

- Career Employee of the Month** **1.7** Dr. Kerley called on Ms. Lisa Keeton, chair of the Professional Employee Council. Ms. Keeton explained that the previous Career and Coordinating Councils had merged and that instead of celebrating the Career Employee of the Month, we would now celebrate the Professional Employee of the Month. Ms. Connie Head received the September Professional Employee Award. She was recognized for her consistent enthusiasm and dedication to her work as college librarian and her creative approaches for instruction and outreach. Ms Head mentioned what an honor it was to be selected and expressed how much she enjoyed her job. Dr. Kerley introduced Ms. Lori Driscoll, the new library director, and thanked both Ms. Driscoll and Ms. Head for their excellent work.
- 2. Attorney's Report** **2.1** Attorney Bennett had no report.
- Foundation Liaison Report** **2.2** Dr. Sidani-Tabbaa shared details of the recent work of the Foundation. Foundation assets are at \$22.1 million and \$56,420 has been received from the community between August 29 and October 2, 2009. Contributions to The Tradition and Leadership Athletic Campaign totaled \$277,000 and exceeded the goal by \$27,000. The Radio and TV Council is preparing a fundraising event in January 2010 to bring awareness to the program. Trustees were reminded of the following upcoming events:
- Shark's Tooth Pairing Party, November 6, 2009
 - Shark's Tooth Golf Tournament, November 7, 2009
 - Foundation Annual Dinner, February 5, 2010
- United States Navy Representative Report** **2.3** Commander Jessica Pfefferkorn was unable to attend the meeting.
- United States Air Force Representative Report** **2.4** Colonel David Fleck was unable to attend the meeting.
- American Graduation Initiative** **2.5** Dr. Kerley presented a resolution by Gulf Coast Community College on the "American Graduation Initiative" as proposed by President Obama. Dr. Kerley requested approval to sign the resolution, thereby formally endorsing the American Graduation Initiative. Ms. Durden made a motion to approve the resolution. Mr. Sumner seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Jenkins, aye; Myers, aye; Sumner, aye; and Wood, aye.
- Next Meeting** **2.6** The next regular meeting of the District Board of Trustees was set for 10 a.m., Thursday, November 12, 2009, William C. Cramer, Jr. Seminar Room.

- 3. SAB Report** **3.1** Ms. Pasha, president of the Student Activities Board (SAB), reported the conference in Washington DC was a success and had given the SAB many new ideas. A drive-in movie has been scheduled for November 13. 2,000 Student IDs have been issues to date.

Program Highlight **3.2** Dr. Kerley introduced Dr. Dan Finley, coordinator of the Emergency Medical Technician (EMT) program, who in turn introduced Bay Sheriff's Deputy, Mr. Ray Maulbeck. Mr. Maulbeck is a 1978 graduate of the EMT Program and 1995 graduate of the Law Enforcement Standards Class, who was recently nominated Florida Sheriff's Association Deputy of the Year in honor of rescuing a man from a burning building. He is also a member of the Beach Patrol Unit and responsible for rescuing numerous swimmers from the Gulf.

Student Success Story **3.3** Mr. Maulbeck expressed his appreciation for the excellent instructors and training he received at the college. He mentioned that anyone in the community involved with fire and rescue had been trained by Gulf Coast Community College. He also expressed his appreciation for the Bay Medical Rescue Unit that was started last year and that it has been a great support for Beach Patrol Unit rescues.

- 4. Action Items Personnel** **4.1** After review of the following listed personnel recommendations, the contract ratifications, and the proposed inventory disposal list, Mr. Sumner made a motion to accept the recommendations, the contract ratifications, and the proposed inventory disposal list. Mr. Myers seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Jenkins, aye; Myers, aye; Sumner, aye; and Wood, aye.

Professional Services

Employment

Dolores E. Carlson---Volunteer Tutor, Success Center, Off-Campus & Community Development, no salary.

