



# BROWARD COMMUNITY COLLEGE

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Office of the president

To: Members of the Board of Trustees

From: J. David Armstrong Jr., President

Date: June 25, 2008

Place: Regular Meeting of the Board of Trustees  
Broward Community College  
Willis Holcombe Center, Boardroom 1208  
111 East Las Olas Boulevard  
Fort Lauderdale, Florida

Subject: Agenda Item III - Approval of Minutes

This item contains the minutes of the regular board meeting held on May 28, 2008.

RECOMMEND APPROVAL

**THESE MINUTES ARE TENTATIVE AND WILL NOT BECOME OFFICIAL UNTIL  
APPROVED BY THE BOARD AT A SUBSEQUENT MEETING**

**BROWARD COMMUNITY COLLEGE  
Minutes of the Regular Meeting of the Board of Trustees  
May 28, 2008**

**PRELIMINARIES**

Chair Garrido recognized President Armstrong who welcomed everyone to the May Board of Trustees meeting. Chair Garrido asked Nancy Calderon to lead the Pledge of Allegiance.

Interim Vice President of Academic Affairs, Donna Henderson, introduced the faculty in attendance. Vice President of Student Affairs, Angelia Millender, introduced the students in attendance. Ms. Jillian Printz stated there were no media present at this time; however, Ms. Printz indicated that Natalie McNeal from the Miami Herald would be joining the meeting later. President Armstrong indicated there were no retirements.

**RECOGNITION OF PHI BETA LAMBDA STUDENTS**

Dr. Dianne Ruggiero, Interim Dean of Academic Affairs, came to the podium to acknowledge the Phi Beta Lambda members who won awards at the recent 58<sup>th</sup> Annual Florida Leadership Conference in Tampa. Eighteen students will be going on to the competition in Atlanta. The faculty advisors for Phi Beta Lambda are Professor Kathy Montesarchio and Professor Alan Applebaum. Dr. Ruggiero indicated that BCC had 28 students in the competition and all 28 students won awards, which included 11 first place, 5-second place awards, 13-third place, 6-fourth place and 3-fifth place awards. Professor Montesarchio came to the podium. She discussed the fundraising events held by the students and indicated that the students raised enough money to go to New York for educational enhancement purposes. Students came to the podium to introduce themselves and talked about the awards they received. President Armstrong congratulated the students and faculty on this accomplishment.

**RECOGNITION OF DONOR**

President Armstrong introduced Executive Director of the BCC Foundation, Nancy Botero. The Chairman of the BCC Foundation Board of Directors, Mr. Lloyd Rhodes, came to the podium and introduced Ms. Ellen Aguilar, who was a BCC graduate. Ms. Aguilar presented a check for \$10,000 towards the total donation pledge of \$50,000, spoke about her positive experience while a student at BCC, and thanked the staff and professors for their support and encouragement during that time.

**MEETING CALLED TO ORDER**

The regular meeting of the Board of Trustees of Broward Community College was called to order at 1:30 p.m. on Wednesday, May 28, 2008 at the Willis Holcombe Center, Boardroom 1208, 111 East Las Olas Boulevard, Fort Lauderdale, Florida. In attendance were Chair Lourdes Garrido, Vice-Chair Paul Tanner, Trustee Levi Williams (joined meeting late), Trustee Georgette Sosa-Douglass, Trustee Sean Guerin, College Attorney Kevin Fernander and President Armstrong.

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**II. APPROVAL OF AGENDA AND ACKNOWLEDGMENT OF PUBLIC NOTICE**

A motion was made and seconded by Mr. Tanner/Ms. Douglass to approve the agenda and public notice of the regular meeting of the Board of Trustees held on May 28, 2008, and it passed unanimously.

Mr. Fernander indicated that Items VI-J and VI-K were being pulled from the agenda.

**III. APPROVAL OF MINUTES**

A motion was made and seconded by Ms. Douglass/Mr. Tanner to approve the following:

- Minutes of the Special Meeting of the Board of Trustees of March 12, 2008
- Minutes of the Regular Meeting of March 26, 2008
- Minutes of the Student Forum of March 26, 2008
- Minutes of the Regular Meeting of April 23, 2008
- Minutes of the Special Meeting of May 1, 2008

The motion passed unanimously.

