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DRAFT

Agenda

District Board of Trustees Meeting
Edison State College – Lee Campus
Board Room (I-223) – Robinson Hall
June 28, 2011
4:00 p.m.

Pledge to Flag

Introduction of Guests and Public Comment

Administrative Reports:

SACS Report
(Presenter: Dr. Steve Atkins)

Dual Enrollment Report
(Presenter: Dean Mary Myers)
(Backup in rear pocket)

Edison Collegiate High School Report
(Presenter: Dr. Erin Harrel)
(Backup in rear pocket)

Faculty Senate Report
(Presenters: Dr. Steve Atkins and Prof. Don Ransford)

Vote to Take Action On:

1. Approval of Minutes
 - (a) Regular Meeting April 26, 2011 (Presenter: Mr. Vernon) (Page 1)
 - (b) Workshop May 24, 2011 (Presenter: Mr. Vernon) (Page 10)
 - (c) Regular Meeting May 24, 2011 (Presenter: Mr. Vernon) (Page 12)
 - (d) Workshop June 18, 2011 (Presenter: Mr. Vernon) (Page 16)
2. Approval of Rank Ordering for Architects for the Design and Engineering of an Addition and Renovation to Taeni Hall (Student Services) Building, Lee Campus, and Authorizing the Administration to Award Contract (Presenter: Mr. Nice/Board Liaison: Mrs. Mann) (Page 20)

3. Approval of the Academic Improvement Trust Fund Plan for FY 2011-2012
(Presenter: Mrs. Galloway/Board Liaison: Mr. Houghton) (Page 22)
4. Approval to Delete Courses Not Taught for Five Years
(Presenter: Dr. Atkins/Board Liaison: Mr. Houghton) (Page 28)
5. Approval to Write-off Delinquent Accounts
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 30)
6. Approval to Remove College Property from Inventory
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 33)
7. Approval to Transfer Unrestricted Fund Balance
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 45)
8. Approval of the Fiscal Year 2011-12 Budget and Operating Plans
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 47)
(Bound backup booklet in rear)
9. Authorize the College Administration to Contract with Edison State
College Financing Corporation to Manage Student Housing
(Presenter: Mrs. Doeble) (Page 48)
10. Approval of July 1, 2011 Salary Increases
(Presenter: Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 49)

PUBLIC HEARING

11. Approval to Revise College Policy 6Hx6:1.02 – Duties, Powers, and
Responsibilities of the President of the District
(Presenter: Mrs. Fairfax) (Page 50)
12. Approval to Revise College Policy 6Hx6:1.04 – Board Agendas
(Presenter: Mrs. Fairfax) (Page 52)

END PUBLIC HEARING

13. Approval of Dates, Time, and Locations for District Board of Trustees
Regular Meetings for 2011-2012 (Presenter: Dr. Walker) (Page 54)
14. Election of District Board of Trustees Officers for 2011-2012
(Presenter: Dr. Walker) (Page 56)

Consent Agenda:

15. Approval of Personnel Actions
(Presenter: Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 58)
(*Bound backup booklet in rear*)

Information Only:

16. Edison State College Monthly Financial Report
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 59)
17. Edison State College Collegiate High Schools Monthly Financial Report
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 63)
18. Edison State College's Direct Support Organizations' Investment Reports
(Presenters: Mrs. Doeble and Mrs. Galloway/Board Liaison: Mr. Houghton)
(Page 66)
19. Edison State College Foundation, Inc. 2011-2012 Budget
(Presenter: Mrs. Galloway/Board Liaison: Mr. Houghton) (Page 69)

Written Reports:

20. Fire Safety, Sanitation and Casualty Inspection Report (Page 75)
21. Monthly Report on Edison Collegiate High School – Charlotte (Page 90)
22. Monthly Report on Edison Collegiate High School – Lee (Page 92)

President's Comments

Board Members' Comments

Adjournment



DRAFT Minutes
Edison State College
District Board of Trustees Meeting
Lee Campus – Rush Auditorium J103
April 26, 2011
4:00 p.m.

Pledge to Flag

AGENDA ITEM: 1(a)

The District Board of Trustees of Edison State College met in Lee County, Florida on April 26, 2011 at 4:00 p.m. with the meeting called to order by Chairman, Chris Vernon.

Board Members Present: Ann Berlam
Washington Baquero
JoAnn Helphenstine
Mahlan Houghton, Jr.
Mary Lee Mann
Julia Perry
Randall Parrish
Chris Vernon, Chairman
Kenneth P. Walker, President
Fran Brennan, Recorder

Board Seated Guests: Mark Lupe, General Counsel
Robert Shearman, ESC Attorney-external

Introduction of Guests and Public Comment

The following members of the faculty and public addressed the Board with their comments:

1. Professor Ellie Bunting
2. Professor William Coughlan
3. Dr. Steven Maxwell
4. Professor Russell Swanson
5. Willie Filkowski
6. Dr. Judy Piesco
7. Kathleen Cherasia
8. Dr. Bill Wilcox

Administrative Reports:

Reaffirmation of Accreditation

- a. Compliance Certification Report
(Presenter: Dr. Edith Pendleton)
- b. Quality Enhancement Plan (QEP)
(Presenters: Dr. Thomas Rath, QEP co-chair
and Professor Kathy Clark, QEP co-chair)

*Update Regarding Potential Litigation and
Discrimination Investigation*

(Presenter: Mr. Bob Shearman, Attorney)

*District President's Six-Point Plan Update and his
Succession Plan* (Presenter: Dr. Kenneth Walker)

Dr. Walker presented a recap of his 20 years
of successful, strategic leadership, his Six-Point Plan
Update and Succession Plan.

Report from District Faculty Senate President

(Presenter: Professor Donald Ransford) (5 minutes)
Professor Ransford recapped the Faculty Senate
issues.

Vote to Take Action On:

Agenda Item #1. Approval of Minutes (Presenter: Mr. Vernon)

- (a) Regular Meeting February 22, 2011 (Page 1)
- (b) Special Meeting April 6, 2011 (Page 5)

MOTION by Randall Parrish, seconded by JoAnn Helphenstine to approve the minutes of the Regular Board meeting, February 22, 2011 and Special meeting, April 6, 2011 as presented. Approved unanimously. There was no March meeting.

Agenda Item #2. Election of Vice-Chairman (Presenter: Mr. Vernon) (Page 8)

Chairman Vernon opened the floor to nominate board members for the Vice-Chairman's seat. Washington Baquero nominated Mary Lee Mann and Chris Vernon nominated Ann Berlam. Ann Berlam deferred the nomination to Mary Lee Mann.

MOTION by Washington Baquero, seconded by Mahlan Houghton to approve the Election of Mary Lee Mann as Vice-Chairman. Approved unanimously.

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Agenda Item #3. Approval of the 2011-2012 Edison State College Capital Improvement Program (Presenter: Mr. Nice/Board Liaison: Mrs. Mann) (Page 9)

Steve Nice presented capital improvements projects for 2011-2012 for approval which prioritize the College's building program and provide projected funding budgets for five years based on expected needs (includes renovation, remodeling and new construction projects on a district-wide basis).

MOTION by Mary Lee Mann, seconded by Randall Parrish to approve the 2011-2012 Edison State College Capital Improvement Program as presented. Approved unanimously.

Agenda Item #4. Approval of Bond Resolution (Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 10)

The bond resolution requests that the Division of Bond Finance issue revenue bonds on behalf of Edison State College not to exceed \$7.9M. Steve Nice responded in the affirmative to adequate bond coverage for our projects. Gina Doeble informed the Board that capital improvement fees are tied to enrollment. Proceeds from the bonds will be designated for constructing an addition to Taeni Hall Building S – Lee Campus and adding classroom space to Building K – Charlotte Campus.

MOTION by JoAnn Helphenstine, seconded by Mary Lee Mann to approve the Bond Resolution as presented. Approved unanimously.

Agenda Item #5. Approval of the 2010-2011 Annual Equity Update Report (Presenter: Mrs. Fairfax and Dr. Theo Koupelis/Board Liaison: Mrs. Berlam) (Page 20)

Pam Fairfax, College Equity Officer, Dr. Theo Koupelis and Dr. Eileen DeLuca presented the College Annual Equity Report.

Dr. Koupelis provided an educational summary, benchmarks and longitudinal data based on trends. Dr. DeLuca provided information on academic initiatives, including alternative teaching/learning environments. The College has identified a multi-faceted plan to continue improving equity, decreasing the achievement gap and solidifying student success strategies.

MOTION by Ann Berlam, seconded by JoAnn Helphenstine to approve the 2010-2011 Annual Equity Update Report as presented. Approved unanimously.

Agenda Item #5(a). Proposal for a Settlement Agreement to End Existing Contract of Dr. James Browder (Presenter: Mr. Lupe).

Mark Lupe, General Counsel presented the proposed Settlement Agreement of Dr. James Browder's current contract at a sum of \$175,000.00 in exchange for his release from current contract and complete release of all claims. Dr. Browder's resignation and separation from employment with Edison in any and all capacities is effective May 2, 2011. The remaining exposure to the College, under Dr. Browder's contract, as calculated from the face of the contract is in excess of \$600,000.00.

Chairman Vernon requested that the motion be approved as follows:

1. The contract buyout sum of \$175,000.00
2. Dr. Browder and the College will each provide the other party with a release of claims
3. The Separation Agreement and Release is to be prepared in a form satisfactory to General Counsel, and Dr. Kenneth Walker is authorized to execute the agreement.

MOTION by Ann Berlam, seconded by Mary Lee Mann to approve the Proposal for a Settlement Agreement regarding the Contract of Dr. James Browder as outlined. Approved unanimously.

Agenda Item 5(b). Proposal for a Settlement Agreement to Reinstate Dr. Steve Atkins as Vice President, Academic Affairs (Presenter: Mr. Lupe)

Mr. Mark Lupe, ESC attorney presented a proposed Settlement Agreement for Dr. Steve Atkins for Board approval that would include:

- Withdrawal of the resignation of Steve Atkins
- Reinstatement as Vice President, Academic Affairs with retroactive pay to March 14, 2011
- Current pay and benefits reinstated (\$141,100.34 and \$2,500 development allowance)
- College will attempt to reinstate his benefits to the extent that is legally permissible to do so and without incurring a fine or penalty
- Dr. Atkins' agreement to complete release of all claims and cooperation in the ongoing investigation into the claim of racial discrimination
- Employment reinstatement start-date of May 2, 2011 and new contract as Vice President, Academic Affairs for fiscal year 2012

Chairman Vernon requested that the motion be approved in two parts:

1. For the employment contract amount of \$141,100.34, and
2. Settlement Agreement and Release, including the points outlined by Mr. Lupe, to be prepared in a form satisfactory to General Counsel and Dr. Kenneth Walker is authorized to execute the agreement.

MOTION by Julia Perry, seconded by Mary Lee Mann to approve the Proposal for a Settlement Agreement to Reinstate Dr. Steve Atkins as Vice President, Academic Affairs as outlined by Mr. Lupe. Approved unanimously.

Agenda Item #6. Approval of the 2011-2012 Contract Recommendations
(Presenter: Mrs. Fairfax/Board Liaison: Mrs. Berlam)

6(a)(1) Approval to Accept the District President's Proposal for His Succession
Plan [Page 25(a)]

Dr. Kenneth Walker outlined his succession plan for a reasonable transition to ensure stability and continuity of the College:

- Reduction in pay in the amount of \$178,952.12
- Retain current contract end date of June 30, 2014. Serve two years as District President July 1, 2011 through June 30, 2013
- On or before June 30, 2012 submit plan for retirement
- A national search will be conducted in 2013 for District President's successor
- 2013-2014 will be taken as a twelve-month sabbatical leave at full salary and benefits as approved in the contract
- Upon completion of twelve-month sabbatical leave, option of assuming a full-time or part-time faculty position with compensation determined by policy

MOTION by Mary Lee Mann, seconded by Randall Parrish to approve the Acceptance of the District President's Proposal for His Succession Plan as outlined. Approved unanimously.

6(a)(2) Approval to Review and Accept 2011-2012 Executive Contract
Recommendations (Page 26)

MOTION by Ann Berlam, seconded by Mary Lee Mann to approve 2011-2012 Executive Contract Recommendations as presented. Approved unanimously.

6(b). Approval to Accept 2011-2012 Administrative Contract Recommendations
(Page 28)

MOTION by Ann Berlam, seconded by Julia Perry to approve the Acceptance of 2011-2012 Administrative Contract Recommendations as presented. Approved unanimously.

6(c). Approval to Accept 2011-2012 Faculty Contract Recommendations
(Page 30)

MOTION by Ann Berlam, seconded by Randall Parrish to Approve the Acceptance of 2011-2012 Faculty Contract Recommendations as presented. Approved unanimously.

Agenda Item #7. Develop a Policy Requiring All Agenda Items to Include an Estimate of the Costs (Presenter: Mr. Vernon) (Page 35)

MOTION by Ann Berlam, seconded by Mary Lee Mann for the Administration to Develop a Policy Requiring All Agenda Items to Include an Estimate of the Costs. Approved unanimously.

Agenda Item #8.

8(1) Develop a Policy Requiring All Future Multi-Year Contracts to be Approved by the District Board of Trustees in Advance of Being Offered and Accepted (Presenter: Mr. Vernon) (Page 35)

MOTION by JoAnn Helphenstine, seconded by Randall Parrish to Develop a Policy Requiring All Future Multi-Year Contracts to be Approved by the Board Of Trustees in Advance of Being Offered and Accepted, Chairman Vernon moved to amend Motion by requiring Board approval of development allowances. Unanimous "aye" vote – motion carried.

Agenda Item 8 amended to read:
Develop A Policy Requiring All Future Multi-Year Contracts and Development Allowances to be Approved by the District Board of Trustees in Advance of Being Offered and Accepted.

Agenda Item #9. Develop a Policy Requiring that the Backup Material to the District Board of Trustees Agenda be Posted on the Edison State College Website (Presenter: Mr. Vernon) (Page 35)

MOTION by Randall Parrish, seconded by Mary Lee Mann for the Administration to Develop a Policy Requiring that the Backup Material to the District Board of Trustees Agenda be Posted on the Edison State College Website. Approved unanimously.

Reconsideration of Agenda Item #9

Motion by Mary Lee Mann for reconsideration of Agenda Item 9. Approved unanimously.

Motion by Mary Lee Mann to amend Agenda Item #9 by inserting the word "also" before the words "be posted". Approved unanimously.

Amended Agenda Item #9 now reads:

Develop a Policy Requiring that the Backup Material to the District Board of Trustees Meeting and Workshop Agendas also be Posted on the Edison State College Website.

Agenda Item #10. Develop a Policy Requiring that the District Board of Trustees Minutes Will be Posted on the Edison State College Website within 15 Days of Approval by the Board (Presenter: Mr. Vernon) (Page 35)

MOTION by Ann Berlam, seconded by Mahlan Houghton to approve Development of a Policy Requiring that the District Board of Trustees Minutes be Posted on the Edison College Website within 15 days of Approval by the Board. Mrs. Berlam moved to amend the motion by including "District Board of Trustees Meeting and Workshop" minutes. Approved unanimously.

Amended Agenda Item 10 now reads:
Develop a Policy Requiring that the District Board of Trustees Meeting and Workshop Minutes Will be Posted on the Edison State College Website within 15 days of Approval by the Board.