Dwight S. Danburg---Outreach Dentist, Health Sciences Division, effective August 26, 2009 – June 9, 2010, salary of \$70,000. Position funded by Bay County Health Department Grant and institutional dollars.

Barbara D. Dunham---Donor Relations and Special Events Assistant Coordinator, Gulf Coast Community College Foundation, Inc., effective September 8, 2009, salary of \$24,374 (based on annual salary of \$30,000).

Daniel A. Guilliot---Volunteer Gulf Coast Wired Student Organization, no salary.

Resignation

Sara R. Heaton---Coordinator, Business & Industry Training, Business, Community & Education Training, Economic Development effective October 2, 2009.

Contract Ratifications

4.2 Trustees reviewed a list of contracts signed by 32 instructors of non credit courses, and 18 special contracts and overload contracts, named on the summer and fall 2009 overload addenda of July 16 through September 16, 2009, for the total amount of \$958,254.84. Approval was included in the previous motion for approval of personnel recommendations.

Inventoried Property Disposal

4.3 Dr. Kerley recommended approval of disposal of inventoried property consisting mostly of outdated computers. Approval was included in the previous motion for approval of personnel recommendations.

New Program Approval

Bachelor of Applied Science in Technology Management

4.4.1 Dr. Kerley recommended approval of the curriculum outline and program description for the proposed Bachelor of Applied Science degree in Technology Management and pointed out this would not be a conflict with FSU PC since this degree would be geared toward workforce. Currently, over 20 Florida Community Colleges are in the process of offering bachelor's degrees. Dr. Bishop stated that offering limited bachelor's programs for specific workforce needs in our market is our best direction and that we have support from industry and FSU PC. Also, there is no conflict with regional community colleges or the University of West Florida. Dr. Bishop reviewed the DOE timeline for approval mechanisms and mentioned that he expected a reasonable opening date of Spring 2011. In response to Mr. Cramer's question, Dr. Bishop mentioned that he was waiting to hear back from SACS to see if our Substantive Change Notification could be included in our reaccreditation with SACS. Dr. Bishop also pointed out that this program would not require any new equipment and that we have strong library holdings and staff to support upper division courses. Ms. Durden made a motion to approve the program. Mr. Cramer seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Jenkins, aye; Myers, aye; Sumner, aye; and Wood, aye.

Sustainable Design Technology Technical Certificate

4.4.2 Dr. Kerley recommended approval of the new Sustainable Design Technology Technical Certificate program and pointed out that the college's strategic planning goal of adding at least two new programs per year had been met. The Sustainable Design Technology program is a companion piece to the Alternative Energy Technology program, which can be combined to become part of an associate degree at a later date. Mr. Sumner made a motion to approve the program. Ms. Wood seconded,

and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Jenkins, aye; Myers, aye; Sumner, aye; and Wood, aye.

**Pharmacy
Technician
Applied
Technology
Diploma**

4.4.3 Dr. Kerley recommended approval of the new Pharmacy Technician Applied Technology Diploma program and pointed out there is a large void of pharmacy technicians. Dr. Bishop recognized Mr. Antonio Adessi for the design of the Sustainable Design Technology program, and Mr. Randy Chitwood, for designing the Pharmacy Technician program. Both programs are created in response to increasing demand for professional certification. Upon completion of the Pharmacy Technician program, graduates can sit for the Pharmacy Technician state licensing exam. These programs are slated to begin in the fall of 2010. Mr. Sumner made a motion to approve the program. Ms. Durden seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Jenkins, aye; Myers, aye; Sumner, aye; and Wood, aye.

