

FINAL

MINUTES

REGULAR MEETING
DISTRICT BOARD OF TRUSTEES
GULF COAST STATE COLLEGE

July 24, 2014

10 a.m.

William C. Cramer, Jr. Seminar Room

- Members Present:** Ralph C. Roberson (presiding), Don R. Crisp, Leah O. Dunn, Elizabeth M. Kirvin, Jim W. McKnight, Steve D. Millaway, Katie L. Patronis, Joe K. Tannehill, Jr., David P. Warriner, Dr. John Holdnak, and Derrick Bennett
- 1. Call to Order** **1.1** Mr. Roberson called the meeting to order at 10:04 a.m.
- Invocation** **1.2** Dr. Holdnak gave the invocation.
- Pledge of Allegiance** **1.3** Mr. Warriner led those present in the pledge of allegiance to the American flag.
- Election of Board Officers** **1.4** Ms. Dunn requested to be withdrawn from the election of board officers due to time conflicts and nominated Mr. Ralph Roberson as board chair and Ms. Katie Patronis as board vice chair for 2014-15, and Mr. McKnight seconded. No other nominations were offered, and Mr. Roberson was elected board chair and Ms. Patronis was elected board vice chair on the vote recorded here: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.
- Welcome to Guests** **1.5** Mr. Roberson welcomed Dr. Jim Anderson, president, GCSC Foundation, Inc.; Mr. Douglas Wells, chair, Faculty Council; and Mr. Ben Schmidt, chair, Professional Employee Council.
- Hearing of Citizens** **1.6** No citizens answered the call to appear before the board.
- Approval of Minutes** **1.7** Mr. Tannehill moved and Ms. Patronis seconded approval of the minutes of the board's June 19, 2014, regular meeting as distributed. The vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.

- Special Presentation** **1.8** Mr. Roberson and Dr. Holdnak invited Mr. William C. Cramer, Jr., Florida College System Foundation Board Member, to the podium, as well as Dr. Jim Anderson, president, Gulf Coast State College Foundation, and Ms. Margie Mazur, executive director, Gulf Coast State College Foundation. Mr. Cramer gave an overview of the Florida College System Foundation scholarship fund, including its history with Florida Blue, the Helios Education Foundation, and the Dream Makers Scholarship Award. Mr. Cramer added that the Florida College System Foundation awarded \$909,000 in scholarships to Florida's 28 community/state colleges, and stated that the scholarships are aimed at relieving the nursing shortage and assisting students who are the first in their family to attend college. On behalf of the Florida College System Foundation, Mr. Cramer presented a check in the amount of \$19,875 to the GCSC Foundation for student scholarships. Mr. Cramer expressed his appreciation for the good working relationship with the College and for the opportunity to help students.
- 2. Trustee Comments** **2.1** Trustees welcomed Dr. Holdnak as president of Gulf Coast State College. Mr. McKnight and Ms. Kirvin expressed their appreciation to Dr. Holdnak for visiting the branch campuses. Ms. Dunn mentioned the importance of implementing a new strategic plan. Mr. Tannehill congratulated Mr. Roberson and Ms. Patronis on their election as board chair and board vice chair, and noted the appreciation from the community for the many opportunities offered at Gulf Coast, including Kids College and the summer swim program. Mr. Roberson thanked Ms. Dunn for her previous service as board vice chair. He welcomed Dr. Holdnak and expressed his confidence that Dr. Holdnak will be a great leader for this college and this community.
- Attorney's Report** **2.2** Attorney Bennett had no report.
- Approval of the Evaluation of Dr. Kerley** **2.2.1** Attorney Bennett shared the results of the annual evaluation of Dr. Kerley's performance as president, indicating that responses will be filed with the state. Ms. Patronis made a motion to approve the evaluation. Ms. Dunn seconded and the vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.
- GCSC Foundation, Inc. President's Update** **2.3** Dr. Jim Anderson updated trustees on the GCSC Foundation, Inc., including \$75,000 received in private contributions during the past month. He also stated that current assets stand at just over \$30 million, and that the GCSC Foundation Gala would occur on November 21, 2014. Ms. Dunn stated that all table sponsorships

for the GCSC Foundation Gala should be directed to Ms. Margie Mazur.