Consent Agenda:

Agenda Item #11. Approval of Personnel Actions (Presenter: Mrs. Fairfax/ Board Liaison: Mrs. Berlam) (Page 36)

MOTION by Ann Berlam, seconded by Julia Perry to approve the list of Personnel Actions as presented. Approved unanimously.

Agenda Item #12. Approval of Budget Amendments (Presenter: Mrs. Doeble/ Board Liaison: Mrs. Helphenstine) (Page 41)

MOTION by Joann Helphenstine, seconded by Mary Lee Mann to approve the Financial Services Consent Agenda – Budget Amendments as presented. Approved unanimously.

Agenda Item #13. Construction Project(s) Change Orders (Presenter: Mr. Nice/ Board Liaison: Mrs. Mann) (Page 43)

MOTION by Mary Lee Mann, seconded by Mahlan Houghton to approve Construction Project(s) Change Orders as presented. Approved unanimously

Information Only:

Agenda Item #14. Edison State College Monthly Financial Reports (Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 45)

The Edison State College Monthly Financial Report was presented by Mrs. Doeble for information only.

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April 26, 2011
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Agenda Item #15. Edison State College Collegiate High Schools' Monthly Financial Reports (Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 49)

Mrs. Doeble presented the Edison State College Collegiate High Schools' Monthly Financial Reports (Charlotte and Lee Campuses) for information only.

Agenda Item #16. Design, Development and Construction Documents for Phase One of the Living and Learning Center on the Lee Campus (Presenter: Mr. Nice/Board Liaison: Mrs. Mann) (Page 52)

The Design, Development and Construction Documents prepared by Collegiate Companies and 5G Architects for Phase One of the Living and Learning Center on the Lee Campus included site plan, floor plans, life safety plans, structural, mechanical, electrical plans and finishes as presented by Mr. Nice for information only.

Agenda Item #17. Report on the Procedure for Assuring that All Course Substitutions are Within Policy Guidelines (Presenter: Dr. Edith Pendleton) (Page 53)

Dr. Edith Pendleton provided a course substitution audit, noting the significant increase in student enrollment, which contributed to a doubling of the workload for transcript auditors. Corrective actions to date were described. Chairman Vernon requested safeguards to ensure continued integrity in the approval of course substitutions. The issue requires implementation of revised College Operating Procedures, which are under development by Dr. Pendleton, in collaboration with Dr. Steve Atkins, Vice President for Academic Affairs.

The Report on the Procedure for Assuring that All Course Substitutions are Within Policy Guidelines was presented for information only.

Agenda Item #18. Edison State College Audits by the State of Florida Auditor General (Presenter: Mrs. Doeble) (Page 54)

The Edison State College bi-annual Operational Audits by the State of Florida Auditor General on the College's Financial Statements, Federal Awards and Bright Future Scholarship program were presented by Mrs. Doeble for information only.

Written Reports:

Agenda Item #19. Monthly Report: Edison Collegiate High School – Charlotte (Page 61)

A written report providing an update on progress at Edison Collegiate High School (ECHS) – Charlotte Campus was presented for information only.

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Agenda Item #20. Monthly Report: Edison Collegiate High School—Lee (Page 69)

A written report providing an update on progress at Edison Collegiate High School (ECHS)-Lee Campus was presented for information only.

Board Members' and District President's Comments:

Many positive comments were expressed by the Board regarding Dr. Walker's leadership, team and strategic success over the last 20 years. Mrs. Mann acknowledged responsibility and accountability for any oversights, particularly regarding compensation and contract issues.

Chairman Vernon emphasized:

- (1) the great strides taken over the last six weeks on priorities accomplished to resolve all of the recent issues, and
- (2) that the excellent ESC organization can use these issues and challenges as a springboard for opportunities to make the entire team and institution even better

A critical takeaway for all parties involved is to focus on respect and collaboration as the ESC team works together for our students, the College and our communities.

Adjournment

The meeting was adjourned at 7:06 p.m.

Kenneth P. Walker, Secretary
District Board of Trustees

Christopher Vernon, Chairman
District Board of Trustees

Materials have been placed in Board file

DRAFT Minutes
Edison State College
District Board of Trustees Workshop
Hendry/Glades Center, LaBelle, FL – Administration Building (A-119)
May 24, 2011
2:30 p.m.

AGENDA ITEM: 1(b)

The District Board of Trustees of Edison State College met in a workshop in Hendry County, Florida, on May 24, 2011 at 2:30 p.m.

Present: Ann Berlam
Mahlan Houghton, Jr.
JoAnn Helphenstine
Mary Lee Mann, Vice Chair
Randall Parrish
Julia Perry
Christopher Vernon, Chairman
Kenneth Walker, District President
June Hollingshead, Recorder

Absent: Washington Baquero – Out-of-state

Guests: Gina Doeble, Vice President of Financial Services
Mark Lupe, General Counsel
Pam Fairfax, Vice President, Human Resources

Agenda Item #1. Presentation of Preliminary Budget 2011-2012
(Presenter: Mrs. Doeble)

Mrs. Doeble presented Fiscal Year 2011-2012 budget and operating plans. The presentation provided data to the Board in several different ways, providing more transparency.

Board members requested historical data in advance of the June 28, 2011 board meeting with a chart for the last five years showing the actual percent increase in FTEs (students) and the Board-approved tuition costs.

Mrs. Doeble noted an increase in the Edison State College Financing Corporation budget from \$½M to \$19M due to construction of the new student housing, and answered questions regarding the student housing bond issue.

District Board of Trustees Workshop/Minutes
May 24, 2011
Page two

Chairman Vernon requested that the Board review the entire Wage and Salary section at the June 18, 2011 workshop.

Agenda Item #2. Presentation of Drafts of Proposed Policies (Presenter: Mr. Mark Lupe, General Counsel)

Mr. Lupe presented four draft policies for information, review and comment in response to Board requests at the April 26, 2011 Board meeting.

After deliberation, the Board requested the need for two separate policies – one for employment contracts and one for all other contracts – and asked Mrs. Fairfax to prepare a recommendation for the June 28, 2011 Board meeting. Mr. Lupe agreed to remove the employment aspect from Rule 1.02 and set the limit of \$500K so the rule could be finalized. The Board will review the employment rule, 5.02, separately.

Additional Discussion

The Board discussed having the ability to present new agenda items for consideration and discussion in a standing agenda item, Information and Discussion.

Adjournment

The workshop adjourned at 3:57 p.m.

Kenneth P. Walker, Secretary
District Board of Trustees

Christopher T. Vernon, Chairman
District Board of Trustees

DRAFT Minutes
Edison State College
District Board of Trustees Meeting
Hendry/Glades Center, LaBelle, FL – Administration Building (A-119)
May 24, 2011
4:00 p.m.

Pledge to Flag

AGENDA ITEM: 1(c)

The District Board of Trustees of Edison State College met in regular session in Hendry County, Florida, on May 24, 2011 at 4:11 p.m. with the meeting called to order by Chairman, Christopher Vernon.

Present: Ann Berlam
Mahlan Houghton, Jr.
JoAnn Helphenstine
Mary Lee Mann, Vice Chair
Randall Parrish
Julia Perry
Christopher Vernon, Chairman
Kenneth P. Walker, District President
Frances Brennan, Recorder
June Hollingshead, Recorder

Absent: Washington Baquero – out-of-state

Introduction of Guests and Public Comment

1. Scott Cooper
2. Jennifer Oliva
3. Elizabeth Longwell

Administrative Reports:

SACS Minute

(Presenter: Dr. Steve Atkins)

Campus Master Plan for the Hendry/Glades Center

(Presenters: Dr. Robert Jones and Mr. John Moratti,
SGA President, Hendry/Glades Center)

*Report on Changes Being Made as a Result of
Discussions Related to my Six-Point Plan*

(Presenter: Dr. Kenneth Walker)

Legislative Update

(Presenter: Mr. Matthew Holliday)

(Report in rear pocket)

Faculty Senate Report

(Presenters: Dr. Steve Atkins and Prof. Don Ransford)

Legal Update

(Presenter: Mr. Mark Lupe)

Vote to Take Action On:

Agenda Item #1. Approval of Minutes Regular Meeting April 26, 2011
(Presenter: Mr. Vernon) (Page 1)

MOTION by Mahlan Houghton, seconded by Ann Berlam, to defer the April 26, 2011 minutes to amend Agenda Item #9 and approve at the June 28, 2011 meeting. Approved unanimously.

Agenda Item #2. Approval to Create Edison State College School of Health Sciences (Presenter: Dr. Atkins/Board Liaison: Mr. Houghton) (Page 12)

MOTION by Randall Parrish, seconded by Julia Perry, to approve the creation of Edison State College's third "school", the School of Health Sciences, as presented. Approved unanimously.

Agenda Item #3. Approval to Accept 2011-2012 Edison Collegiate High School Instructional Administrator and Teacher Contract Recommendations (Presenter: Mrs. Etheridge for Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 15)

MOTION by Ann Berlam, seconded by JoAnn Helphenstine, to approve the Edison Collegiate High School instructional administrator and teacher employment contracts as presented, with base salaries and benefits to be presented at the June 28, 2011 Board meeting. Approved unanimously.

Agenda Item #3(a). Approval to Amend the Collective Negotiations Agreement with the Edison College Faculty Federal Union, Local 3513, Affiliated with the United Faculty of Florida, AFT, AFL-CIO, representing Edison State College Faculty to Provide for Compensation for Faculty Members Who Serve as Discipline Chairs during Summer of 2011 (Presenters: Dr. Atkins and Mr. Lupe/ Board Liaison: Mrs. Berlam) [(Page 16(a))]

MOTION by Ann Berlam, seconded by Randall Parrish, for approval to amend the Collective Negotiations Agreement with the Edison College Faculty Federal Union, Local 3513, Affiliated with the United Faculty of Florida, AFT, AFL-CIO, representing Edison State College faculty to provide for compensation for faculty members who serve as Discipline Chairs during summer of 2011, as presented. Approved unanimously.

The Board requested that the names and compensation information of the 12 Discipline Chairs be entered into the minutes.

CHAIRPERSON COMPENSATION
 2010 - 2011

NAME	DISCIPLINE	RELEASE/ SEMESTER	FALL	SPRING	SUMMER A	SUMMER B	TOTAL
Ambrose	Assessment	15 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Axelrod	E-learning	6 hrs./ Fall & Spring	3,000	\$3,000	\$4,000	\$4,000	\$14,000
Bunting	English	15 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Clark	Social Sciences	15 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Lewin	Mathematics	6 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Nay	Management & Supervision	6 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Rollins	School of Education	6 hrs./ Fall & Spring	N/A	\$3,000	\$4,000	\$4,000	\$11,000
Romeo	Natural Sciences	6 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Seefchak	College Prep/ SPRING 2011	6 hrs./ Fall & Spring	N/A	\$3,000	\$4,000	\$4,000	\$11,000
Swanson	Fine Arts & Humanities	6 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Vacant	School of Nursing						
Walters	Speech & Foreign Language	6 hrs./ Fall & Spring	\$3,000	\$3,000	\$4,000	\$4,000	\$14,000
Worch	Criminal Justice	6 hrs./ Fall & Spring	N/A	\$3,000	\$4,000	\$4,000	\$11,000
TOTAL			\$27,000	\$36,000	\$48,000	\$48,000	\$159,000

Source: Dr. Steve Atkins, Vice President of Academic Affairs

Consent Agenda:

Agenda Item #4. Approval of Personnel Actions
(Presenter: Mrs. Etheridge for Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 17)

MOTION by Ann Berlam, seconded by JoAnn Helphenstine, to approve the list of Personnel Consent Agenda actions as presented. Approved unanimously.

Information Only:

Agenda Item #5. Edison State College Monthly Financial Report
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 20)

Mrs. Doeble presented the Edison State College Monthly Financial Report for information only.

Agenda Item #6. Edison State College Collegiate High Schools Monthly Financial Report
(Presenter: Mrs. Doeble/Board Liaison: Mrs. Helphenstine) (Page 24)

Mrs. Doeble presented the Edison State College Collegiate High Schools Monthly Financial Report for information only.

Written Reports:

Agenda Item #7. Monthly Report on Edison Collegiate High School—Charlotte
(Page 27)

A written report was presented for information only.

Agenda Item #8. Monthly Report on Edison Collegiate High School—Lee (Page 29)

A written report was presented for information only.

Adjournment

The meeting was adjourned at 6:25 p.m.

Kenneth P. Walker, Secretary
District Board of Trustees

Christopher T. Vernon, Chairman
District Board of Trustees

DRAFT Minutes
Edison State College
District Board of Trustees Workshop
Lee Campus – Taeni Hall, Rooms S-106 & 107
Saturday, June 18, 2011
9:00 am – 4:00 pm

AGENDA ITEM: 1(d)

The District Board of Trustees of Edison State College met for a workshop in Lee County, Florida, on June 18, 2011 at 9:00 a.m. with the meeting called to order by Chairman, Chris Vernon.

Board Members Present: Ann Berlam Mary Lee Mann
Washington Baquero Randall Parrish
JoAnn Helphenstine Julia Perry
Mahlan Houghton, Jr. Christopher Vernon, Chairman

District President's Executive Cabinet Present: Dr. Pat Land Dr. Robert Jones
Dr. Steve Atkins Dr. Edith Pendleton
Mark Lupe Steve Nice
Gina Doeble Pam Fairfax
Matthew Holliday Tracey Galloway

Others Present: Dr. Kenneth P. Walker, President
June Hollingshead, Recorder
Frances Brennan, Recorder
Dr. Amy Teprovich
Sydney H. McKenzie III, Esq.

Media Present: David Breitenstein, Fort Myers News-Press
Victoria Macchi, Naples Daily News
Tyler Gamble, NBC-2

Agenda Item #1. Statutory Roles – Board of Trustees and District President
(Presenter: Sydney H. McKenzie III, Esq.)

Mr. McKenzie gave an overview of the statutory roles of the Board of Trustees and District President which generated discussion of roles and best practices for the operation of the College.

- a. Contractual Role for Faculty Access to Board of Trustees
Mr. McKenzie referred to Article 6.11 – Faculty Appearance Before the Board of Trustees in the *Collective Negotiations Agreement between Edison State College District Board of Trustees Public Employer and Edison College Faculty Federation Union, July 2, 2010 – June 30, 2013* for contractual procedures to be followed to bring items to the District Board of Trustees.

b. College Operating Procedures for Faculty Senate Issues

Faculty concerns regarding academic matters should be addressed according to Official Procedure 03-1109 Faculty Senate, and there should be no surprises bringing matters to the District Board of Trustees. Mr. McKenzie pointed out that the Board carries out its duties through the District President of the College.

Agenda Item #2. SACS Minute (Presenter: Dr. Steve Atkins)

Dr. Atkins reported on compliance findings received from SACS in response to the Edison State College compliance document sent in March 2011.

Agenda Item #3. District President Presentation of Executive Leadership Organization Chart (Presenter: Dr. Kenneth Walker)

Dr. Walker presented an executive leadership organization chart of eleven administrators who report to him, and outlined a decentralization of functions and flattening of the administrative structure to minimize vertical reporting lines. He also referred to administrative management agreements which include authority, expectations, responsibilities and accountability.

