

REGULAR MEETING

January 28, 2008

Crane Point Hammock

Marathon

6:30 P.M

PRESENT: Trustees: Goodman, Henderson, Bassett, Scales, Slate; Attorney DeVane; President Boyle; Provost Shaffer; VP: Toppino, Kehoe; Staff: Estenoz, McPherson, MacWilliams, Snyder, Dinkel, C. Malsheimer, Tomak, Shaffer, Bunch, Jason, Cherry, Harrison, Martin,

Guests: A. O'Bannon, J. Guerra

The Meeting was called to order by Chairman Scales

APPROVAL OF THE AGENDA

Moved Goodman, seconded Bassett to approve the Agenda with the addition of Site Designation, under Administrative and Business Services.

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

APPROVAL OF THE MINUTES

Moved Henderson, seconded Bassett to approve the minutes of November 26, 2007.

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

PRESIDENT'S HIGHLIGHTS

- President Boyle introduced Dr. Shaffer and Dr. Kehoe.
- Enrollment is up 6%, we are at 308 FTE, and we met our budget prior to meeting our FTE goal because of an increase in out-of-state students. We have over 2000 leads from all over the country, and are very optimistic about Fall Enrollment.
- We have an Annual Report from the Florida Keys Educational Foundation, for the first time.
- Our New logo concept book is in.
- Our Nursing Students passage rate for the NCLEX-RN was 92.6%.
- MGT Study, we got a preliminary report back, we have asked them to go back and change some incorrect data.

CONSENT AGENDA**CONSENT AGENDA**

Moved Slate, seconded Bassett to approve the Continuing Ed Workforce Fees, as per separate attachment (Suppl. Min. Book)

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

Moved Henderson, seconded Bassett to approve the Disposition of Property, as per separate attachment (Suppl. Min. Book).

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

PRESIDENT'S AGENDA**ATTORNEY REPORT**

-Attorney DeVane explained to the Board the Administrative Procedures Act, Chapter 120. Because one of the Board of Trustees will be chosen as the Hearing Officer, the Board cannot hear from anyone on a subject that could possibly come back to them, as it would taint the process. The Hearing Officer will be asked to make a recommendation which would then go back to the Board for consideration of that recommendation. Since there is someone here tonight, who is requesting to speak, on a Personnel Action, it is the recommendation from Attorney DeVane that the Board deny the request to speak.

-Ann Henderson wanted it noted in the minutes that she was not a part of the last Administrative Hearing at the College. Carey Goodman was the only Board Member that was a member of the Board at that time.

1ST. GENERATION IN COLLEGE MATCHING FUNDS REQUEST

Moved Henderson, seconded Bassett to approve the 1st Generation in College, Matching funds request, as per separate attachment (Suppl Min Book).

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

HUMAN RESOURCES

Moved Goodman, seconded Slate to approved the personnel actions as follows:

FULL-TIME

Jose Pichardo - January 8, 2008, Succeed Grant, Technical Specialist EPI program, \$14.40, hourly, \$28,080 annually.

Richard Schmitt - January 7, 2008, Faculty, Marine Engineering, \$36,060 annually.

Laurel Webb - December 3, 2007, Staff Assistant, Health Professions, \$13.92, hourly, \$27,144 annually.

PART-TIME

Kevin McGarry - November 29, 2007, Part-time, Library Specialist, \$13.94, hourly. Approximately 20 hours per week.

STATUS CHANGES – Full-time

Juana Careaga - January 3, 2008. Added Responsibilities. Filling the role of Interim, Director, Learning Resources Center until the position is filled. \$ 52,916 annually pro-rated.

Robert Jason - January 10, 2008, Internal Movement. From Level B, Professional, (Program Advisor, Diving & Facilities Manager, Diving/Aquatics/PE) to Level E Administrative, (Director, Marine Technology), \$56,449 annually.

Gary Martin - December 10, 2007, Internal Movement. From Faculty, Marine Engineering, to Level E Administrative, (Vice Provost, Early College), \$61,256 annually.

