

FINAL
MINUTES
REGULAR MEETING
DISTRICT BOARD OF TRUSTEES
GULF COAST COMMUNITY COLLEGE

August 20, 2009

10:00 a.m.
Student Union West, Room 306

Members Present: Charles S. Isler, III (presiding), Denise D. Butler, William C. Cramer, Jr., Karen L. Durden, Dan A. Estes, Dr. Stephen C. Myers, William C. Sumner, Dr. Jim Kerley, and Derrick Bennett

Members Absent: J. Allen Cox and Linda R. Wood

- 1. Call to Order**
 - 1.1** Chair Isler called the meeting to order at 10:00 a.m.
- Invocation**
 - 1.2** Dr. Kerley gave the invocation.
- Pledge of Allegiance**
 - 1.3** Mr. Sumner led those present in the pledge of allegiance to the American flag.
- Welcome to Guests**
 - 1.4** Chair Isler welcomed Commander Jessica Pfefferkorn, United States Navy; Dr. Amal Sidani-Tabbaa, president of the GCCC Foundation; Ms. DeeAnn VanDerSchaaf, chair of the Faculty Council; Ms. Lisa Keeton, chair of the Professional Employee Council; and Ms. Jamilla Pasha, president of the Student Activities Board.
- Hearing of Citizens**
 - 1.5** No citizens answered the call to appear before the board.
- Approval of Minutes**
 - 1.6** Ms. Durden made a motion to approve the minutes of the board's regular meeting of July 16, 2009, as distributed. Mr. Sumner seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Estes, aye; Myers, aye; Sumner, aye; and Isler, aye.
- Special Presentations**
 - 1.7** Chair Isler read a resolution honoring William C. Cramer, Jr. and expressed the board's appreciation for his exemplary service on the District Board of Trustees from July 1987 until June 1995, and again from July 1999 until July 2009; 15 years of which he served in the capacity of chair of the board.

Dr. Kerley expressed his appreciation to Mr. Cramer for his service and support and recognized him for the mark he has put on this college. Mr. Cramer in turn stated what an honor it has been to be associated with this community college. Chair Isler requested board approval to dedicate the SUW306 Seminar Room to Mr. Cramer by naming it the William C. Cramer, Jr. Seminar Room. Ms. Durden made a motion to approve the dedication. Ms. Butler and Mr. Estes seconded and the vote was recorded as follows: Butler, aye; Cramer, abstained; Durden, aye; Estes, aye; Myers, aye; Sumner, aye; and Isler, aye.

2. Attorney's Report

2.1.1 Attorney Bennett pointed the trustees to the sealed envelopes in their packets outlining his summary of the evaluation of Dr. Kerley as it will be submitted to the State. Overall Dr. Kerley was rated as excellent. Dr. Kerley echoed Mr. Cramer's comments that it is an honor to be associated with the college.

2.1.2 Chair Isler asked Attorney Bennett about the terms of Dr. Kerley's new contract coming up for renewal in June 2010. Attorney Bennett explained the contract is essentially the same with the added option of renewing it for four instead of three years. Income will remain the same over the term of the contract, and Dr. Kerley has stated he will not accept a possible increase. Ms. Durden made a motion to renew Dr. Kerley's contract with the exception of extending it to four years instead of three. Mr. Sumner seconded. Mr. Cramer expressed concern there had not been opportunity to hear from other constituents, like faculty and staff. He made a motion to first do an anonymous survey and vote on the contract next month. Dr. Meyers seconded and the vote was recorded as follows: Butler, nay; Cramer, aye; Durden, nay; Estes, nay; Myers, aye; Sumner, nay; and Isler, nay. Vice Chair Butler brought Ms. Durden's original motion to extend Dr. Kerley's contract for four years back on the table, and the vote was recorded as follows: Butler, aye; Cramer, nay; Durden, aye; Estes, aye; Myers, nay; Sumner, aye; and Isler, aye.

2.1.3 Attorney Bennett requested approval to retain Evan Carb as Special Counsel for a Wireless Contract. Mr. Carb's legal practice specializes in FCC license associations. The college will only provide him with issues relating to FCC and put together the best possible bid package themselves. Ms. Butler made a motion to retain Mr. Carb as special counsel. Mr. Estes seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Estes, aye; Myers, aye; Sumner, aye; and Isler, aye.

2.1.4 Attorney Bennett reported that negotiations continue with Mr. Don McClure from Southport, where the college's North Bay Firing Range is located. A meeting has been scheduled with Mr. McClure and his insurance company and the college is hoping for a successful resolution. Attorney Bennett referred the trustees to the *FL Commission Guide on Sunshine Law* brochure and stated that every new trustee is to receive a

more elaborate guide from his office. Please contact Attorney Bennett with questions on the Sunshine Law or if an additional copy of the guide book is needed.