Agenda Item #4. Organizational Structure and Communications (Presenters: Dr. Pat Land and Dr. Steve Atkins)

a. Advisory Councils and Cabinet Liaisons

Dr. Land's PowerPoint presented a draft proposal of a process on how to get communications input from all College constituent groups.

b. Management Review Process

Dr. Atkins reported on progress with the faculty senate regarding communications, faculty governance and the structure of academic organization with chairs. It was pointed out that the SACS compliance report and visiting committee as well as financial and programmatic audits by the State Auditor General constitute an effective management review process. An external consultant (Dr. Don Hunter) will work with Dr. Atkins and faculty senate representatives to further address any academic concerns.

c. Organizational Structure

Dr. Land presented a draft proposal for including various College constituent groups in a process to increase effective communications.

Agenda Item #5. Presentation of Draft Policies and Delegation of Authority (Presenter: Mark Lupe)

a. 1.02 – Duties, Powers & Responsibilities of the President of the District

b. 1.04 – Board Agendas

c. 5.02 – Employment

The Board discussed changes and recommendations to the above-stated policies.

Agenda Item #6. Report on Existing Personnel Policies and Procedures (Presenters: Mrs. Pam Fairfax and Mr. Mark Lupe)

a. Equity Officer Plans

Mrs. Fairfax gave a brief history and a review of College Policies and Procedures as well as intentions to hire an equity coordinator.

Agenda Item #7. Discussion of Edison State College Financing Corporation (Presenter: Dr. Kenneth Walker)

a. Role

Dr. Walker discussed the role of the Financing Corporation as a direct support organization of the College, and how it relates to the current student housing project. In a June 10, 2011 meeting, the Financing Corporation voted to contract with the College for the management of the Lee Campus student housing.

b. Presentation Regarding Management of Student Housing (Presenters: Mrs. Gina Doeble and Dr. Amy Teprovich)

Dr. Teprovich presented a strategic overview on the proposed College plan for managing student housing on the Lee Campus under an agreement with the Financing Corporation.

Agenda Item #8. Discuss Revising Evaluation Form for the District President, Policies for Self-Evaluation and "State of the College" Oral Report (Presenter: Mrs. Pam Fairfax)

Mrs. Fairfax led discussion of a draft performance evaluation form for the District President.

Agenda Item #9. Discussion of Student Accountability Plan (Presenter: Dr. Edith Pendleton)

Dr. Pendleton reviewed *Destination 2020* and student accountability measures.

Agenda Item #10. New Statutory Requirement for Board of Trustees' Charter School Responsibilities (Presenter: Mr. Matt Holliday)

Mr. Holliday reviewed the requirements of Senate Bill 1546.

Agenda Item #11. Possible Acquisition of Property Adjoining the Campus (Presenter: Mr. Steve Nice)

Mr. Nice presented several possible property acquisitions to address the challenges of future growth of the College.

Agenda Item #12. Possible Bonita Springs Instructional Site (Presenter:
Mr. Matt Holliday)

Mr. Holliday reported that preliminary discussions are underway with the City of Bonita Springs for a possible instructional site.

Agenda Item #13. Review Wage & Salary Section of the Budget Document
(Presenter: Mrs. Pam Fairfax)

Mrs. Fairfax reviewed the 2011-2012 Wage & Salary Schedule as well as posting of employee compensation to the College website. A discussion of the philosophical basis for compensation will be discussed at a future workshop.

Agenda Item #14. Proposed Salary Increases (Presenters: Dr. Kenneth Walker
and Mrs. Pam Fairfax)

- a. Non-Exempt Employees – A proposed 5% salary increase was presented.
- b. Exempt Employees – A proposed 4% salary increase was presented.
- c. Faculty (to be negotiated) – Faculty salary increases will be negotiated.

Adjournment

The meeting was adjourned at 3:15 p.m.

Kenneth P. Walker, Secretary
District Board of Trustees

Christopher T. Vernon, Chairman
District Board of Trustees

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 2

Approval of Rank Ordering for Architects for the Design and Engineering of an Addition and Renovation to Taeni Hall (Student Services) Building, Lee Campus, and Authorizing the Administration to Award Contract

RECOMMENDATION:

The Administration recommends Board of Trustees approval of the rank ordering of architectural firms listed below in order of preference and authorizes the Administration to enter into contract negotiations for such services.

STAFF ANALYSIS:

In accordance with Florida Statute 287.055, the Edison State College Lee Student Services Architectural Firm Selection Committee met on May 13, 2011 to interview the final candidates in response to the Request for Qualifications for contract services. These final candidates were selected from a pool of sixteen (16) firms that responded to the RFQ.

The firms interviewed are ranked in the following order of preference:

- | | |
|------------------------------------|--|
| 1. BSSW Architects, Inc. | 4. Parker/Mudgett/Smith Architects, Inc. |
| 2. Schenkel & Shultz, Inc. | 5. Fletcher Thompson |
| 3. Reynolds, Smith and Hills, Inc. | 6. Harvard Jolly, Inc. |

The Committee recommends selecting the top firm based on their educational facilities experiences, methodology for facilitating the requirements of the building and their presentation on educational strategies in facilities use.

The contract will not be awarded until funding (bonds) is secured by the College.

Attachment

REQUESTED BY:



Director, Facilities Planning and Development

APPROVED FOR AGENDA BY:



President

Request for Qualifications #11-03
Professional Services of an Architect/Engineer for the Lee Campus,
Taeni Student Services Hall, Three Phases,
Remodel and Addition

	<i><u>Rank order of Architectural Firms Recommended for Award of Contracted Services</u></i>
1.	BSSW Architects, Inc.
2.	Schenkel & Shultz, Inc.
3.	Reynolds, Smith & Hills, Inc.
4.	Parker/Mudgett/Smith Architects, Inc.
5.	Fletcher Thompson
6.	Harvard Jolly, Inc.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 3

**Approval of the Academic Improvement Trust Fund Plan for
FY 2011-2012**

RECOMMENDATION:

**The Administration recommends District Board of Trustees
approval of the Academic Improvement Trust Fund Plan for
2011-2012.**

STAFF ANALYSIS:

The Edison State College Foundation, Inc. is the direct support organization that receives gifts and state matching funds through the Dr. Philip Benjamin Matching Program for State and Community Colleges. Authority for approval of the AITF Plan has been placed on the local Board of Trustees with standard reporting to the Florida Department of Education, Division of Florida Colleges.

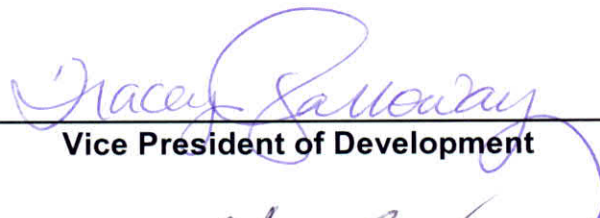
Funds requested are to be expended for the following projects as delineated on the attachments:

Teaching and Learning Enhancements through Technology and Equipment:	
Endowed Chairs of Academic Advancement (<i>SEE ATTACHED PLAN</i>)	202,900
Scholarships to Enhance Opportunities for Targeted Populations	68,050
Honors Scholar Program Scholarships	23,200
Endowed Scholarships for Health Care Technologies Programs	133,150
Donor Designated Endowed Scholarships	<u>329,250</u>
Total Plan	756,550

The funds are invested in accordance with the Edison State College Foundation, Inc. investment policy and are designated for the specific purposes outlined in the attachment.

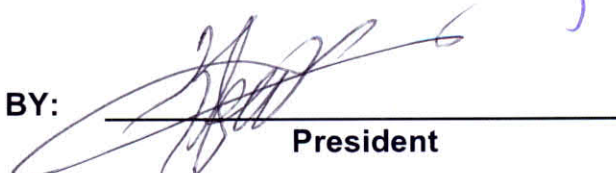
Attachment

REQUESTED BY:



Vice President of Development

APPROVED FOR AGENDA BY:



President

**DR. PHILIP BENJAMIN ACADEMIC IMPROVEMENT TRUST FUND
REQUEST FOR USE APPROVAL**

COLLEGE: *Edison State College*

FISCAL YEAR: *2011-2012*

The Edison State College Foundation Board of Directors, pursuant to Section 1011.85, Florida Statutes, hereby requests the Edison State College District Board of Trustees approve the following use of funds from its Academic Improvement Fund.

Describe Use/Expenditure (Include purpose, item description and estimated cost. Attach additional pages as necessary.)

General Academic and Instructional Support

Viola Odenheimer (General Support – Charlotte)

\$6,000

Funds will be used to enhance student learning through support of the following initiatives:

- *Provide staff and faculty development activities*
- *Employ part-time mentors/liaisons for Early College/Dual Enrollment adjuncts.*
- *Create and maintain academically-related media projects through funding of equipment, technologies, supplies, faculty stipends, and contract services.*
- *Enhance student tutoring options through online and/or supplemental tutoring with third-party providers.*
- *Provide tutor and academic success staff training through external consultants.*
- *Support equipment, technologies, supplies, faculty and academic success training, and contract services for academic initiatives to engender student success of at-risk, underrepresented, and first-generation-in-college students.*
- *Create and sustain cultural art programs and activities for students and provide for part-time, temporary, or stipend employment of program coordinators in support of said programs and activities.*

Holland and Mary Jeanne Salley (Instructional Support – Collier)

\$6,500

Funds will be used to purchase equipment and other instructional materials for the Teaching and Learning Center on the Collier Campus

Professional and Technical Studies

CE Hospitality Program (Hospitality Lee/Collier)

\$ 750

Funds will be used to enhance business and entrepreneurship activities and events that will focus on business and industry needs for product design, business expansion and development and entrepreneurial issues. In addition, funds may be allocated to strengthen K-12 relationships such as articulation and early college discussions and activities. Funds may be used to assist with High School Career Academy events activities such as information sessions, student placement testing issues, academic recruiting effort, and other academic driven continuing education opportunities.

**DR. PHILIP BENJAMIN ACADEMIC IMPROVEMENT TRUST FUND
REQUEST FOR USE APPROVAL**

COLLEGE: *Edison State College*

FISCAL YEAR: *2011-2012*

Professional and Technical Studies continued

Northern Trust (Business- Lee/Collier)

\$2,300

SunTrust (Business – All District)

\$3,900

Funds will be used to implement the new Center for Business and Entrepreneurship activities. These activities or events will be focused on business and industry needs for product design, business expansion and development and entrepreneurial issues. In addition, funds may be used to align associate degree feeder programs to the newly established BAS in Supervision and Management via the conducting of discipline specific new student orientations for business and accounting students. These cluster orientations will be available at minimum monthly for specific curriculum and career guidance to promote and dovetail to the BAS in Supervision program.

Lockmiller Chair (Early Childhood – All District)

\$ 7,400

Funds will be used to support the Lockmiller Early Learning Symposium as well as to purchase materials to be used in marketing efforts and for the support of community education programs. In addition, the fund will pay for materials to be distributed at conferences and used to develop and produce posters for professional development of faculty.

Health Professions & Science Programs

Lee Memorial Auxiliary Instructional Chair in Nursing

\$1,800

Funds will be used for the purchase of scanners needed at each bedside in the simulation lab for practicing medication administration.

Presidents Discretionary Nursing Fund

\$1,300

Funds will be used for nursing lab equipment, both disposable and non-disposable.

HCA Healthcare (Lee)

\$6,200

Funds will be used for Kettering Exam workshops for Radiologic Technology and Respiratory Care students.

Lee Memorial Health System Healthcare (Lee)

\$2,200

Funds will be used for the purchase of CVT RCIS Exam Review Materials and American Heart Association ACLS preparation material for both CVT and Respiratory Care students.

McNew Respiratory Therapy (Lee)

\$3,800

Funds will be used for SAE respiratory student testing (total needed \$4800) at the end of their associate degree education in the final clinical and the capstone courses.

**DR. PHILIP BENJAMIN ACADEMIC IMPROVEMENT TRUST FUND
REQUEST FOR USE APPROVAL**

COLLEGE: *Edison State College*

FISCAL YEAR: *2011-2012*

Health Professions & Science Programs - Continued

NCH Healthcare (Nursing – Collier)

\$3,800

Funds will be used for advanced testing and certification preparation for CVT, Radiologic Technology and Respiratory Care students.

Frances Pew Hayes (Gerontology – Collier)

\$3,000

Funds will be used for clinical lab support: Disposable and nondisposable clinical nursing care equipment.

Robert and Mary Elizabeth Ewing (Nursing – Collier)

\$5,200

Funds will be used for clinical lab support: Instructor assistance and equipment for the Collier Nursing Lab.

Jones Memorial Nursing Pins

\$2,300

Funds will be used to purchase nursing pins for graduates across the district.

James and Barbara Moore Chair (Science – Charlotte)

\$4,000

Funds will be used to enhance science education at Edison State College through Support of the following initiatives:

- *Provide outstanding student awards for achievement in science disciplines.*
- *Provide for field trips, both on site and through alternative technological means (i.e. webinars, virtual field trips, etc.).*
- *Provide funding for science faculty professional development activities in support of undergraduate research programs.*
- *Purchase additional science classroom equipment and materials*

James and Barbara Moore Chair (Astronomy – Charlotte)

\$ 4,000

Funds will be used to enhance science education at Edison State College through the support of the following initiatives.

- *Provide stipend for adjunct professor in support of public viewing.*
- *Perform required maintenance on telescope, observatory dome, and other observatory equipment.*
- *Purchase equipment and supplies as needed.*
- *Provide support for administrative oversight and management of astronomy and observatory programs and related activities.*

**DR. PHILIP BENJAMIN ACADEMIC IMPROVEMENT TRUST FUND
REQUEST FOR USE APPROVAL**

COLLEGE: *Edison State College*

FISCAL YEAR: *2011-2012*

Bob Rauschenberg Gallery

Robert Rauschenberg	\$23,200
Pearl Dopp	\$ 800
Leif Johnson	\$ 6,000

Funds will be used for the expenses associated with organizing and presenting the annual Gallery exhibition schedule. The 2011-12 schedule includes an exhibit of paintings by 2008 Florida Fellowship artist Elizabeth Condon; the large scale photographs of Florida's springs and swamps by Chicago artist Karen Glaser; an exhibit of paintings by renowned Tampa Bay artist Theo Wujcik; works on paper by Florida State University Assistant Professor and Head of Printmaking Denise Bookwalter; and the annual student art show.

Humanities Programs

J. Howard Wood (Communications – All District)	\$ 2,800
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Funds will be used to cover the stipend for the WPA for the Writing Center.

Margaret Heppe (Learning Assistance – Lee)	\$ 800
--	--------

Funds will be used to support strategies for improving student success rates in College Prep mathematics courses. This will involve a full scale curriculum review process, a comprehensive professional development plan for faculty, and initiatives in student support services.

Sidney Davis (All District)	\$ 2,400
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Funds will be used to enhance the music program (e.g. new sound system, instrument purchase and maintenance).

Gannett/Scripps Howard (Communications – Lee/Collier)	\$ 3,500
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Funds will be used for completing the Oral Communications Center with more equipment, furniture, and supplies.

Bunny Foundation (Rush Library – Lee)	\$ 5,800
---------------------------------------	----------

Funds will be used to meet the reference needs of students enrolled in new and emerging programs of study, and to support the College's reaffirmation of accreditation Certification of Compliance requirements relating to library services.

Madeleine R. Taeni (Performing Arts – Lee)	\$ 3,400
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Funds will be used to enhance the fine arts programs (e.g. displays for student art, theatre equipment and supplies for projects).

Dr. Kenneth and Mary Ruth Stegman (Lee)	\$ 3,300
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Funds will be used to cover the stipends for the Dr. Talbot Spivak Holocaust Memorial Project coordinator (s), speakers, and the cost of supplies for this event.