**Construction
Delivery
Methodology
for ATC
Project**

4.5.1 Mr. Mercer pointed out the urgency of selecting a construction methodology, in order to be able to move on with the design of the Advanced Technology Center (ATC) and referred the trustees to materials in their binders. Mr. Joe Sorci, of Florida Architects presented additional information regarding the Construction Manager at Risk (CMAR) project delivery method for consideration on the ATC project and thanked Dr. Kerley and the trustees for considering their recommendation. Mr. Sorci pointed out that this had been their preferred delivery method for the past 15 years. They had not had any litigation involving the owner and the construction manager, because the contractor assumes all the risk for the project. CMAR allows the college to select the best specialized team in terms of cost, quality and time control and develops team partnerships vs. adversarial relationships to maximize profits. Mr. Sorci stated it was a possibility to get LEED gold certification if going the CMAR route. Florida Architects' cost savings on its technical projects over 15 years range from 7 to 13 percent. National studies range between 5 and 8 percent cost savings. It is Florida Architects' goal to reach 8 to 10 percent savings, which would go back to the college. The contract structure allows for two separate contracts; one for pre-construction services and one for the construction phase. The college could opt out if not satisfied with pre-construction services.

Mr. Isler joined the meeting at 10:55 a.m. and apologized for coming in late due to a hearing that could not be rescheduled.

4.5.2 Ms. Butler thanked Mr. Sorci for explaining the differences between the construction manager and hard-bid delivery methodologies to the trustees. Ms. Durden made a motion to proceed with the CMAR project delivery method. Mr. Sumner seconded and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Jenkins, aye; Myers, aye; Sumner, aye; and Wood, aye.

**Proposed
Changes to
Manual of
Policy**

4.6 Dr. Kerley recommended tentative approval of new policy 5.250 as stated below and deletion of policy 7.110 as stated below. Mr. Mercer explained policy 5.250 was written to bring college policy in line with what had been approved at a previous board meeting.

5.250 Parking and Traffic Control on Campus - The proposed changes amend current policy to address establishment of the parking decal requirement, assessment of associated fees, and an increase in the current fine for violation of traffic/parking rules from \$5 to \$25.

7.110 Student Parking - This policy is being deleted, as the parking policy does not differentiate between students and staff.

Dr. Myers made a motion to approve the policy changes. Ms. Wood seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Isler, aye; Jenkins, aye; Myers, aye; Sumner, aye; Wood.

**Camp Helen
Pedestrian
Path**

4.7 Dr. Kerley recommended approval of Change Order #1 to the Camp Helen Pedestrian Path project to utilize all remaining grant funds to enhance the project as requested by the Park Service, provided all permitting and plan approvals could be obtained in a timely matter that would ensure completion of the project prior to expiration of the grant funding on January 31, 2010. Mr. Mercer pointed out that the change order was not yet in hand, but that time was of the essence considering the grant expiration date. He also mentioned that it would be a huge benefit to the park, and that the college has 45 years remaining on the lease of the property for use by the college. Most of the work will be done by park service engineers. Chair Isler made a motion to approve the request to use remaining funds to enhance the project. Mr. Sumner seconded. At that point, Attorney Bennett expressed concern that this was a change from normal procedure by not having an actual bid that the trustees could vote on and questioned whether this technically constituted a change order. Mr. Cramer mentioned that he would feel more comfortable with calling a special meeting to go over the process with the contractor. Chair Isler withdrew his previous motion and proposed to have a special meeting or postpone this request until the next meeting. Attorney Bennett will research the process and any liability issues, and Mr. Mercer will gather more information about the actual costs.

**Refurbished
Medical
Equipment
Bid #09-10-04**

4.8 Dr. Kerley recommended approval of Bid #09-10-04 for Refurbished Medical Equipment paid out of the \$2 million Department of Labor grant. Ms. Wood made a motion to approve the bid. Ms. Durden seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Isler, aye; Jenkins, aye; Myers, aye; Sumner, aye; Wood.

**Dr. Philip
Benjamin
Matching
Program Filing**

4.9 Ms. Mazur requested approval of a revision to a previous Dr. Philip Benjamin Matching Program filing dated February 12, 2009. During an audit, it was discovered that the amount noted in the "Other Eligible Uses/New Contributions Received 2/2/2008-2/1/2009" was

understated by \$58,416.00. The corrected amount should be reported as \$175,424 vs. \$117,008. This adjustment will bring the total match request to \$855,034. Ms. Durden made a motion to approve the request. Chair Isler seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Isler, aye; Jenkins, aye; Myers, aye; Sumner, aye; Wood.