**IV. CONSENT AGENDA ITEMS**

- A. Human Resources
  - 1. Employment of full-time and part-time Personnel
  - 2. Resignation and Termination of Personnel (**Pulled – Ms. Douglass**)
- B. Purchasing
  - 1. Disposal of Property-Authorize disposal, donation or sale by Bid of surplus property assets (None)
- C. Contracts
  - 1. General (None)
  - 2. Construction/Facilities (None)
  - 3. Summary of Economic Development Contracts
  - 4. Summary of Rentals of Bailey Hall/Omni (**Pulled – Ms. Douglass**)
  - 5. Summary of Student Life Contracts
  - 6. Summary of Consultants/Performances Contracts
  - 7. Summary of Health Science Affiliation Agreements
  - 8. Summary of Articulation Agreements (**Pulled – Mr. Guerin**)
  - 9. Ratification of Previously Approved Contracts (**Pulled – Ms. Douglass**)
- D. Student Receivable Debt Reduction (**Pulled – Ms. Douglass**)
- E. Budget Amendments
  - 1. General Current Fund Amendment #11 (**Pulled – Ms. Douglass**)
  - 2. Student Activities –Amendment #7
  - 3. Unexpended Plant Fund – Amendment #5 (**Pulled – Ms. Douglass**)
- F. Warrants
  - 1. April 2008 warrants for payroll and accounts payable expenditures

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- G. Curriculum Committee Recommendations
  - 1. Air Traffic Control Program; Biotechnology; New Computer Applications Course; Fourteen new courses in Criminal Justice; Two new programs in Computer Science (**Pulled – Ms. Douglass**)
- H. Donations (None)

A motion was made and seconded by Mr. Tanner/Mr. Guerin to approve the items not pulled from the consent agenda, and it passed unanimously.

V. **ITEMS REMOVED FROM CONSENT AGENDA:**

The following items were pulled from the consent agenda for discussion.

**Item IV-A-2 – Resignation/Termination of Personnel** – Ms. Douglass expressed condolences to the family of Loretta Coffey-Thom.

**Item IV-C-4 – Rentals Bailey Hall/OMNI/Performing Arts** – Ms. Douglass inquired about raising the rental rates and fees for our facilities. President Armstrong indicated he is looking into this and stated that this generates good revenue for the college.

**Item IV-C-8 – Articulation Agreements - Family Central** – Mr. Guerin commented on the outstanding feedback regarding this item.

**Item IV-D – Student Receivable Debt Reduction** – Ms. Douglass expressed condolences to the family of Carol Nagy. Ms. Douglass asked President Armstrong if the college sends condolences to the family of the decedent, and President Armstrong stated that this was the case.

**Item IV-E-1 – General Current Fund – Amendment #1** – Ms. Douglass asked for clarification of “SPD” as indicated on the green sheet. President Armstrong responded this stands for “Staff and Program Development.”

**Item IV-E-3 – Unexpended Plant Fund – Amendment #5** - Ms. Douglass asked about the status of the \$75,000 set aside for the Graves Museum. President Armstrong stated this would be addressed later on the agenda.

**Item IV-G – Curriculum Committee Recommendations** - Ms. Douglass stated there was some confusion as to whether the computers were being purchased once or twice and how the labs fees were being charged to the students. President Armstrong explained that the life span of the computers is two years and the students are not being charged twice.

Trustee Williams joined the meeting at this time.

A motion was made and seconded by Ms. Douglass/Mr. Tanner to approve the items pulled from the consent agenda and it passed unanimously.

VI. **ACTION ITEMS** - A motion was made and seconded by Ms. Douglass/Mr. Tanner to move Items VI-F, VI-G and VI-H to the beginning of the Action Items and it passed unanimously.

**Item VI-F-Recommendation of CM at Risk for Building 6 Remodel & Addition** – Mr. Francisco Hoyos came to the podium to discuss this item. Mr. Hoyos indicated that Cartaya and

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Associates is working on the drawings. Mr. Hoyos introduced Mr. Michael Kaufman, Merle Perry and Lisa King. President Armstrong stated that it is now customary to obtain references for all firms. Mr. Michael Kaufman, President and Owner of Kaufman Lynn came to the podium. He stated that his firm had built numerous higher educational and cultural complexes and his expectation was to deliver this project on time and on budget. Mr. Kaufman thanked the Board for approving this contract.

A motion was made and seconded by Mr. Tanner/Mr. Guerin to approve this item and it passed unanimously.

Ms. Douglass inquired about the sustainability policy on construction projects requiring recycling of building materials. Mr. Hoyos stated that this is a requirement on all projects.

**Item VI-G-Recommendation of CM at Risk Firms** - Mr. Hoyos introduced Mr. Jonathan Graham of Horus Construction Services, Mr. Joe Easton of T&G Constructors, Mr. Thomas Carney of Construction Consulting, Inc. and Sasha Ubanja of Fast Track Consulting. Mr. Hoyos explained that this item is a recommendation for the selection of firms for CM at Risk Services for minor projects ranging from \$0 to \$1,000,000.