Sam Fowler (Performing Arts-Lee)	\$35,000
----------------------------------	----------

Funds will be used to partially underwrite the Art faculty position.

**DR. PHILIP BENJAMIN ACADEMIC IMPROVEMENT TRUST FUND
REQUEST FOR USE APPROVAL**

COLLEGE: *Edison State College*

FISCAL YEAR: *2011-2012*

General

Garden of Inspiration **\$ 7,500**

Funds will be used for the continued enhancement of the Garden of Inspiration for the benefit of Edison students and visitors to the Lee County campus.

Charles Edison Chair (All District) **\$24,000**

Edison POPS @ Sunset **\$13,250**

Funds will be used to purchase an electronic messaging system for each campus to effectively and seamlessly combine traditional plasma displays, interactive touch-screen information kiosks and the Internet, to keep students, faculty, staff, and the community involved and integrated into the College's academic and community offerings.

Barbara B. Mann Performing Arts Hall

Hunt Trust PAH Fund **\$ 6,700**

Funds will be used for interior renovations and updates.

We certify that the requested use meets the following criteria in Section 1011.85, Florida Statutes.

- X 1. Scientific and Technical Equipment;
- X 2. Other activities that will benefit future students as well as current students at the college and that will improve the quality of education at the college or in the college system;
3. Scholarships, loans, or need-based grants.

CERTIFIED AS APPROVED BY EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES:

President (as Secretary of the Board)

Approval Date

Chairman, District Board of Trustees

Approval Date

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 4

Approval to Delete Courses not Taught for Five Years

RECOMMENDATION:

The Administration recommends District Board of Trustees approval for the deletion of the courses listed in the attached appendix.

STAFF ANALYSIS:

During the fall of each academic year, the Deans' Council identifies courses to be deleted from the catalog and presents them to the Board of Trustees for approval during the spring semester. Compliance with Florida Administrative Course Rule 6-A-10.0331 requires that any course not taught for the previous five years be deleted. Some additional courses must be deleted because of the discontinuation of a program.


Attachment

REQUESTED BY:



Vice President, Academic Affairs

APPROVED FOR AGENDA BY:


President

**ATTACHMENT A
APENDIX A**

**Changes in Courses in Banner and State Inventory
Edison 2010-11**

**APPROVE TO INACTIVATE IN BANNER/DISCONTINUE WITH STATE
Courses not taught from August 2006 – July 2011 for removal from the catalog**

AST 2003	ASTRONOMY 1: THE SOLAR SYSTEM
AST 2003 L	ASTRONOMY 1 LABORATORY: THE SOLAR SYSTEM
CGS 1560	DISK OPERATING SYSTEM
EMS 1810	EMS EQUIVALENCY ASSESSMENT
GLY 1010	PHYSICAL GEOLOGY
GLY 1010L	PHYSICAL GEOLOGY LABORATORY
GLY 1100	HISTORICAL GEOLOGY
GLY 1100L	HISTORICAL GEOLOGY LABORATORY

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 5

Approval to Write-off Delinquent Accounts

RECOMMENDATION:

The Administration recommends District Board of Trustees approval for the write-off of delinquent accounts deemed to be uncollectible.

STAFF ANALYSIS:

Florida Statute 1010.03 and College Policy 6Hx6:4.10 require Board approval to write-off accounts deemed to be uncollectible. The attached table summarizes the uncollectible amounts by accounts receivable type that have been delinquent for two years. Collection efforts pertaining to written-off accounts will continue.

It is recommended that the Board approve the write-off of uncollectible accounts in the amount of \$354,731.

Attachment

REQUESTED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



District President

EDISON STATE COLLEGE

Table I
Analysis of Delinquent Accounts Written Off
For Fiscal Years 2008/09 through 2010/11

<u>Account Type</u>	<u>2006/2007</u>	<u>2007/2008</u>	<u>2008/2009</u>
Bad Checks/Other	\$8,741	\$6,770	\$10,284
Short-Term Student Loans	18,937	30,779	48,900
Veteran Deferments(1)	19,202	16,814	20,989
Student Tuition/Fees	61,672	65,852	144,313
Title IV(2)	<u>67,150</u>	<u>100,439</u>	<u>130,245</u>
Total Write-Off	<u>\$175,702</u>	<u>\$220,654</u>	<u>\$354,731</u>
Total Student Tuition/Fees	\$13,212,286	\$14,534,720	\$19,615,390
Percentage Change	9%	10%	35%

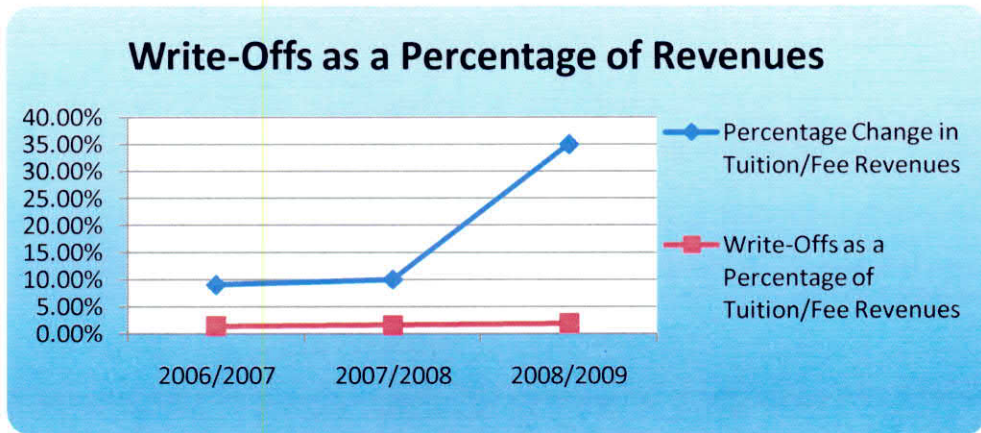
<u>Write-Offs</u>	<u>2008/2009</u>	<u>2009/2010</u>	<u>2010/2011</u>
Total Write-Off*	\$175,702	\$220,654	\$354,731
Less:			
Bad Debts Recovered	<u>33,350</u>	<u>50,382</u>	<u>39,429</u>
Net Amount	<u>142,352</u>	<u>170,272</u>	<u>315,302</u>
<u>Write-Offs as a Percentage of Revenues</u>	<u>2006/2007</u>	<u>2007/2008</u>	<u>2008/2009</u>
*As a Percentage of Tuition/Fees	1.3%	1.5%	1.8%
Percentage Change	(.4)%	.2%	.3%

NOTE – Fiscal Year 2010/2011 accounts being charged off relate to amounts billed in fiscal year 2008/2009.

1. Deferment of student fees for 60 days in anticipation of payment of veteran tuition benefits. Veterans Affairs remits monies to both Veterans and Edison to pay for fees depending on which GI Bill they are on.
2. This amount represents return of federal financial aid due to student withdrawals.

EDISON STATE COLLEGE

Table II
Analysis of Delinquent Accounts Written Off
For Fiscal Years 2008/09 through 2010/11



Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 6

Approval to Remove College Property from Inventory

RECOMMENDATION:

The Administration recommends District Board of Trustees approval for the removal of College property from the College's inventory system.

STAFF ANALYSIS:

Florida Statute 274.05 and College Board Policy 6Hx6:4.08 require Board approval prior to removing College property from the inventory system. The attached list of tangible property includes the following:

- Capitalized items (cost \$5,000 and over): twenty two (22) items totaling \$322,150.
- Non-capitalized items (cost \$1,000-\$4,999): three hundred ninety (390) items totaling \$542,687.

The vast majority of these items are computer hardware, printers and personal computers. They will not automatically be replaced, but rather new purchases of these items will be in compliance with College Operating Procedure 02-0406, Technology Acquisition and Replacement.

It is recommended that the Board approve the removal of College property from the inventory system and that the assets be reduced as appropriate.

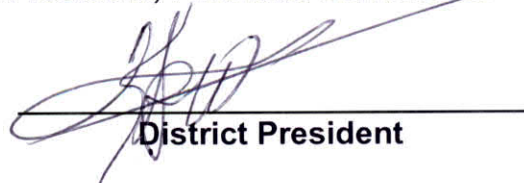
Attachment

REQUESTED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



District President

EDISON STATE COLLEGE
 INVENTORY REMOVAL LISTING
 JUNE 28 2010- DISTRICT BOARD OF TRUSTEES WRITE-OFF

Non-Capitalized Items (Cost \$1,000 to \$4,999)

Property Number	Reason	Description	Acq. Date	Cost
53754	Obsolete	Mirafone Tuba,#1854U	8/1/1977	2,025.00
770	Missing	Satellite Antenna Master Dish	7/26/1985	3,126.96
2158	Obsolete	Heart Sim 2000	12/16/1988	1,795.00
2159	Obsolete	Monitor Interface for HeartSim 200	12/16/1988	1,595.00
3015	Obsolete	Heart Sim Monitor Interface	1/31/1992	1,799.79
3422	Obsolete	Airway Management Trainer-Laerdal	2/12/1993	1,041.00
3443	Obsolete	Anne Torso w/Defib Training System	3/26/1993	1,100.00
3471	Missing	Uniden UST 4500 Satellite Rec&Ant	5/28/1993	1,889.00
4337	Trade-In	LifePack II Cardiac Monitor	4/12/1996	4,093.75
4338	Trade-In	LifePack II Cardiac Monitor	4/12/1996	4,093.75
4339	Trade-In	LifePack II Cardiac Monitor	4/12/1996	4,093.75
4340	Trade-In	LifePack II Cardiac Monitor	4/12/1996	4,093.75
4506	Obsolete	GATEWAY P5166	11/6/1996	2,562.00
4842	Trade-In	Morse Watchmans Bldg. Sec. System	1/27/1997	1,715.45
5075	Obsolete	Laerdal ADV L/SA Advance Mannikin	2/16/1997	3,395.00
5078	Obsolete	HeartSim 2000	2/26/1997	1,695.00
5079	Obsolete	Laerdal Monitor Interface	2/26/1997	1,595.00
5136	Broken	3M Electronic Security Gates	3/5/1997	4,766.40
5137	Broken	3M Electronic Security Gates	3/5/1997	4,766.40
4959	Obsolete	Minolta Quickscan	4/9/1997	1,010.68
5262	Trade-In	Radio with Component	5/29/1997	2,232.00
5353	Broken	HP LaserJet 2500n	8/13/1997	1,404.31
5446	Obsolete	IBM8224 Ethernet Stackable	10/9/1997	1,263.00
5473	Broken	EZGO Golf Cart	11/19/1997	4,648.00
5937	Obsolete	Dell OptiPlex GX1	1/21/1999	1,329.00
5938	Obsolete	Dell OptiPlex GX1	1/21/1999	1,329.00
5955	Obsolete	Dell OptiPlex GX1	2/24/1999	1,329.00
6064	Obsolete	Dell OptiPlex GX1	6/30/1999	1,199.00
6274	Obsolete	IBM 8275-326 Network Switch	10/6/1999	2,149.25
6279	Broken	Color LaserJet 4500N	10/13/1999	2,518.21
6139	Obsolete	Dell OptiPlex GX1	11/10/1999	1,089.00
5998	Obsolete	Laerdal Airway Mgmt Trainer	5/19/2000	1,192.50
5999	Obsolete	Laerdal Airway Mgmt Trainer	5/19/2000	1,192.50
6761	Broken	ASK Proxima 6850 Projector	6/8/2000	4,749.00
6762	Broken	ASK Proxima 6850 Projector	6/8/2000	4,749.00
6553	Obsolete	IBM 8275-326 Network Switch	6/14/2000	1,325.00
6826	Broken	Proxima 6850	7/27/2000	4,749.00
6862	Broken	3M Bookcheck Security	8/23/2000	1,861.50

EDISON STATE COLLEGE
 INVENTORY REMOVAL LISTING
 JUNE 28 2010- DISTRICT BOARD OF TRUSTEES WRITE-OFF

Non-Capitalized Items (Cost \$1,000 to \$4,999)

Property Number	Reason	Description	Acq. Date	Cost
6947	Obsolete	Laerdal ALS Baby/HeartSim 200	10/4/2000	1,591.11
6948	Obsolete	Laerdal ALS Baby/HeartSim 200	10/4/2000	1,591.12
6942	Obsolete	Ambu Adult Intubation Trainer w/case	10/11/2000	1,037.00
6949	Obsolete	Laerdal Airway Mgmt Trainer	10/11/2000	1,053.00
6950	Obsolete	Laerdal Airway Mgmt Trainer	10/11/2000	1,053.00
6954	Obsolete	Magecode Kid w/sounds Trainer Sim.	10/11/2000	3,270.00
11625	Broken	Samsung SDP-900DXA Doc.Camera	2/27/2001	2,277.50
7282	Obsolete	Alcatel OmniStack	5/29/2001	2,485.25
7366	Obsolete	Dell OptiPlex GX150	5/30/2001	1,198.00
7401	Broken	HP LaserJet 4100n	5/30/2001	1,355.00
7561	Broken	Proxima 6850	6/13/2001	3,999.00
7655	Obsolete	Medtronic P/C Lifepak500	8/22/2001	1,750.00
7656	Obsolete	Medtronic P/C Lifepak500	8/22/2001	1,750.00
7738	Obsolete	Dell OptiPlex GX150	10/24/2001	1,016.00
7739	Obsolete	Dell OptiPlex GX150	10/24/2001	1,016.00
7741	Obsolete	Dell OptiPlex GX150	10/24/2001	1,016.00
7750	Obsolete	Dell OptiPlex GX150	10/24/2001	1,030.49
7751	Obsolete	Dell OptiPlex GX150	10/24/2001	1,030.49
7898	Obsolete	Dell Precision Workstation 340	2/25/2002	2,463.00
7907	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7908	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7909	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7910	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7911	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7912	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7914	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7915	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7916	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7917	Obsolete	Dell OptiPlex GX240	4/15/2002	1,502.00
7918	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7919	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7921	Obsolete	Dell OptiPlex GX240	4/15/2002	1,217.00
7953	Obsolete	Dell OptiPlex GX240	4/15/2002	1,060.00
7955	Obsolete	Dell OptiPlex GX240	4/15/2002	1,060.00
7956	Obsolete	Dell OptiPlex GX240	4/15/2002	1,060.00
7960	Obsolete	Dell OptiPlex GX240	4/15/2002	1,060.00
7964	Obsolete	Dell OptiPlex GX240	4/30/2002	1,113.00
7965	Obsolete	Dell OptiPlex GX240	4/30/2002	1,113.00

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Property Number	Reason	Description	Acq. Date	Cost
7931	Obsolete	Dell OptiPlex GX150	5/6/2002	1,626.00
8426	Obsolete	Dell OptiPlex GX240	5/23/2002	1,442.95
8086	Obsolete	Alcatel OmniStack	6/17/2002	1,956.84
8080	Obsolete	Alcatel OmniStack	6/20/2002	2,892.50
8020	Obsolete	Dell Latitude C610	6/28/2002	1,828.00
8035	Obsolete	Dell OptiPlex GX240	7/24/2002	1,143.00
8036	Obsolete	Dell OptiPlex GX240	7/24/2002	1,088.00
8037	Obsolete	Dell OptiPlex GX240	7/24/2002	1,088.00
8215	Obsolete	Dell OptiPlex GX240	9/10/2002	1,078.00
8236	Surplus	Dell Optiplex GX260	10/1/2002	1,120.00
8252	Obsolete	Dell OptiPlex GX260	10/1/2002	1,120.00
8260	Surplus	Dell Optiplex GX260	10/1/2002	1,120.00
8262	Surplus	Dell Optiplex GX260	10/1/2002	1,120.00
8271	Surplus	Dell Optiplex GX260	10/1/2002	1,120.00
8195	Surplus	Dell Optiplex GX260	10/3/2002	1,999.00
8204	Surplus	Dell Optiplex GX260	10/3/2002	1,158.00
8104	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8105	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8106	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8107	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8108	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8109	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8110	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8111	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8112	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8113	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8114	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8115	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8116	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8117	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8118	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8119	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8120	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8121	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8122	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8123	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8124	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8125	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00