- | | | |
|---|--------------|--|
| Honorary
Trustee
Updates | 2.4.1 | Commander Serow was unable to attend. |
| | 2.4.2 | Colonel Holmes was unable to attend. |
| Next Meeting | 2.5 | The next regular meeting of the District Board of Trustees is set for 10 a.m., Thursday, September 11, 2014, in the William C. Cramer, Jr. Seminar Room. |
| 3. SGA Report | 3.1 | Ms. Katherine Cannon, president, Student Government Association, was unable to attend. |
| 4. Personnel | 4.1 | Trustees were asked to approve professional and career personnel recommendations and advancements. |

Professional Services

Employment

Scott A. Jackson - Assistant Men's Basketball Coach, Wellness & Athletics, effective July 1, 2014 – June 30, 2015, annual salary of \$4,000.

Elizabeth M. Kasey - Athletic Web Manager/Photographer, Wellness & Athletics, effective July 1, 2014 – December 18, 2014, salary of \$5,000. Ms. Kasey fills the position vacated by the resignation of Jordan Carter.

James D. Richards, Jr. - Transcript Evaluation Specialist, Enrollment Services, effective June 9, 2014 – July 30, 2014, based on an annual salary of \$27,310, experiential credit given. Mr. Richards fills the position vacated by the resignation of Morrissa Adams.

Brendan J. Walker - Assistant Coach, Men's Basketball, Wellness & Athletics, effective June 9, 2014 – June 30, 2014, salary of \$1,149.82. Mr. Walker fills the position vacated by the resignation of Jordan Carter.

Reclassification

Candy S. Ash - From Senior Administrative Assistant, TAFB, to Coordinator I, Military Services, TAFB, effective July 1, 2014, annual salary of \$38,229.

Naisy M. Dolar - From Program Coordinator, Florida TRADE Grant, to Program Manager, Florida TRADE Grant, effective July 1, 2014, annual salary of \$42,345.

Wes R. Keene - From Interim Chair, Social Sciences, to Chair, Social Sciences, effective July 1, 2014 – June 30, 2015, annual salary of \$69,231. (Correction to annual salary, reported incorrectly in the May Personnel Recommendations.)

Reemployment

Kyle A. Ediger-Peck - Head Volleyball Coach, Wellness & Athletics, effective July 1, 2014 – June 30, 2015, annual salary of \$22,000.

Alex G. Kubal - Assistant Baseball Coach, Wellness & Athletics, effective July 1, 2014 – June 30, 2015, combined annual salary of \$30,000.

Austin B. Mefford - Assistant Women's Basketball Coach, Wellness & Athletics, effective July 1, 2014 – June 30, 2015, annual salary of \$20,000.

Edward A. Revell - Assistant Baseball Coach, Wellness & Athletics, effective July 1, 2014 – June 30, 2015, annual salary of \$5,000.

Kevin A. Tolar - Assistant Baseball Coach, Wellness & Athletics, effective July 1, 2014 – June 30, 2015, annual salary of \$5,000.

Brendan J. Walker - Assistant Men's Basketball Coach, Wellness & Athletics, effective July 1, 2014 – June 30, 2015, annual salary of \$16,000.

Volunteer

Scott A. Jackson - Assistant Men's Basketball Coach, Wellness & Athletics, effective June 9, 2014 – June 30, 2014, no salary.

Career Services

Employment

Douglas L. Brown - Part-Time Auxiliary Service Worker 1 (Grade 1), Math Lab, Mathematics, effective May 13, 2014, hourly rate of \$8.59, experiential and educational credit given.

Nicole D. Childree - Senior Administrative Assistant (Grade 10), Natural Sciences, effective June 30, 2014, hourly rate of \$11.62, experiential and educational credit given. Ms. Childree fills the position vacated by the resignation of Marilyn Bowen.