5. President's Report

5.1.1 Dr. Kerley's presentation of college highlights included mention of the following:

- Annual Report to be sent out to 2,500 individuals
- Substantial progress on CCSSE indicators
- Higher level of self-assessment by college than ever before
- Retention a high value all through the college
- Increased community engagement
- Successful fund-raising even in difficult times
- Athletic campaign dedication at 12:45 p.m. following the meeting
- Reaccreditation of Respiratory Therapy without any recommendations
- Fantastic Open House by Dental Program
- Sold out performances of Phantom Toll Booth production

5.1.2 Dr. Kerley provided trustees with information on global issues and events, which included mention of the following:

- Weekly, exhaustive meetings with FSU PC, committed to creating one-campus feel
- After final Blue Ribbon Commission meeting in October, prepare report to Dr. Wetherell
- Career pathway from K-12 to college and university more clearly defined
- Expenditures still exceed revenues in budget
- No budget cut expected this year
- Deficit may increase after loss of stimulus dollars in 2010-11.

Administrative Updates

5.2 Dr. Kerley referred trustees to updates provided by staff responsible for various administrative areas highlighting major activities for each area. Dr. Kerley pointed out there were at least 36 new courses in Fall C; there were four major grants pending; college had to go forward with new administrative software system and is planning on increasing joint marketing with FSU PC.

State College Designation

5.3 Dr. Bishop provided an update on the process and timeline for State College designation and referred trustees to the State Board of Education timeline provided in their binders. The comprehensive plan needs to address 12 core requirements, 64 standards, and 7 federal requirements.

SACS

5.4 Dr. Bishop and Dr. Flax-Hyman provided an update on the SACS review process. Dr. Bishop reviewed SACS COC Reaffirmation process timeline consisting of the off-site process, the on-site process and the

Commission action. The college would like for the trustees to review the Compliance Statements and Standards Dealing with Governance; participate in developing the Quality Enhancement Plan (QEP), assist with the final report to SACS, and participate in the site visit by the On-Site SACS Team. Dr. Flax-Hyman explained that the Compliance Audit was in draft form, ready to be submitted by the March 15, 2010, deadline. The QEP was being refined, and three substantive change prospectuses had been submitted to SACS with the hope that the bachelor program approval coincide with the on-site SACS visit, scheduled for October 26-28, 2010. Chair Isler expressed appreciation for the accomplishments thus far and offered his services.

**Financial
Indicators
Report**

5.5 Trustees were provided information located in the Financial Indicators Report as of August 31, 2009.

**6. Good of The
Order**

6.1 Ms. Durden publicly welcomed new trustee, Ms. Jenkins, and offered trustee support. Dr. Kerley referred to the GCCC Events this summer as listed on the agenda:

- Visiting Artist Lecture and Exhibit by Jane Segrest, October 9, 1:00 – 2:00 p.m., Amelia G. Tapper Center, Main Gallery. Exhibit Opening/Reception from 6:00 p.m. until 8:00 p.m. Segrest Exhibit on display through November 6, 2009, Monday through Friday from 10:00 a.m. until 4:00 p.m.
- “*Textures, Surfaces & Dimensions*,” October 9, Art Show Opening/Reception, 6:00 p.m. until 8:00 p.m., Amelia G. Tapper Center Gallery Annex. Exhibit hours are Monday through Friday from 10:00 a.m. until 4:00 p.m. through November 6, 2009.
- *2nd Annual Fire Prevention Fest*, October 10, 10:00 a.m. – 2:00 p.m., GCCC Parking Lot
- *Music Faculty Showcase*, October 24, 7:30 p.m., Amelia Center Theatre
- 12:45 p.m. dedication of the Tradition and Leadership Athletic Campaign

7. Adjournment

7.1 The meeting was adjourned at 12:07 p.m.