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Property Number	Reason	Description	Acq. Date	Cost
8126	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8127	Obsolete	Dell OptiPlex GX240	10/7/2002	1,192.00
8128	Obsolete	HP LaserJet 4100n	10/7/2002	1,549.36
8207	Obsolete	Dell OptiPlex GX260	10/13/2002	1,158.00
8144	Surplus	Dell Optiplex GX260	10/17/2002	1,119.00
8308	Surplus	Dell Optiplex GX260	10/25/2002	1,287.00
8309	Surplus	Dell Optiplex GX260	10/25/2002	1,119.00
8332	Broken	Proxima 6860	11/26/2002	3,999.00
8323	Surplus	Dell Optiplex GX260	12/4/2002	1,068.00
8326	Obsolete	Dell OptiPlex GX260	12/4/2002	1,068.00
8526	Obsolete	Dell Optiplex GX260	4/7/2003	1,046.00
8527	Obsolete	Dell Optiplex GX260	4/7/2003	1,046.00
8528	Obsolete	Dell Optiplex GX260	4/7/2003	1,046.00
8529	Obsolete	Dell Optiplex GX260	4/7/2003	1,046.00
8532	Obsolete	Dell Optiplex GX260	4/7/2003	1,046.00
8556	Obsolete	Dell Optiplex GX260	4/7/2003	1,184.00
8558	Obsolete	Dell OptiPlex GX350	4/7/2003	2,318.00
8563	Obsolete	Dell Precision Workstation 350	4/7/2003	2,318.00
8732	Obsolete	Alcatel OmniStack	6/4/2003	2,708.64
8737	Broken	HP LaserJet 4600DN	6/10/2003	2,029.65
8772	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8773	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8774	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8779	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8780	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8782	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8783	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8785	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8788	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8790	Obsolete	Dell OptiPlex GX260	6/17/2003	1,095.00
8822	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
8827	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
8830	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
8833	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
8835	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
8837	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
8840	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
8842	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00

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Property Number	Reason	Description	Acq. Date	Cost
8843	Surplus	Dell Optiplex GX260	6/17/2003	1,058.00
9020	Surplus	Dell Optiplex GX270	7/23/2003	1,408.45
9825	Obsolete	Dell OptiPlex GX270	7/23/2003	1,408.45
9075	Obsolete	Alcatel OmniStack	7/30/2003	2,632.25
9066	Surplus	Dell Optiplex GX270	8/12/2003	1,408.45
9067	Obsolete	Dell OptiPlex GX270	8/12/2003	1,408.45
9068	Obsolete	Dell OptiPlex GX270	8/12/2003	1,277.45
9093	Broken	HP Color LaserJet 2500n	9/3/2003	1,149.89
9100	Broken	HP LaserJet 4200n	9/17/2003	1,517.39
9109	Obsolete	Dell OptiPlex SX260	10/2/2003	1,056.00
9116	Broken	HP LaserJet 2500n	10/7/2003	1,149.89
9234	Surplus	Dell Optiplex GX270	12/2/2003	1,320.00
9225	Surplus	Dell Optiplex GX270	1/2/2004	1,049.53
9231	Obsolete	Dell Mobile WorkStation M60	1/7/2004	4,179.00
9250	Surplus	Dell Optiplex GX270	1/26/2004	1,345.00
9255	Broken	Dell Workgroup Laser Printer	2/18/2004	1,413.50
9275	Surplus	Dell Optiplex GX270	3/1/2004	1,255.42
9282	Obsolete	Dell OptiPlex GX270	3/1/2004	1,255.42
9320	Obsolete	DELL Precision360	6/3/2004	2,088.67
9353	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9354	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9355	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9356	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9357	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9358	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9359	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9360	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9361	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9362	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9363	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9364	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9365	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9366	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9367	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9368	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9370	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9371	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9372	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31

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Property Number	Reason	Description	Acq. Date	Cost
9373	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9374	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9375	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9376	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9377	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9378	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9379	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9380	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9381	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9382	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9383	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9384	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9385	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9386	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9387	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9389	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9390	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9391	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9392	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9393	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9394	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9395	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9396	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9397	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9398	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9399	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9400	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9402	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9404	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9405	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9406	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9407	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9408	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9409	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9410	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9412	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9413	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9414	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31

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Property Number	Reason	Description	Acq. Date	Cost
9415	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9416	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9417	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9418	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9419	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9420	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9421	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9422	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9424	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9425	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9426	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9427	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9428	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9429	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9430	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9431	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9432	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9456	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
10441	Surplus	Dell Optiplex GX270	6/10/2004	1,135.31
9493	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9499	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9501	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9502	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9504	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9507	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9508	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9514	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9515	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9517	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9521	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9537	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9551	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9553	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9554	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9555	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9556	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9557	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9558	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31

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Property Number	Reason	Description	Acq. Date	Cost
9559	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9560	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9561	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9562	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9563	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9564	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9568	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9614	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9617	Surplus	Dell Optiplex GX270	6/14/2004	1,143.01
9730	Surplus	Dell Optiplex GX270	6/14/2004	1,143.01
9883	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
10452	Obsolete	Dell OptiPlex GX270	6/14/2004	1,135.31
10454	Surplus	Dell Optiplex GX270	6/14/2004	1,135.31
9023	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9570	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9591	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9592	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9593	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9594	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9595	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9596	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9597	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9624	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9627	Surplus	Dell Optiplex GX270	6/16/2004	1,143.01
9631	Surplus	Dell Optiplex GX270	6/16/2004	1,143.01
9632	Surplus	Dell Optiplex GX270	6/16/2004	1,143.01
9633	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9634	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9635	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9636	Surplus	Dell Optiplex GX270	6/16/2004	1,143.01
9637	Surplus	Dell Optiplex GX270	6/16/2004	1,143.01
9639	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9640	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9643	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9644	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9646	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9648	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9652	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01

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Property Number	Reason	Description	Acq. Date	Cost
9654	Obsolete	Dell OptiPlex GX270	6/16/2004	1,143.01
9671	Surplus	Dell Optiplex GX270	6/16/2004	1,143.01
9672	Surplus	Dell Optiplex GX270	6/16/2004	1,143.01
9709	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9718	Broken	Dell W5300 Laser Printer	6/16/2004	1,400.50
9720	Broken	Dell W5300 Laser Printer	6/16/2004	1,400.50
9755	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9756	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9757	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9758	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9760	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9761	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9762	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9764	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9765	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9766	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9767	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9768	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9770	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9771	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9774	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9775	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9782	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9783	Obsolete	Dell Optiplex GX270	6/16/2004	1,135.31
9791	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9794	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9798	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9799	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9800	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9803	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9805	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9807	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9809	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9816	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9817	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9823	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9828	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9829	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31

EDISON STATE COLLEGE
 INVENTORY REMOVAL LISTING
 JUNE 28 2010- DISTRICT BOARD OF TRUSTEES WRITE-OFF

Non-Capitalized Items (Cost \$1,000 to \$4,999)

Property Number	Reason	Description	Acq. Date	Cost
9830	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9832	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9833	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9834	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9835	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9837	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9838	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9839	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9840	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9842	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9843	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9844	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9855	Broken	Dell W5300 Laser Printer	6/16/2004	1,400.50
9866	Broken	Dell W5300 Laser Printer	6/16/2004	1,400.50
9880	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9885	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9886	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9888	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9890	Surplus	Dell Optiplex GX270	6/16/2004	1,135.31
9930	Obsolete	Dell OptiPlex GX270	6/16/2004	1,572.40
9947	Surplus	Dell Optiplex GX270	6/16/2004	1,572.40
10109	Obsolete	Dell OptiPlex GX270	6/16/2004	1,289.31
10112	Obsolete	Dell OptiPlex GX270	6/16/2004	1,289.31
10442	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
10445	Obsolete	Dell OptiPlex GX270	6/16/2004	1,135.31
9964	Broken	ASK Proxima C420	6/17/2004	3,200.00
9997	Obsolete	Dell OptiPlex GX270	6/22/2004	1,135.31
10000	Surplus	Dell Optiplex GX270	6/22/2004	1,135.31
10023	Broken	Dell W5300 Laser Printer	6/30/2004	1,102.50
10027	Broken	Proxima Projector	6/30/2004	3,200.00
10110	Surplus	Dell Optiplex GX270	8/18/2004	1,289.31
10111	Surplus	Dell Optiplex GX270	8/18/2004	1,289.31
10113	Surplus	Dell Optiplex GX270	8/18/2004	1,289.31
10115	Surplus	Dell Optiplex GX270	8/18/2004	1,289.31
10120	Surplus	Dell Optiplex GX270	8/18/2004	1,289.31
9122	Surplus	Dell Optiplex GX270	10/9/2004	1,467.00
10252	Broken	Samsung SDP-900DXA Doc.Camera	10/14/2004	1,958.00
10292	Broken	Samsung SDP-900DXA Doc.Camera	10/14/2004	1,958.00

EDISON STATE COLLEGE
 INVENTORY REMOVAL LISTING
 JUNE 28 2010- DISTRICT BOARD OF TRUSTEES WRITE-OFF

Non-Capitalized Items (Cost \$1,000 to \$4,999)

Property Number	Reason	Description	Acq. Date	Cost
10731	Obsolete	Dell OptiPlex GX280	6/14/2005	1,091.53
10777	Obsolete	Dell OptiPlex GX280	6/14/2005	1,091.53
10794	Obsolete	Dell OptiPlex GX280	6/14/2005	1,091.53
10797	Obsolete	Dell OptiPlex GX280	6/15/2005	1,023.75
10925	Obsolete	Dell OptiPlex GX280	6/21/2005	1,121.56
10574	Broken	CP-X885 Hitachi Projector	2/21/2006	3,195.00
10575	Broken	Hitachi CP-X885-CP	2/21/2006	3,195.00
11441	Broken	Samsung SDP-900DXA Doc.Camera	6/27/2006	2,198.00
11709	Broken	Dell Latitude D620	3/2/2007	2,450.45
12953	Broken	Stat Adult ALS w/Deluxe Airway	1/20/2009	4,118.90
Total Items 390				\$ 542,687.08
Capitalized Items (Cost >\$5,000)				
3000	Obsolete	LP w/Portable Defibrillator Monitor	7/1/1991	8,474.67
5024	Broken	Sony DKC-5000-10338	7/1/1996	11,118.55
5373	Trade-In	Komatso Forklift	7/30/1997	6,100.00
5971	Obsolete	Mannikin Laerdal Skillmaster ALS	7/1/1998	5,400.00
5973	Obsolete	Mannikin Laerdal Skillmaster ALS	7/1/1998	5,400.00
5974	Obsolete	Mannikin Laerdal Skillmaster ALS	7/1/1998	5,400.00
6605	Obsolete	Dell PowerEdge 4400	7/1/1999	6,894.00
6714	Obsolete	Omni S/R-9P	7/1/1999	55,249.00
6952	Obsolete	Laerdal HP Codemaster Heart Monitor	7/1/2000	9,995.00
6968	Obsolete	Omni S/R-9P	7/1/2000	34,914.60
7107	Obsolete	Dell PowerEdge 2400	7/1/2000	5,833.00
7402	Obsolete	Dell PowerEdge 4400	7/1/2000	6,905.00
7767	Obsolete	IBM 3583L18	7/1/2001	60,637.00
8615	Obsolete	Omni S/R-9P	4/25/2003	49,549.65
9965	Broken	Ask Proxima	6/17/2004	6,379.94
9972	Broken	ASK Proxima Projector	7/17/2004	6,379.95
9973	Broken	ASK Proxima Projector	6/17/2004	6,379.95
9979	Broken	ASK Proxima Projector	6/17/2004	6,379.95
9981	Broken	Proxima Projector	6/17/2004	6,379.95
9987	Broken	Proxima Projector	6/17/2004	6,379.95
10035	Broken	Ask Proxima	6/30/2004	6,379.94
10329	Broken	Datacard Magna	11/30/2004	5,619.64
Total Items 22				\$ 322,149.74
Grand Total				\$ 864,836.82

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 7

Approval to Transfer Unrestricted Fund Balance

RECOMMENDATION:

The Administration recommends District Board of Trustees approval of a transfer of the Unrestricted Fund Balance to the Unexpended Plant Fund.

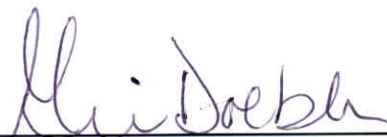
STAFF ANALYSIS:

The College requests that the District Board of Trustees approve a transfer in the amount of \$1,950,000 from the Current Unrestricted Fund 1 to the Unexpended Plant Fund 7. This transfer is requested in support of the College's Technology Plan, supporting on-going capital needs including additional parking or parking lot improvements.

In accordance with Rule 6A-14.0716, Florida Administrative Code, transfers from the Current Unrestricted Fund require approval by the College Board of Trustees as well as the Department of Education, Chancellor for Florida Colleges.

Attachment

REQUESTED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



President

BUDGET AMENDMENT REQUEST

COLLEGE: Edison State College

FISCAL YEAR: 2010-2011

Be it resolved that the District Board of Trustees, Edison State College, in meeting assembled, pursuant to Section 1011.30, Florida Statutes, and Rule 6A-14.0716(3)(b), Florida Administrative Code, hereby requests the State Board of Education to approve amendments to the college budget for the fiscal year as follows:

REASONS FOR BUDGET AMENDMENT: Place an "X" by the applicable reason for amendment.

 X (1) **JUSTIFICATION: To budget transfer of funds from Fund I (Current Fund - Unrestricted) to:**

Fund	Amount	Explanation
7	\$1,400,000	Transfer is requested from Fund 1 in support of current technology and on-going capital needs.
7	\$550,000	Transfer is requested from Fund 1 in support of future construction needs for parking.

 (2) **CHANGE IN FUND BALANCE: Notification necessary only if New Fund Balance is less than 5%**
 New Fund Balance _____ %

CERTIFIED AS APPROVED BY BOARD:

 President (as Secretary of the Board) BOARD APPROVAL DATE: _____

DEPARTMENT OF EDUCATION

CERTIFIED AS APPROVED BY DEPARTMENT OF EDUCATION:

 CHANCELLOR, THE FLORIDA COLLEGE SYSTEM DATE: _____

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 8

Approval of the Fiscal year 2011-12 Budget and Operating Plans

RECOMMENDATION:

The administration recommends District Board of Trustees approval of the Fiscal Year 2011-12 Edison State College Budget and Operating Plans.

STAFF ANALYSIS:

The 2011-12 Budget and Operating Plans document consists of the College's Operating Budget, Collegiate High Schools Budget, Capital Outlay Budget, Technology Budget, Financing Corporation Budget, Student Tuition and Fees, Investment Policy and Salary Schedule which require Board approval. Additional information is also included in the document and has been provided for information only. This document has been prepared in compliance with Florida Administrative Rule 6A-14.0716 and Florida Statutes 1011.30.