Next Meeting 2.2 The next regular meeting for the District Board of Trustees was set for 10:00 a.m. EST, Thursday, September 3, 2009, at The Gulf/Franklin Center in Port St. Joe. Dr. Kerley reminded the board that we honor Mr. Cox for his excellent service at the September meeting.

3. SAB Report 3.1 There were no items for discussion.

4. Action Items 4.1 Final approval was requested of proposed Manual of Policy section 2.144, Dismissal of a Member of the District Board of Trustees. Ms. Durden made a motion to approve the new policy. Mr. Estes seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Estes, aye; Myers, aye; Sumner, aye; and Isler, aye. Attorney Bennett explained that this section has been simplified in an attempt to match Florida State Law and will be submitted for approval at the State level.

**Construction
Delivery
Methodologies** 4.2 Mr. Mercer made a recommendation to proceed with developing a Request for Proposal (RFP), including the selection process, to secure Construction Manager (CM) services for the construction of the Advanced Technology Center (ATC). College staff has reviewed 25 other community college construction projects using the CM methodology and believes this to be the best option considering the size and complexity of the ATC project. For a flat fee negotiated upfront, the CM will be involved from the design construction phase on to ensure the best product for the best price. Florida Architects, architects for the ATC Building, have extensive experience with the CM process and usually negotiate a 6 percent fee for the CM. Mr. Cramer requested that Florida Architects appear before trustees at the next meeting to elaborate on their experience with the CM methodology before making a decision on this.

4.3 Approval was requested to enter into an agreement with Bay County and Bay District Schools in a project to extend fiber optic cable from Ninth Street in Lynn Haven to the Public Safety/Emergency Operations Center (EOC). GCCC's part of the \$360,000 total will be \$16,000. Bay District Schools will contribute \$44,000 and the rest will be borne by Bay County. Mr. Daniels explained this would be an extension of the fiber that was previously put in by Bay District Schools and Bay County for the Advanced Traffic Management System. The College's contribution is relatively small and will allow for major bandwidth between the college and the EOC. GCCC will run on the Bay District fiber from GCCC to Lynn Haven where the connection will be made to the new fiber. In return, GCCC will provide a small backup area at the EOC for Bay District Schools Information technology.

Ms. Durden made a motion to approve the agreement. Mr. Estes seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Estes, aye; Myers, aye; Sumner, aye; and Isler, aye.

4.4 Approval was requested for Change Order #1 to the Student Union East Air Handler Project granting a 75-day extension. Ms. Butler made a motion to approve the change order. Mr. Estes seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Estes, aye; Myers, aye; Sumner, aye; and Isler, aye.

4.5 Approval was requested to purchase a new Unisys Administrative Server with a 36 month software license and pre-paid maintenance with the option of one year renewals. This option will be 77 percent of the cost of extending the current license with our existing equipment. The college's operating system license will expire in November 2009, and IT staff is currently exploring other administrative software systems available. If the college decides to convert to a different administrative software system, this option will allow for enough conversion time. If the conversion is not completed within 36 months or if the college wishes to continue using the existing system the new contract can be extended one year at a time. Mr. Cramer made a motion to approve the purchase. Mr. Sumner seconded, and the vote was recorded as follows: Butler, aye; Cramer, aye; Durden, aye; Estes, aye; Myers, aye; Sumner, aye; and Isler, aye.

5. President's Report

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

- New programs developed with grant money
- Successful Health Sciences Building ribbon-cutting ceremony
- Mr. Isler, Ms. Durden and Dr. Kerley are members of Blue Ribbon Committee with FSU
- Productive meetings with Ken Shaw, the new dean at FSU PC
- GCCC & FSU PC administrative meetings scheduled in September to explore joint marketing and recruiting options
- First baccalaureate program as state college will be brought forward in October.
- Will update the board in September on college's relationship with Chamber of Commerce and Environmental Development Alliance with regard to the ATC Building.
- Will present a report card to the board in September on the College's five-year strategic plan.

5.1.2 Dr. Kerley provided trustees with information on global issues and events.

6. Good of The Order

6.1 Dr. Kerley referred to the GCCC Events this summer as listed on the agenda:

- HealthSouth Stroke Conference, August 22, 2009, 8:30 a.m., Gibson Lecture Hall, Student Union East
- Community Health Care Reform Forum, August 28, 2009, 5:30 p.m., Amelia Center Theatre, Visual & Performing Arts Building
- Respiratory Care Seminar, August 29, 2009, 9:00 a.m., Student Union East Conference Center
- Planning on inviting group of local doctors to tour the renovated Health Sciences building.
- Invitation to join in celebration honoring Mr. Cramer directly following the meeting.

7. Adjournment

7.1 The meeting was adjourned at 11:25 p.m.