Dr. Charles Shaffer - January 3, 2008, Internal Movement. From Faculty, Biology to Level G, Executive, (Provost) \$98,000 annually.

ADDITIONAL EMPLOYMENT: Current or returning employees filling temporary, part-time jobs

Ashley Ballester - December 15, 2007, Swim. Skills Coordinator, \$11.90, hourly, \$357 total.

Bob Guhl - December 7, 2007, Diving Technical Advisor, \$17.50, hourly, \$105 total.

Required for enactment of accident scenarios for training Army Corp and Diving Safety Inspector courses.

Michael Budde - December 7, 2007, Diving Technical Advisor, \$17.50 hourly, \$105 total.

Required for enactment of accident scenarios for training Army Corp and Diving Safety Inspector courses.

William Chalfant - December 7, 2007, Diving Technical Advisor, \$17.50 hourly, \$105 total.

Required for enactment of accident scenarios for training Army Corp and Diving Safety Inspector courses.

Randall Pekarik - December 7, 2007, Diving Technical Advisor, \$17.50 hourly, \$105 total.

Required for enactment of accident scenarios for training Army Corp and Diving Safety Inspector courses.

Howard Phoenix - December 7, 2007, Diving Technical Advisor, \$17.50 hourly, \$105 total.

Required for enactment of accident scenarios for training Army Corp and Diving Safety Inspector courses.

Todd Schultz - December 7, 2007, Diving Technical Advisor, \$17.50 hourly, \$105 total.

Required for enactment of accident scenarios for training Army Corp and Diving Safety Inspector courses.

Yury Rodriguez - January 3 –31, 2008 Part-time, Temp. Library Specialist. \$12.91 hourly.

Aurora Stevens - December 17, 2007, Part-time, Tutor, Student with Disabilities, \$15 hourly.

Yessica Ewing - Spring term, Part-time, Tutor, Student with Disabilities, \$15 hourly.

Approximately 6 hours per week

TERMINATIONS

Lori Kelly - December 20, 2007, Director, Learning Resources Center

Caroline McGuire - December 20, 2007, Library Specialist

Robert Smith - January 18, 2008, Program Director, Diving/Aquatics/PE

Tim Jones - January 28, 2008, Faculty, Marine Technology.

ADJUNCT / PART TIME INSTRUCTORS

As per separate attachments (Suppl Min. Book)

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

Moved Goodman, seconded Slate to deny the requests from Tim Jones, Jorge Rodriguez and Bob Shillinger to speak on Personnel Actions in respect of the employees substantive and procedural due process rights and the Administrative Procedure Act and on the advice of the Board Attorney.

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

PERSONNEL ACTIONS

PUBLIC INPUT REQUESTS

**FINANCIAL
STATEMENTS
NOV. AND DEC 2007**

**FOLLETT ANNUAL
REPORT
SITE DESIGNATION
FOR ALLIED
HEALTH BLDG.**

ADMINISTRATIVE & BUSINESS SERVICES

Moved Bassett, seconded Henderson to approve the Financial Statements for Nov. and Dec, 2008, as per separate attachment (Suppl Min. Book).

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

The Board tabled the Follett Annual Report until next month's meeting.

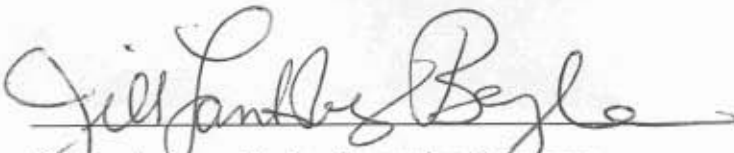
Moved Goodman, seconded Bassett to approve the College moving forward with a Site Designation for an Allied Health Building in the Upper Keys from the Florida Dept. of Education.

VOTING YES: Henderson, Bassett, Goodman, Scales, Slate

GOOD OF THE ORDER

Next Meeting February 25, 2008, Key West Campus.

The meeting adjourned.


Jill Landesberg-Boyle, Executive Secretary
and President



Edwin Scales, Chairman