The first draft of the 2011-12 Budget and Operating Plans document was reviewed at the May Board of Trustees workshop. A final draft is submitted for your approval.

Attachment

REQUESTED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



President

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 9

Authorize the College Administration to Contract with Edison State College Financing Corporation to Manage Student Housing.

RECOMMENDATION:

The Administration recommends District Board of Trustees approval for the College to manage and operate student housing on behalf of the Financing Corporation.

STAFF ANALYSIS:

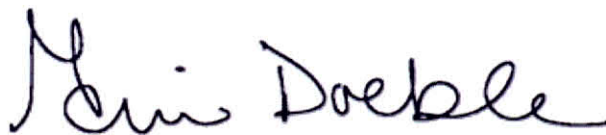
The Financing Corporation Board of Directors met on June 10, 2011 to review management options regarding student housing. College staff presented two management options:

- Contract with an outside vendor
- Contract with Edison State College

After careful review, the Financing Corporation Board of Directors adopted a motion to contract with the College for the management and operation of student housing. Several advantages associated with this option include cost savings, efficiency, effectiveness and flexibility.

The Administration recommends District Board of Trustees approval for the College to enter into a contract with the Financing Corporation to manage and operate student housing.

REQUESTED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:


President

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 10

Approval of July 1, 2011 Salary Increases.

RECOMMENDATION:

The Administration recommends District Board of Trustees approval of the salary increases for non-instructional employees of the College and all regular employees of the Edison Collegiate High Schools.

STAFF ANALYSIS:

The College recognizes the staff for their dedication and commitment to our students and the College during the past year. Over the past three (3) years, the average workload in the administrative areas has grown by approximately 36%, yet the staffing levels for these areas has increased only 15%. During this growth, the staff continued to provide excellent service to students by working harder, and in some cases, working longer.

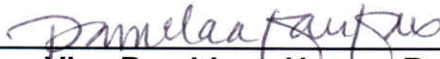
In recognition of these efforts the administration recommends the following salary increases. This recommendation includes a higher percentage increase for employees that are at the lower end of the salary schedule.

1. A salary increase of 5% for eligible non-exempt (hourly) employees.
2. A salary increase of 4% for eligible exempt (salaried) employees.

Full-time and part-time regular status employees on payroll prior to the July 1, 2011 effective date of the salary increases are eligible for the increase in accordance with College procedures. Temporary employees are not eligible for the increase; employees in a grant or special funded position are not eligible unless funding is available through the grant or special funding. Salary adjustments are at the discretion of the District President.

It is recommended that these actions be approved.

REQUESTED BY:



Vice President, Human Resources

APPROVED FOR AGENDA BY:



District President

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 11

**Approval to REVISE COLLEGE POLICY 6Hx6:1.02 – DUTIES,
POWERS, AND RESPONSIBILITIES OF THE PRESIDENT OF
THE DISTRICT**

RECOMMENDATION:

**The Administration recommends District Board of Trustees
approval of the revisions to College Policy 1.02.**

STAFF ANALYSIS:

Staff has worked with the District Board of Trustees to clarify and revise College Policy 1.02. Discussions have been held with the District Board of Trustees at a May 26, 2011 workshop meeting and at a June 18, 2011 workshop meeting. The comments and requests of the Trustees have been incorporated into this final draft and it is presented for approval.

Attachment

REQUESTED BY:



General Counsel

APPROVED FOR AGENDA BY:



President

TITLE: DUTIES, POWERS AND RESPONSIBILITIES OF THE PRESIDENT OF THE DISTRICT

**AUTHORITY: Florida Statutes 1001.02; 1001.61(5); 1001.64; 1004.65
State Board of Education Regulation Rules Chapter 6A-14**

POLICY:

The College District President is the executive officer and corporate secretary of the District Board of Trustees as well as the chief administrative officer of the College. The District Board of Trustees delegates to the District President the responsibility, authority and duties for leadership, supervision and management of the College in accordance with the Florida Statutes, State Board of Education Rules, Division of Florida Colleges, Rules and Policies of the District Board of Trustees. Without limiting the generality of the foregoing, the District Board of Trustees specifically delegates to the College District President the authority to execute all documents, agreements, contracts and instruments of payment and conveyance on behalf of the District Board of Trustees up to an amount not exceeding five hundred thousand dollars (\$500,000).

The District President is authorized by the District Board of Trustees to delegate any duties and responsibilities as may be appropriate. The District President is authorized to perform such other duties and make decisions which are necessary, proper and lawful for the operation of the College, and to make interpretations of Statutes, State Board of Education, Division of Florida Colleges, Rules and District Board Policies in accordance with Florida Statute 1001.65.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 12

Approval to REVISE COLLEGE POLICY 6Hx6:1.04 – BOARD AGENDAS

RECOMMENDATION:

The Administration recommends District Board of Trustees approval of the revisions to College Policy 1.04.

STAFF ANALYSIS:

Staff has worked with the District Board of Trustees to clarify and revise College Policy 1.04. Discussions have been held with the District Board of Trustees at a May 26, 2011 workshop meeting and at a June 18, 2011 workshop meeting. The comments and requests of the Trustees have been incorporated into this final draft and it is presented for approval.

Attachment

REQUESTED BY:



General Counsel

APPROVED FOR AGENDA BY:



President

TITLE: BOARD AGENDAS

AUTHORITY: Florida Statutes 1001.61(4)(5); 1001.64; 1001.65 State Board of Education Rule 6A-1 4.0261

POLICY:

1. The District President of the College in consultation with the Chair of the District Board of Trustees shall prepare the agenda for all District Board of Trustees meetings in the following order:
 - a. Call to order
 - b. Pledge of Allegiance to the flag
 - c. Reports to the District Board of Trustees
 - d. Announcement of workshops
 - e. Information and discussion
 - f. Consent agenda and action agenda
 - g. Adjournment
2. The agenda for all regular meetings of the District Board of Trustees shall be prepared for delivery to all District Board of Trustees members at least five (5) calendar days prior to the District Board of Trustees meeting. The agenda shall list the specific items to be considered.
3. Agenda items having a direct fiscal impact in excess of fifteen thousand dollars (\$15,000) shall include on the agenda cover page a concise identification of the dollar amount of the impact and an identification of the fund from which the amount will be paid.
4. Once the agenda is published, changes in the agenda shall only be made for good cause as determined by the District President in consultation with the Chair of the District Board of Trustees.
5. The meeting and workshop agendas and available backup materials shall be posted on the College's website and shall also be available to the public in the libraries located on the Charlotte County, Collier County, and Lee County Campuses as well as the Henry/Glades Center. In addition, the approved minutes of all workshop and regular meetings of the District Board of Trustees shall be posted on the College's website and shall also be available to the public in the College's libraries located on the Charlotte County, Collier County and Lee County Campuses as well as the Henry/Glades Center within fifteen calendar days of their approval by the District Board of Trustees.

Effective Date: 4/23/92; Edit 08/23/05; Rev. 06/28/11

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 13

**Approval of Dates, Time, and Locations for District Board of Trustees
Regular Meetings for 2011-2012**

RECOMMENDATION:

The Administration recommends that the District Board of Trustees meet on the fourth Tuesday of the month at 4:00 p.m. at the locations and dates indicated on the attached list.

STAFF ANALYSIS:

The District Board of Trustees must submit a Report of Organization to the Chancellor of the Division of Florida Colleges within two weeks after the date of the organizational meeting. The Board must select the day, time, and the designated location for regular board meetings to be held. Since we serve a five-county area, it is suggested that meetings be held at the designated location on the dates shown. The attached list shows the proposed dates and meeting locations of the District Board of Trustees for 2011-2012.

Attachment

REQUESTED and APPROVED FOR AGENDA BY:



President

Edison State College District Board of Trustees
Schedule of Meetings
July 2011 – June 2012

August 23, 2011

Lee Campus

September 27, 2011

Collier Campus

October 25, 2011

Lee Campus

November 22, 2011

Lee Campus

January 24, 2012

Charlotte Campus

February 28, 2012

Lee Campus

April 24, 2012

Charlotte Campus

May 22, 2012

LaBelle Center

June 26, 2012

Lee Campus

Note:

- **Charlotte County meeting will be held in the Charlotte Campus Auditorium**
- **Collier County meeting will be held in the Collier Campus Conference Center (Building J, Room 103)**
- **Hendry County meeting will be held at the Edison State College Hendry Glades Center located at 1092 E. Cowboy Way, LaBelle, FL (Building A, Room 119)**
- **Lee County meetings will be held in Robinson Hall in the Boardroom (Building I, Room 223)**
- **Meetings start at 4:00 p.m.**
- **No meetings – July and December 2010, and March and July 2011**

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 14

Election of District Board of Trustees Officers for 2011-2012

RECOMMENDATION:

The Administration recommends that the District Board of Trustees elect a Chairman and Vice Chairman to serve for 2011-2012.

STAFF ANALYSIS:

Each year, to be in compliance with Chapter 1001.61(4), Florida Statutes, the District Board of Trustees elects a Chairman and Vice Chairman to serve for the fiscal year. The current officers are Chairman, Christopher T. Vernon, and Vice Chairman, Mary Lee Mann.

Attachment

MANDATED BY: Chapter 1001.61(4), Florida Statutes

APPROVED FOR AGENDA BY: _____



President

1001.61^[1]Community college boards of trustees; membership.—

(1)^[1]Community college boards of trustees shall be comprised of five members when a ^[1]community college district is confined to one school board district; seven members when a ^[1]community college district is confined to one school board district and the board of trustees so elects; and not more than nine members when the district contains two or more school board districts, as provided by rules of the State Board of Education. However, Florida State College at Jacksonville shall have an odd number of trustees.

(2) Trustees shall be appointed by the Governor and confirmed by the Senate in regular session.

(3) Members of the board of trustees shall receive no compensation but may receive reimbursement for expenses as provided in s. [112.061](#).

(4) At its first regular meeting after July 1 of each year, each ^[1]community college board of trustees shall organize by electing a chair, whose duty as such is to preside at all meetings of the board, to call special meetings thereof, and to attest to actions of the board, and a vice chair, whose duty as such is to act as chair during the absence or disability of the elected chair. It is the further duty of the chair of each board of trustees to notify the Governor, in writing, whenever a board member fails to attend three consecutive regular board meetings in any one fiscal year, which absences may be grounds for removal.

(5) A ^[1]community college president shall serve as the executive officer and corporate secretary of the board of trustees and shall be responsible to the board of trustees for setting the agenda for meetings of the board of trustees in consultation with the chair. The president also serves as the chief administrative officer of the ^[1]community college, and all the components of the institution and all aspects of its operation are responsible to the board of trustees through the president.

History.—s. 77, ch. 2002-387; s. 10, ch. 2009-228.

^[1]Note.—Section 21, ch. 2010-70, directs the Division of Statutory Revision to prepare a reviser's bill to substitute the term "Florida College System institution" for the terms "Florida college," "community college," and "junior college" where those terms appear in the Florida K-20 Education Code.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 15

Approval of Personnel Actions

RECOMMENDATION:

The Administration recommends District Board of Trustees approval of the attached list of Personnel Consent Agenda actions.

STAFF ANALYSIS:

Personnel Consent Agenda actions are consistent with Florida Statute 1001.65(3), Florida Department of Education, Administrative Rule 6A-14.0261, Board Policy 6Hx6: 5.02, and approved practices of the district and are deemed routine in nature. It is recommended that the attached list of Personnel Consent Agenda actions be approved.

During the time period since the last Board meeting, personnel changes have occurred. The attached list reflects 116 appointments, 19 special contracts, 5 Family Medical Leaves, 43 employee departures and 1322 part-time adjuncts.

These actions have been reviewed by appropriate supervisors, approved by designated College administrators, and discussed with the Board Liaison. It is recommended that these actions be approved.

Attachment

REQUESTED BY:



Vice President, Human Resources

APPROVED FOR AGENDA BY:



District President

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 16

Edison State College Monthly Financial Report

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

Table #1

This report is for informational purposes only and requires no action by the Board. It compares the actual sources and uses of operating funds for the current fiscal period to the same period from the prior year. It is provided to give the reader an indication of how the College's financial position is growing on an incremental basis from year to year.

Table #2

This report is for informational purposes only and requires no action by the Board. It compares the actual sources and uses of operating funds for the current fiscal period to the budgeted sources and uses of operating funds for the current fiscal period. It is provided to give the reader an indication of how the College is performing in relation to its current operating budget.

These reports summarize the College's performance, or capacity, in raising, handling and using public funds. These reports allow managers to effectively allocate and use resources and additionally allow others to evaluate the financial operations of the College.


Attachment

REQUESTED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



President

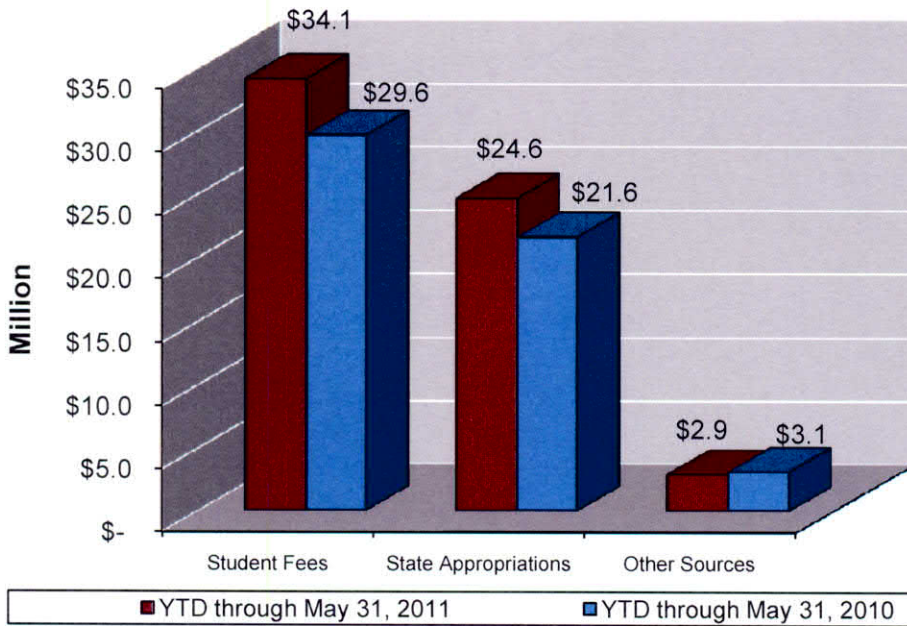
**MONTHLY FINANCIAL REPORTS
INFORMATION AGENDA
FINANCIAL REPORT**

**EDISON STATE COLLEGE
OPERATING BUDGET BY REVENUE AND EXPENSE CATEGORY
COMPARISON OF CURRENT YEAR TO PRIOR YEAR
for Fiscal Year Ending June 30, 2011**