Ms. Douglass indicated that she had received a letter from Imperial Electric that stated they had been doing business with the college for 20 years, and it was implied that there was an expectation of continued employment. Ms. Douglass further stated that this is the reason why these contracts should go out for bid. Mr. Guerin stated that if a firm lives up to expectations and the projects are well-managed by the college, there is no reason not to award the contract. Mr. Williams stated that our goal is to increase diversity in expending discretionary funds. President Armstrong suggested a future workshop on increasing diversity and commended the staff for a good job in reaching out and recommending these three firms. Ms. Garrido stated the key is to improve outreach in order to create a good pool to draw from. President Armstrong and Mr. Tanner offered congratulations to Francisco Hoyos and William Pennell for the addition of new and talented firms. Mr. Hoyos stated that his department would be working with Alex Denis in Procurement to track funds expended to all three companies to make sure each company receives an equal share of business.

A motion was made and seconded by Mr. Tanner/Ms. Douglass to approve this item and it passed unanimously.

**Item VI-H- Recommendation for College-Wide Civil Engineering/Testing Services-** This item is a recommendation of three firms for college-wide engineering and testing services. Mr. Hoyos introduced Mr. Javier Rodriquez from R. J. Behar & Company, Mr. Dan Tinter and Ms. Angelina Rosenberg from Miller Legg and Richard Brown and 2 other members of EAC Consulting. Ms. Douglass asked Mr. Hoyos if he intended to use the same theory regarding these firms to which Hoyos replied affirmatively. These are all Broward firms with good reputations.

A motion was made and seconded by Ms. Douglass/Mr. Guerin to approve this item, and it passed unanimously.

President Armstrong acknowledged the "Professors of the Year" including Professor Claudia Sahagun, Professor Alan Applebaum, Professor Robert Fusco, Professor Jodie Fry and Dr. Jeanette Madea. President Armstrong talked about their many accomplishments and contributions to BCC.

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**Item VI- A - City of Fort Lauderdale Parking Garage-Renewal of Contract** - This item is a renewal of the annual parking permit agreement with the City of Fort Lauderdale. There was discussion about the suggestion of a joint venture for a parking garage next door in the parking lot. President Armstrong indicated he was meeting with President Brogan next week and he will discuss this at that time. President Armstrong stated that this contract reflects no increase in price.

A motion was made and seconded by Ms. Douglass/Mr. Tanner to approve this item, and it passed unanimously.

**Item VI-B – FAU/BCC Library Agreement** - This item is a renewal for services between BCC and FAU for the University/College Library located on Central Campus. Miguel Menendez came to the podium. He stated that an arrangement was worked out limiting library hours that will save a total of \$250,000, \$100,000 for FAU and \$150,000 for BCC. President Armstrong stated that the county is experiencing budget cuts that will affect libraries and that FAU has decided to cut back on their portion of library funds at Central Campus. Barbara Pippin attended a session regarding this matter and worked hard to protect our interest in trying to prevent large cuts in library services. Mr. Williams inquired as to the amount it costs BCC to run the library. Mr. Menendez stated it was \$2,700,000. Discussion ensued regarding costs of operation. Mr. Fernander stated that we are in the process of negotiating a default addendum. There was further discussion about innovative and creative cost-cutting ideas for the college.

A motion was made and seconded by Ms. Douglass/Mr. Tanner to approve this item and it passed unanimously.

**Item VI-C-Baccalaureate Nursing Degree/Bachelor of Applied Science** – This item is a recommendation to the Board for submission of a Letter of Intent to the State seeking permission to develop proposals to expand BCC’s baccalaureate offerings to include the Bachelor of Applied Science (B.A.S.) degree and Bachelor of Science (B.S.N.) degree in nursing.

President Armstrong stated that these programs will be starting in January and the process requires us to inform the Commissioner of Education and the Chancellor via a Letter of Intent that we are studying the possibility of additional Bachelor’s programs. Dr. Barbara Bryan came to the podium and introduced some of her team members. Mr. Williams suggested that we include a component to facilitate automatic hiring of program graduates with some of the listed partners. President Armstrong said we would work on that with our advisory teams.

The meeting was temporarily recessed at 2:35 p.m. and was reconvened at 2:50 p.m. Mr. Williams left the meeting at this point.

Dr. Bryan gave a visual presentation indicating that BCC’s recommendation would be to pursue the Bachelor’s of Applied Science in three program areas, including Technology Management, Information Management and Supervision Management. These courses will be marketed to students who are already in the field, offering an opportunity for them to increase wages and advance in these areas. Dr. Bryan continued with the presentation to inform the Board about the new program.

