment for Smart classrooms, five had been received. Following discussion, Ms. Shoaf moved and Mr. Sumner seconded acceptance of the low bid of \$91,593 from Bay Electronics Supply. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Bid 2005-4,
SU East
Repair and
Recoating**

4.1.5 Vice President Holdnak reported on recent developments in connection with the Student Union East Roof Repair and Recoating Project. He referred to the December 9, 2005, meeting of the board, at which the project had been awarded to the low bidder, Dobson Sheet Metal and Roofing Specialists, Inc., for \$196,372. He explained that subsequent to that meeting, the Dobson firm had requested that it be permitted to withdraw the bid because an error had occurred in the pricing of materials that was beyond Dobson's control and resulted in a \$45,000 - \$50,000 price increase for materials. Vice President Holdnak's recommendation was to rescind the board's awarding of the bid to the low bidder, Dobson Sheet Metal and Roofing Specialists, Inc.; to allow the Dobson firm to withdraw its bid; and to accept the second low bid of \$203,507.89 from Bel-Mac Roofing, Inc. Following discussion of legal concerns and options available, Attorney Bennett advised trustees that if the low bidder had followed established criteria for withdrawing a bid, then the board had the option of accepting or declining at its discretion. In response to an expression of concern by Dr. McSpadden, Attorney Bennett assured the trustees that the board's action would be appropriate and would not establish a critical precedent. Following the discussion, Ms. Durden moved and Mr. Sumner seconded rescinding the board's awarding of the bid to the low bidder, Dobson Sheet Metal and Roofing Specialist, Inc., and allowing the Dobson firm to withdraw its bid. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye. Mr. Sumner then moved and Ms. Grantham seconded acceptance of the second low bid of \$203,507.89 and awarding the project to Bel-Mac Roofing, Inc. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Budget
Amendment**

4.1.6 After Dean Mercer led a review of Amendment 16 to the Restricted Current Fund, Ms. Shoaf moved and Ms. Durden seconded approval of the amendment as requested. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Obsolete
and
Worthless
Property**

4.1.7 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. Butler moved and Mr. Sumner seconded approval as requested. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Financial
and
Energy
Statement**

4.1.8 Trustees reviewed a statement of activity in the General Current Fund for the period July 1, 2004, through January 31, 2005, as well as accompanying energy consumption and purchase activity reports.

**Professional
Personnel**

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

Employment

Mead, Sandra S. --- Coordinator, Workforce Training Center, Workforce Development, effective February 7 - June 30, 2005, salary of \$11,715 (based on annual salary of \$29,400); funded by WIA Adult grant

Smitherman, Angela --- Coordinator, Human Resources, Human Resources, effective February 7 - June 30, 2005, salary of \$12,552 (based on annual salary of \$31,500)

Thomes, Christopher P. --- Coordinator, Community Relations, Institutional Advancement, effective February 14 - June 30, 2005, salary of \$15,931 (based on annual salary of \$42,000)

Reclassification

Phelps, Marko L. --- From Lead Network/Telecommunications Technician (CL3, Step 10) to Manager of Network Systems, Computer Services, effective February 7 - June 30, 2005, salary of \$22,356 (based on annual salary \$56,105)

Paid Sabbatical

Olmstead, Sheila C. --- Associate Professor, Language and Literature Division, August 8 - December 18, 2005.

Unpaid Sabbatical

Schilling, William P. --- Assistant Professor, Technology Division, effective January 17 - April 30, 2005.

**Career Service
Personnel**

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

Employment

Wisner, Cheryl S. --- Auxiliary Service Worker III (Grade 5), Food Services, Business Affairs, effective January 31, 2005, hourly rate of \$7.53, including experiential credit

Reclassification

Tipton, Melba M. --- From part-time to full-time Teacher's Aide (Grade 9), Success Center, Development Studies, no change in salary

DROP Entry

Jones, Carin H. --- Administrative Secretary (Grade 10), Cooperative Education, Student Services, effective May 1, 2005

Resignation

Coy, Mary R. --- Records and Credentialing Assistant (Grade 10), Lifelong Learning, effective March 4, 2005

Termination

Martin, Chiquetta D. --- Miscellaneous I (Grade 1), part-time, Gulf/Franklin Center, Student Development, effective January 26, 2005

**Ratification
of Contracts**

4.2.3 Mr. Sumner moved and Ms. Grantham seconded ratification of contracts signed by 17 instructors of credit courses, 20 instructors of noncredit courses, 15 consultants, and 13 special contractors. The vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

**Foundation
Report**

4.3.1 Dr. McSpadden reported that the GCCC Foundation's 2005 Annual Meeting on February 4 had been a huge success and praised the leadership of the Foundation. Ms. Margie Mazur, development coordinator of the Foundation, acknowledged the support of the Foundation's membership, the trustees, and college employees. She expressed gratitude for those who had helped, recognizing in particular Dr. Myers, Dr. McSpadden, Ms. Lapensohn, Ms. Cande McNeil, Mr. Cameron Skinner, Ms. Mary Barker, and Ms. Tracy Reep. She noted that the event had resulted in net gifts of \$10,000. Ms. Carole Lapensohn, executive director of the Foundation, reported that the Foundation's assets were \$18.8 million, that donors continued to contribute to the A Legacy of Trust campaign, and that the college had applied for \$921,873 in matching funds under the Dr. Philip Benjamin Matching Grants Program. Ms. Lapensohn concluded by expressing appreciation for all who had attended the annual meeting and for their support. Chair Cramer expressed appreciation to all involved in planning and implementing the annual meeting.

**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; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.

- 2005-2006
General
Catalog**
- 5.1.2** Trustees reviewed a draft of the 2005-2006 General Catalog. Ms. Durden moved and Ms. Shoaf seconded tentative approval, and the vote was recorded as follows: Butler, aye; Cox, aye; Durden, aye; Grantham, aye; Myers, aye; Shoaf, aye; Sumner, aye, Cramer, aye.
- 6. Theatre
Production**
- 6.1** Dr. McSpadden invited trustees to the encore presentation of “for colored girls who have considered suicide when the rainbow is enuff,” Friday-Sunday, February 11-13, 2005, in the Amelia Center Theatre Lab.
- Black
History
Month
Events**
- 6.2** Dr. McSpadden called attention to the Black History Month Calendar of Events and invited trustees to participate in the various activities as their interests and schedules would permit. He added that members of the Multi-Ethnic Advisory Committee would be guests at the luncheon immediately following the board meeting.
- Franklin
County
Report**
- 6.3** Ms. Butler announced that House Speaker Allan Bense would be visiting Franklin County on February 11 and talked about the progress of the county’s consolidated school project.
- 7. Adjournment**
- The meeting was adjourned at 11:30 a.m.