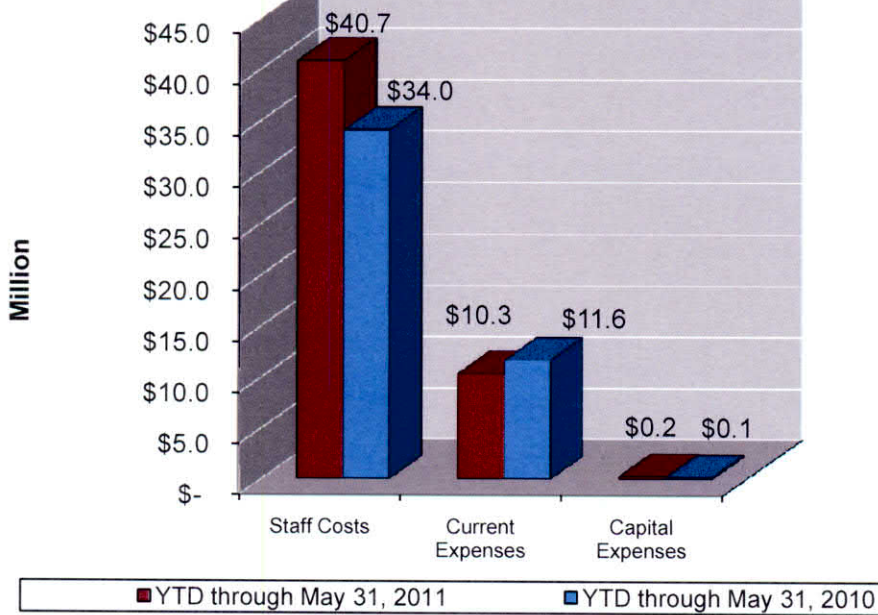
Table #1

	Month Ending		Increase / (Decrease)	
	May 31, 2011	May 31, 2010	from Prior Year	
	Actual (Year To Date)	Actual (Year To Date)	Amount	%
SOURCES OF FUNDS				
Student Fees	\$ 34,050,357	\$ 29,584,492	\$ 4,465,865	15.1%
Support from State Govt.	24,634,719	21,561,153	3,073,566	14.3%
Support from Fed. Govt.	107,667	87,336	20,331	23.3%
Gifts, Contributions, Grants & Contracts	55,591	2,500	53,091	2123.6%
Sales & Services	361,926	408,346	(46,420)	-11.4%
Transfers (from other funds)	592,568	334,057	258,511	77.4%
Other Sources	183,429	176,578	6,852	3.9%
Board Designated Reserves	-	650,000	(650,000)	-100.0%
Fund Balance Transfers	1,581,344	1,436,303	145,041	10.1%
TOTAL FUNDS AVAILABLE	\$ 61,567,601	\$ 54,240,765	\$ 7,326,836	13.5%
USES OF FUNDS				
Staff Costs				
Executive & Mgt. Staff	\$ 3,956,934	\$ 3,457,194	\$ 499,740	14.5%
Instructional Staff	11,173,395	9,497,069	1,676,325	17.7%
Other Professional Staff	5,154,316	4,223,738	930,578	22.0%
Tech., Clerical & Trade Staff	3,814,968	3,381,336	433,632	12.8%
Instructional & Other Temp. Professionals [Adjuncts]	7,785,239	6,516,606	1,268,634	19.5%
Student Employment	326,897	264,752	62,145	23.5%
Benefits	8,474,373	6,612,755	1,861,617	28.2%
Total Staff Costs	\$ 40,686,122	\$ 33,953,451	\$ 6,732,671	19.8%
Current Expenses				
Travel	\$ 383,535	\$ 308,697	\$ 74,838	24.2%
Operating Expenses	3,525,217	3,757,393	(232,176)	-6.2%
Rental - Facilities & Equipment	481,106	370,814	110,293	29.7%
Insurance	746,508	763,414	(16,906)	-2.2%
Utilities	1,458,994	1,460,302	(1,308)	-0.1%
Contract Services	3,652,492	4,176,851	(524,359)	-12.6%
Transfers (to other funds)	43,064	748,010	(704,946)	-94.2%
Other Expenses	506	(442)	948	-214.5%
Budget Contingency		-	-	0.0%
Total Current Expenses	\$ 10,291,421	\$ 11,585,040	\$ (1,293,617)	-11.2%
Capital Expenditures				
Capital Expenditures	\$ 237,464	\$ 116,603	\$ 120,860	103.7%
Total Capital Expenditures	\$ 237,464	\$ 116,603	\$ 120,860	103.7%
TOTAL EXPENDITURES & TRANSFERS	\$ 51,215,007	\$ 45,655,094	\$ 5,559,914	12.2%

**EDISON STATE COLLEGE
Revenue Comparison by Source of Funds**



**EDISON STATE COLLEGE
Expenditure Comparison**



**MONTHLY FINANCIAL REPORT
INFORMATION AGENDA
FINANCIAL REPORT**

**EDISON STATE COLLEGE
OPERATING BUDGET BY REVENUE AND EXPENSE CATEGORY
COMPARISON OF CURRENT YEAR ACTUAL TO CURRENT YEAR REVISED BUDGET
for Fiscal Year Ending June 30, 2011**

Table #2

SOURCES OF FUNDS	Month Ending May 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget	Actual		
	(Total Year)	(Year To Date)		
Student Fees	\$ 33,921,939	\$ 34,050,357	\$ (128,419)	100.4%
Support from State Govt.	27,080,202	24,634,719	2,445,483	91.0%
Support from Fed. Govt.	55,000	107,667	(52,667)	195.8%
Gifts, Contributions, Grants & Contracts	55,591	55,591	-	100.0%
Sales & Services	397,279	361,926	35,353	91.1%
Transfers (from other funds)	592,568	592,568	-	100.0%
Other Sources	196,680	183,429	13,251	93.3%
Fund Balance Transfers	1,581,344	1,581,344	-	100.0%
TOTAL FUNDS AVAILABLE	\$ 63,880,603	\$ 61,567,602	\$ 2,313,001	96.4%
USES OF FUNDS				
Staff Costs				
Executive & Mgt. Staff	\$4,437,493	\$ 3,956,934	\$ 480,559	89.2%
Instructional Staff	12,348,416	11,173,395	1,175,021	90.5%
Other Professional Staff	5,792,324	5,154,316	638,007	89.0%
Tech., Clerical & Trade Staff	4,337,502	3,814,968	522,534	88.0%
Instructional & Other Temp. Professionals [Adjuncts]	7,848,684	7,785,239	63,445	99.2%
Student Employment	365,793	326,897	38,895	89.4%
Benefits	9,652,488	8,474,373	1,178,115	87.8%
Total Staff Costs	\$ 44,782,699	\$ 40,686,122	\$ 4,096,577	90.9%
Current Expenses				
Travel	\$ 634,325	\$ 383,535	\$ 250,790	60.5%
Operating Expenses	6,524,286	3,525,217	2,999,069	54.0%
Rental - Facilities & Equipment	685,358	481,106	204,252	70.2%
Insurance	814,569	746,508	68,061	91.6%
Utilities	1,914,303	1,458,994	455,308	76.2%
Contract Services	4,802,497	3,652,492	1,150,005	76.1%
Transfers (to other funds)	43,064	43,064	-	100.0%
Other Expenses	42,174	506	41,668	1.2%
Budget Holdback Contingency	3,000,000	-	3,000,000	0.0%
Budget Contingency	231,852	-	231,852	0.0%
Total Current Expenses	\$ 18,692,427	\$ 10,291,422	\$ 8,401,005	55.1%
Capital Expenditures				
Capital Expenditures	\$ 405,476	\$ 237,464	\$ 168,013	58.6%
Total Capital Expenditures	\$ 405,476	\$ 237,464	\$ 168,013	58.6%
TOTAL EXPENDITURES & TRANSFERS	\$ 63,880,603	\$ 51,215,008	\$ 12,665,594	80.2%

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Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 17

**Edison State College Collegiate High Schools Monthly
Financial Report**

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

This report is for informational purposes only and requires no action by the Board. It compares the actual sources and uses of funds for the current fiscal period to the budgeted sources and uses of funds for the current fiscal period. It is provided to give the reader an indication of how the Collegiate High Schools are performing in relation to their current budget.

- Table 1 represents the activity for the Collegiate High School - Charlotte Campus.
- Table 2 represents the activity for the Collegiate High School – Lee Campus

These reports summarize the Collegiate High Schools performance, or capacity, in raising, handling and using public funds. These reports allow managers to effectively allocate and use resources and additionally allow others to evaluate the financial operations of the Collegiate Schools.

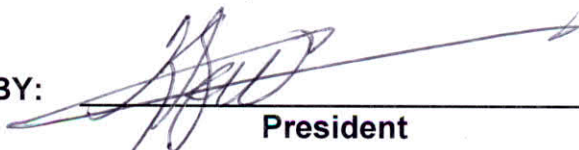
Attachment

REQUESTED BY:



Vice President, Financial Services

APPROVED FOR AGENDA BY:



President

**EDISON STATE COLLEGE COLLEGIATE HIGH SCHOOL
CURRENT OPERATING BUDGET
FOR THE FISCAL YEAR ENDING JUNE 30, 2011
as of May 31, 2011**

**Table 1
CHARLOTTE CAMPUS**

	Month Ending May 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget (Total Year)	Actual (Year To Date)		
SOURCES OF FUNDS				
State Funding	\$ 1,221,407	\$ 1,025,334	\$ 196,073	83.9%
Grant Funding	142,830	114,886	27,944	80.4%
Capital Funding	138,995	87,095	51,900	62.7%
Food Service Sales	36,000	50,362	(14,362)	139.9%
Fund Balance Transfers	55,667	55,667	0	100.0%
TOTAL FUNDS AVAILABLE	\$ 1,594,900	\$ 1,333,344	\$ 261,556	83.6%

USES OF FUNDS				
Staff Costs				
Instruction	\$423,879	\$414,127	\$ 9,752	97.7%
Instructional Support	52,199	52,199	-	100.0%
Administration	215,100	203,627	11,473	94.7%
Benefits	196,368	166,885	29,483	85.0%
Total Staff Costs	\$ 887,546	\$ 836,838	\$ 50,708	94.3%

Current Expenses				
Travel	\$ 106,200	\$ 58,430	\$ 47,770	55.0%
Operating Expenses	292,842	226,097	66,745	77.2%
Rental - Facilities & Equipment	138,995	-	138,995	0.0%
Utilities	45,407	28,929	16,478	63.7%
Contract Services	76,360	60,256	16,104	78.9%
Contingency	29,726	-	29,726	0.0%
Total Current Expenses	\$ 689,530	\$ 373,712	\$ 315,818	54.2%

Capital Expenditures				
Capital Expenditures	\$ 17,823	\$ 16,323	\$ 1,500	91.6%
Total Capital Expenditures	\$ 17,823	\$ 16,323	\$ 1,500	91.6%

TOTAL EXPENDITURES & TRANSFERS	\$ 1,594,900	\$ 1,226,873	\$ 368,026	76.9%
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**EDISON STATE COLLEGE COLLEGIATE HIGH SCHOOL
CURRENT OPERATING BUDGET
FOR THE FISCAL YEAR ENDING JUNE 30, 2011
as of May 31, 2011**

**Table 2
LEE CAMPUS**

SOURCES OF FUNDS	Month Ending May 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget	Actual		
	(Total Year)	(Year To Date)		
State Funding	\$ 645,930	\$ 571,482	\$ 74,448	88.5%
Grant Funding	332,425	325,000	7,425	97.8%
Capital Funding	69,498	41,531	27,967	59.8%
Food Service Sales	32,000	31,121	879	97.3%
Fund Balance Transfers	62,777	37,512	25,265	59.8%
TOTAL FUNDS AVAILABLE	\$ 1,142,630	\$ 1,006,646	\$ 135,984	88.1%

USES OF FUNDS				
Staff Costs				
Instruction	\$195,943	\$180,038	\$ 15,905	91.9%
Instructional Support	51,514	45,269	6,245	87.9%
Administration	133,612	129,225	4,387	96.7%
Benefits	104,224	95,740	8,484	91.9%
Total Staff Costs	\$ 485,293	\$ 450,272	\$ 35,021	92.8%

Current Expenses				
Travel	\$ 123,750	\$ 89,843	\$ 33,907	72.6%
Operating Expenses	346,651	203,786	142,865	58.8%
Rental - Facilities & Eq.	69,498	-	69,498	0.0%
Insurance	7,140	5,325	1,815	74.6%
Utilities	11,779	-	11,779	0.0%
Contract Services	8,600	6,930	1,670	80.6%
Contingency	20,371	-	20,371	0.0%
Total Current Expenses	\$ 587,789	\$ 305,884	\$ 281,905	52.0%

Capital Expenditures				
Capital Expenditures	\$ 69,548	\$ 15,284	\$ 54,264	22.0%
Total Capital Expenditures	\$ 69,548	\$ 15,284	\$ 54,264	22.0%

TOTAL EXPENDITURES & TRANSFERS	\$ 1,142,630	\$ 771,440	\$ 371,190	67.5%
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Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 18

**Edison State College's Direct Support Organizations'
Investment Reports**

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

These reports are for informational purposes only and require no action by the Board. These reports summarize the performance of investments held by the College's Direct Support Organizations. These reports allow management to assess the yields on investments, to shift strategies if needed, and the ability to project out future earnings in order to budget accordingly.

Attachment

REQUESTED BY:



Vice President, Financial Services

REQUESTED BY:



Vice President of Development

APPROVED FOR AGENDA BY:

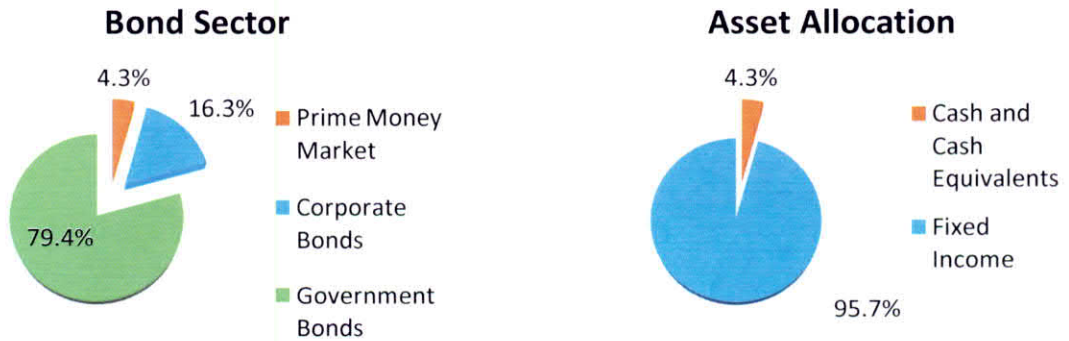

President

Edison State College Financing Corporation
Executive Investment Summary
Fourth Quarter Ending 3-31-2011

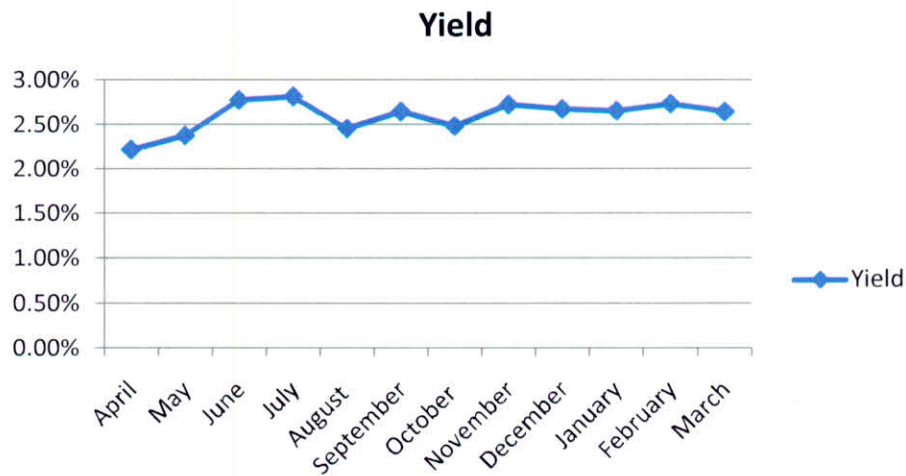
Investment Strategy

The Financing Corporation's policy limits investments to U.S. Treasuries, U.S. Government Agency Bonds, and Corporate Bonds. All investments must be rated AA or better by any of the three rating agencies. The policy prescribes a final maturity of 3.5 years for any single issue.