Dean Gregory Ferenczak came to the podium to talk about the Bachelor of Science in Nursing. He explained that this degree is going to be designed to provide an opportunity for our Associate Degree nursing graduates and other nurses in Broward County to earn a Bachelor’s Degree. There are only three other community colleges in Florida that offer B.S.N programs. Dean

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Ferenchak indicated that BCC's average passing rate for our graduates is 94%. Dean Debbie Papa presented a survey that was conducted of students already enrolled in the nursing program, and these students indicated great interest in pursuing the Bachelor's Degree in nursing. The presentation continued and further updated the board on the survey and the B.S.N. program. Dean Papa spoke about the advantages of the program and indicated that our local university partners are supportive of this program for articulation to the next level of a Master's degree. President Armstrong stated he would be meeting with Nova Southeastern and FAU. Discussion ensued regarding SACS requirements and necessary credentials.

A motion was made and seconded by Mr. Guerin/Mr. Tanner to approve this item and it passed unanimously.

**Item VI-D-CIGNA (1) 2008 ASO Agreement/ Item VI-D-CIGNA (2) Stop Loss Contract**

**Item VI-E-Express Scripts** - President Armstrong called on Lloyd Rhodes to come to the podium. Mr. Rhodes indicated that we now have contracts in place that protect the college and provide a continuing successful relationship with our health care providers. Discussion ensued regarding students being able to buy in to our health care plan. Mr. Fernander thanked Mr. Rhodes for his efforts and assistance in finalizing these contracts.

A motion was made and seconded by Ms. Douglass/Mr. Tanner to approve these items and it passed unanimously.

**Item VI-I – Increase of Student Tuition** – This item is a recommendation for a 6% increase in student tuition for the 2008-2009 school year. President Armstrong gave some background regarding the tuition increase and indicated that students who qualify for need-based financial aid will be eligible to have this tuition increase covered, as well as the Pre-paid College Program and the Bright Future Scholarships. President Armstrong stated our goal was to maintain quality services to our students and accommodate growth. Barbara Pippin came to the podium to discuss student support of the tuition increase. A motion was made and seconded by Mr. Tanner/Ms. Douglass to move for discussion. Mr. Guerin stated that although this was not an easy decision, it was necessary. Mr. Tanner agreed and stated that the value of an education at BCC justifies a very modest increase. Ms. Douglass stated that President Armstrong is doing everything he can to cut costs and that the increase in tuition is being balanced by sacrifices made throughout the college. She congratulated President Armstrong on his hard work in bringing to us the best practices. President Armstrong thanked all the employees, faculty and students for their support.

A motion was made and seconded by Mr. Tanner/Ms Douglass to approve this item and it passed unanimously.

**VII . COLLEGE PRESENTATION – Distance E-Learning**

Russ Adkins, AVP of Instructional Technology, came to the podium and explained that e-learning provides the students with flexible and convenient options for learning. The enrollment in the program has increased 30% per year for the past three years, contributing to overall campus enrollment growth. BCC is providing students with competitive and low-cost on-line courses, degrees and certificates. Mr. Adkins then called upon several faculty members to discuss various areas, including Yaping Gao, Professor Mary Diaz, Professor Sharon Rifkin, Professor Mirella Baker-Bemmel, Professor David Schulman, Donna Henderson, Deadra Johnson, Michele Marshall and Amanda Diaz, an on-line student. Mr. Adkins thanked faculty and staff.

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President Armstrong informed the Board that he received notice from Chancellor Holcombe that the Governor has signed the bill that will officially change the college's name to Broward College effective July 1, 2008, and displayed the new logo.

**VIII. INFORMATION ITEMS**

**A. Project Status Report** – No discussion.

**B. Third Quarter Financial Statements** – No discussion.

**C. Information Items** – President Armstrong talked about his planned trip to Ecuador to attend the graduation. He noted that we are looking for potential partners in Peru, Argentina, Colombia, Brazil and Chile.

President Armstrong stated there was some information on the Graves Museum and the photographic inventory.

**D. President's Report** – President Armstrong acknowledged the two winners of the Jack Kent Cooke Scholarships.

President Armstrong gave an update on the asset inventory process.

President Armstrong spoke about the dedication of the plaza.

**E. Board Comments** – Mr. Tanner thanked Susan Barnett for hosting the third grade class at St. Marks School and spoke about his attendance at the Fort Lauderdale High School graduation.

Ms. Douglass thanked President Armstrong for his leadership and the changes that are being implemented at the college. Ms. Douglass requested that Mr. Pennell bring the sustainability policy to the next round of policy presentation to the Board.

**IX. ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 4:45 p.m.

*/s/tember*

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J. David Armstrong, Jr.  
President, Broward Community College

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Lourdes Garrido  
Chair, Board of Trustees

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