Cassandra E. Graham - Lifeguard (Grade 3), Wellness & Athletics, effective June 30, 2014, hourly rate of \$8.30.

Sue A. Sailors - Lifeguard (Grade 3), Wellness & Athletics, effective June 9, 2014, hourly rate of \$8.30.

Conroy A. Williams - Groundskeeper (Grade 6), Maintenance & Operations, effective July 7, 2014, hourly rate of \$10.42, experiential credit given. Mr. Williams fills the position vacated by the promotion of Michael Merlo.

Resignation

Don A. Costa - Custodian (Grade 6), Maintenance & Operations, effective June 17, 2014.

Joseph Rozier - Testing Assistant (Grade 9), E-Learning, Student Affairs, effective July 22, 2014.

Following review of the professional and career personnel recommendations, Mr. McKnight moved and Ms. Kirvin seconded approval as presented. The vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.

Contract Ratifications

4.2 Trustees were asked to approve Contract Ratifications. Following review of the contract ratifications, Mr. McKnight moved and Ms. Patronis seconded approval as presented. The vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.

June 2014 Monthly Overloads & Summer 2014 Session C Overloads

4.3 Trustees were asked to approve June 2014 and Summer 2014 Session C Monthly Exceptional Overloads. Following review of the June 2014 and Summer 2014 Session C Monthly Exceptional Overload recommendations, Ms. Dunn moved and Ms. Patronis seconded approval as presented. The vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.

Inventoried Property

4.4 Trustees reviewed a listing of items determined to be obsolete or worthless by the property custodians, and they were asked to authorize disposal of the items.

Ms. Patronis moved and Mr. McKnight seconded approval as presented. The vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.

Final Approval of Changes to Manual of Policy 4.5

Trustees were asked to provide final approval for the following Manual of Policy revisions:

Policy 5.305, Firearms and Weapons Usage

This policy was created to address changes in Florida laws in regard to the possession of firearms/weapons on college campuses and the allowed exceptions.

Policy 6.047, Workplace Violence

This policy is being edited to remove the weapons reference that is now part of MOP 5.305.

Mr. Warriner moved to accept the recommendations as presented. Ms. Dunn seconded, and the vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.

Approval of Budget Amendments to the Restricted Current Fund (Fund 2) 4.6

Trustees were asked to approve the following amendments:

Budget Amendment J1500007, Criminal Justice Selection Center
Budget Amendment J1500009, Veteran's Business Outreach Center

Budget Amendment J1500010, duPont Onsite Academic Support Improves Success Program

Dr. Holdnak explained that these amendments are from external grant funds that begin after the regular College budget year begins. Mr. Mercer stated that the Criminal Justice Selection Center and the Veteran's Business Outreach Center are recurring grants, while the duPont Onsite Academic Support Improves Success Program is a new grant.

Dr. Holdnak recommended approval of the budget amendments to the Restricted Current Fund (Fund 2) for 2014-15. Mr. McKnight moved and Mr. Tannehill seconded approval of the amendments as presented. The vote was recorded as follows: Crisp, aye; Dunn, aye; Kirvin, aye; McKnight, aye; Millaway, aye; Patronis, aye; Tannehill, aye; Warriner, aye; and Roberson, aye.

5. 2013-14 College Operating Budget 5.1

Trustees reviewed the Budget/Financial Activity Report for fiscal year 2013-14 as of May 31, 2014. Dr. Holdnak stated that a new layout for the College operating budget would be available by the September meeting. Mr. Mercer gave a brief overview of the

2013-14 College operating budget and reported good standing for the 2014-15 budget year. Mr. Tannehill thanked Mr. Mercer and those involved in preparing the 2014-15 budget.

- | | | |
|-----------------------------|------------|--|
| President's Report | 5.2 | Dr. Holdnak shared with trustees some recent activities, including professional development opportunities and regional economic development. |
| 6. Good of the Order | 6.1 | Trustees were invited to attend various College events. |
| 7. Adjournment | 7.1 | The meeting was adjourned at 10:48 a.m. |

Secretary

Chairman