Investment Allocation



Investment Earnings



As of March 31, 2011 the Financing Corporation Portfolio had a market value of \$6,092,935. Through the third quarter ended March 31, 2011 the Financing Corporation had recorded investment income of \$103,949.

Future Outlook

The investments of the Financing Corporation will continue to be tracked in order to optimize the yields while staying safe and liquid enough for any planned projects in need of these resources. No changes requiring a shift in strategy are anticipated in the short term.

Edison State College Foundation, Inc.
Executive Investment Summary
For Fiscal Year Ending 3-31-2011

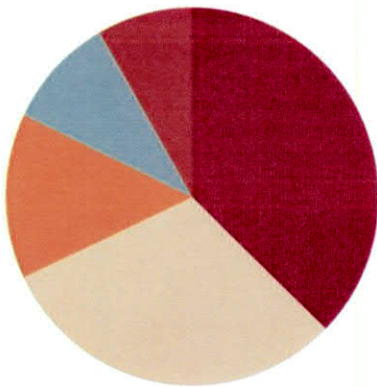
Investment Strategy

The Foundation's long-term and primary investment objective is to earn a total return, net of fees and with prudent levels of risk, which is sufficient to maintain the purchasing power of the endowed assets and support the annual spending policy.

To achieve this investment objective, the Foundation's endowment is allocated among six asset classes: Domestic Equities, International Equities, Alternative Investments, Fixed Income, Inflation Protection Assets, and Cash/Equivalents.

Investment Allocation at 3/31/2011

Current Portfolio Allocation



Asset Class	Total Market Value	% Allocation
US Equity	\$ 14,877,646	37.3%
Fixed Income	\$ 12,176,900	30.7%
Cash & Equivalents	\$ 5,594,127	14.1%
Int Equity	\$ 3,798,838	9.6%
Hedge Funds	\$ 3,278,650	8.3%
TOTAL	\$ 39,726,160	100%

Investment Earnings

The Foundation portfolio is up 11.27% vs. 10.24% for the blended benchmark during FY2011. The Foundation portfolio continues to maintain a high ratio of return vs. risk. The annualized return was 11.20% vs. annualized risk of 8.14%. As a comparison the blended benchmark return/risk was 11.79%/10.32%.

The portfolio sustained a generous rebound in FY2011 as the stock market and other investment classes saw substantial, value driven, growth. The Foundation remains committed to its disciplined investment approach focusing on long-term investment goals while managing current cash needs with careful monitoring. A thoughtful rebalancing strategy remains in place.

2011 Outlook

The first half of 2011 showed all signs of an uptick in the economy and subsequently charitable giving, nationwide. The forecast for giving through year end is not so good, however. The growth in giving is projected to begin slowing by the end of June and continue to slide through year end. Most notably, fourth quarter giving is projected to be down as compared with the fourth quarter of 2010. The leading philanthropic indicators forecast a 4.3% increase in total giving over 2010. The forecast is updated monthly. Several factors are driving down the forecast. Most notably high prices for gasoline and food are sucking resources out of individual discretionary spending. Continuing U.S. deficit fears, along with the specter of interest rate increases, lingering high unemployment, and increasing election campaign fund raising activities are putting pressure on the charitable giving economy.

Foundation investment strategies will remain within approved current asset allocation model for the near term.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 19

Edison State College Foundation, Inc. 2011-2012 Budget

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

The Foundation budget was approved by the Foundation Board of Directors at their March 15, 2011 meeting. College Board rule 6Hx6:1.03 states that the Foundation's annual budget must be submitted to the Board of Trustees for information.

The 2011-2012 budget reflects an overall increase which is reflective of a growing asset base and a return to more normal operating levels after a significant budget reduction in the previous fiscal year.

Attachment

REQUESTED BY:


Vice President of Development

APPROVED FOR AGENDA BY:


President



**2011-2012 Budget
Unrestricted**

ANTICIPATED RESOURCES APRIL 1, 2011 - MARCH 31, 2012

	BUDGET	BUDGET
Available Spendable Balances as of April 1, 2011	2010-2011	2011-2012
Operating Revenue	<u>857,000</u>	<u>871,187</u>
 Total Available Spendable Balance	 857,000	 871,187
Spendable Income:		
Investment Generated Income		
Earnings from Scholarship and other Support Funds	<u>133,255</u>	<u>140,250</u>
 Total Operating Revenue from Investments	 133,255	 140,250
 Non-Endowed Contributions and Event Revenue		
Annual Fund Gifts/Patron Renewals (non-scholarship)	50,000	50,000
District-wide Program Support	50,000	50,000
Annually Funded Scholarships	400,000	400,000
Barbara B. Mann Misc Support	24,000	24,000
Misc Grants	39,000	39,000
Charlotte Pops Revenue	30,000	30,000
Gala Ticket Revenue	22,000	22,000
Lee Pops Revenue	50,000	50,000
Collier LIFE Award Revenue	30,000	30,000
Sponsorships for Misc. Events	-	-
 Total Non-Endowed/Spendable Income	 <u>695,000</u>	 <u>695,000</u>
 TOTAL RESOURCES AVAILABLE FOR EXPENDITURE	 <u><u>1,685,255</u></u>	 <u><u>1,706,437</u></u>

2/10/2011

2011-2012 Budget
Unrestricted

I. INSTITUTIONAL SUPPORT

Objective 1. To assist the college in its mission through community involvement and leadership.

	BUDGET 2010-2011	BUDGET 2011-2012	% Change
A. College President's Development and Public Relations Fund	4,000	4,000	0%
B. College President's Vehicle Allowance	18,000	18,000	0%
C. Organizational Memberships	1,500	1,500	0%
D. College Development Initiatives	9,000	9,000	0%
E. PAH Ticket Fund for Disadvantaged Students	4,000	2,500	-38%
F. Charlotte Pops Expense	30,000	30,000	0%
G. Lee Pops Expense	50,000	50,000	0%
H. Collier LIFE Award Expense	<u>30,000</u>	<u>30,000</u>	<u>0%</u>
Subtotal	146,500	145,000	-1%

Objective 2. To demonstrate a commitment to providing services to the college's faculty, staff and students

A. Faculty, Staff and Student Appreciation	7,500	7,500	0%
B. Student Support Fund	5,000	5,000	0%
C. President's Award for Exemplary Service	<u>2,000</u>	<u>2,000</u>	<u>0%</u>
Subtotal	14,500	14,500	0%

Total Institutional Support 161,000 159,500 -1%

II. STUDENT SERVICES

Objective 1. To provide student financial aid

A. Endowed Scholarships			
Unrestricted	103,896	135,250	30%
B. Annually Funded Scholarships	400,000	400,000	0%
C. Special Appropriations - Non-Endowed Scholarships			
Blue Cross Blue Shield	10,000	10,000	0%
United Way	<u>29,000</u>	<u>29,000</u>	<u>0%</u>
Subtotal	542,896	574,250	6%

Total Student Services 542,896 574,250

**2011-2012 Budget
Unrestricted**

III. ACADEMIC PROGRAM SUPPORT

<i>Objective 1. To provide financial support for enhancement of college academic programs</i>	BUDGET <u>2010-2011</u>	BUDGET <u>2011-2012</u>	% <u>Change</u>
A. Barbara B. Mann PAH - Misc support	20,000	10,000	-50%
B. District-wide Program Support	<u>50,000</u>	<u>50,000</u>	0%
Total Academic Support	70,000	60,000	-14%

IV. DONOR CULTIVATION AND RECOGNITION

<i>Objective 1. To provide an ongoing program of fundraising and donor recognition</i>	BUDGET <u>2010-2011</u>	BUDGET <u>2011-2012</u>	% <u>Change</u>
A. District Donor Development and Hospitality	35,000	35,000	0%
1. Charlotte Donor Development Events	4,500	4,500	0%
2. Collier Donor Development Events	5,750	5,750	0%
3. Lee Donor Development Events	5,750	5,750	0%
-Gala Tickets - see income on page 1	22,000	22,000	0%
B. Misc. Campus Events- Sponsored	-	-	0%
C. Contracted Services	40,000	40,000	0%
D. Production and Printing of Fundraising Materials	20,000	20,000	0%
E. Mailing Expense and Postage	<u>25,000</u>	<u>25,000</u>	0%
Total Donor Cultivation and Recognition	158,000	158,000	0%

V. FOUNDATION ADMINISTRATION

<i>Objective 1. To provide competent management of the Foundation</i>	BUDGET <u>2010-2011</u>	BUDGET <u>2011-2012</u>	% <u>Change</u>
A. Staff Expense Reimbursement to the College	632,364	595,387	-6%
B. Service Contracts and Software Updates	9,000	10,000	11%
C. SEI Investment Management and Bank Fees	11,000	13,000	18%
E. Board and Committee Meeting Expense	2,500	2,500	0%
F. Accounting and Audit Fees	40,000	30,050	-25%
G. Subscriptions	500	500	0%
H. Misc. Office Expenses	10,000	10,000	0%
I. Professional Development and Travel	2,500	2,500	0%
J. Liability and Event Insurance	8,500	8,500	0%
K. Equipment Repairs, Maintenance and Rentals	<u>5,000</u>	<u>5,000</u>	0%
Total Foundation Administration	721,364	677,437	-6%

VI. OTHER

A. Contingency	31,995	77,250	141%
B. In-Kind Donation Expense	-	-	-
Total Other	<u>31,995</u>	<u>77,250</u>	141%

TOTAL EXPENDITURE	<u>1,685,255</u>	<u>1,706,437</u>	1%
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**2011-2012 Budget
Temporarily Restricted**

ANTICIPATED RESOURCES APRIL 1, 2011 - MARCH 31, 2012

Spendable Income:

Investment Generated Income

Temporarily Restricted Scholarships	342,525
Temporarily Restricted Academic Funds	461,742
Special Request Non-Budgeted Endowment	-
Non-endowed funds/Operating Revenue from Investments	<u>39,000</u>

TOTAL OF SPENDABLE FUND 12 INCOME **843,267**

I. STUDENT SERVICES

	<u>BUDGET 2010-2011</u>	<u>BUDGET 2011-2012</u>	<u>% Change</u>
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Objective 1. To provide student financial aid

A. Endowed Scholarships	486,633	342,525	-30%
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TOTAL STUDENT SERVICES **486,633** **342,525**

II. INSTITUTIONAL SUPPORT

*Objective 1. To provide private funding support
for construction of new facilities*

A. Facilities Enhancement Matching Program	100,000	100,000	0%
B. Hendry/Glades Campaign Faculty Support	13,747	13,747	0%
C. Hendry/Glades Property Maintenance	30,000	29,200	-3%
D. Special Request - Curtis Estate	-	-	0%
E. Winkler Property Carrying Cost	-	56,500	100%
F. Special Request - Non-Budgeted Endowment	-	-	0%

TOTAL INSTITUTIONAL SUPPORT **143,747** **199,447** **39%**

III. ACADEMIC PROGRAM SUPPORT

*Objective 1. To provide financial support for enhancement
of college academic programs*

A. Charlotte Basic & AP Nursing	152,438	152,438	0%
B. Lee Evening Nursing	36,357	36,357	0%
C. Collier Basic Nursing	<u>73,500</u>	<u>73,500</u>	0%

Total Academic Support **262,295** **262,295** **0%**

III. OTHER

A. SEI Investment Management Fee	56,000	39,000	-30%
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TOTAL OTHER **56,000** **39,000**

TOTAL EXPENDITURE **948,675** **843,267**



2011-2012 Budget
Permanently Restricted

ANTICIPATED RESOURCES APRIL 1, 2011 - MARCH 31, 2012

Spendable Income:

Investment Generated Income	
Permanently Restricted Scholarships	589,400
Permanently Restricted Academic Program Support Funds	245,800
Operating Revenue From Investments	<u>72,000</u>
TOTAL OF SPENDABLE FUND 13 INCOME	907,200

I. STUDENT SERVICES

	<u>BUDGET</u> <u>2010-2011</u>	<u>BUDGET</u> <u>2011-2012</u>	<u>%</u> <u>Change</u>
A. Academic Improvement Trust Fund Scholarships	<u>466,752</u>	<u>589,400</u>	26%
TOTAL STUDENT SERVICES	466,752	589,400	

II. ACADEMIC PROGRAM SUPPORT FROM DESIGNATED ENDOWMENTS

A. Barbara Mann Performing Arts Hall	33,000	38,100	15%
B. General Support	17,300	33,250	92%
C. Health Technologies	42,205	29,600	-30%
D. Humanities	51,300	57,000	11%
E. Rauschenberg Gallery	23,600	30,000	27%
F. Science	8400	8,000	-5%
G. Workforce	<u>38,800</u>	<u>49,850</u>	28%

TOTAL ACADEMIC SUPPORT	214,605	245,800	15%
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III. OTHER

A. Investment Management Fee	<u>60,000</u>	<u>72,000</u>	20%
TOTAL OTHER	60,000	72,000	

TOTAL EXPENDITURE	<u>741,357</u>	<u>907,200</u>	
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Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 20

Fire Safety, Sanitation and Casualty Inspection report

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

Each year the Florida College System Risk Management Consortium conducts a Fire safety, Sanitation and Casualty Inspection Report on all of the College's campuses. The inspection report complies with the requirements specified in Florida Statute 1013.12, State Requirements for Educational Facilities (SREF), and Edison State College Public Safety Procedures.

A copy of the report is submitted to the District Board of Trustees in accordance with state statutes for informational purposes.

There were no significant findings in the inspection report and there are no deficiencies remaining for the fiscal year ending June 30, 2011.


Attachment

REQUESTED BY: 

Director of Public Safety

RECOMMENDED BY: 

Director, Facilities Planning and Development

APPROVED FOR AGENDA BY: 

President




Florida College System Risk Management Consortium

4500 NW 27th Avenue • Suite D2 • Gainesville, FL 32606
(352) 955-2190 • Fax (352) 955-2069

February 8, 2011

MEMORANDUM

TO: Rick Parfitt, Public Safety Manager
Edison State College

FROM: Barbara Ellison 

SUBJECT: SREF Inspection

Attached is the Fire Safety, Sanitation and Casualty Inspection report for the 2010-2011 year which was performed by Jeb W. Bynum & Walter D. Spann, Jr. of Fire Prevention Specialists, Inc on January 32, 2011 through February 2 2011. If there are deficiencies noted on your SREF Inspection Report, please have your Facility Administrator sign the form where indicated at the bottom of the form.

The State Requirements for Educational Facilities (SREF) mandates that your annual Fire Safety, Casualty and Sanitation Inspection be submitted to your board no later than June 30th of each year. After board approval, a copy must be sent to the Florida State Fire Marshall's office and to Barbara Ellison at the following addresses:

Florida State Fire Marshall's Office
Scott Langston, Fire Prevention
200 East Gaines Street
Tallahassee, FL 32399-0342

FCSRMC
Barbara Ellison
4500 NW 27th Avenue, Suite D2
Gainesville, FL 32606

If you have any questions on the inspection, please contact me.

Enclosure

CC: Dr. Robert Jones
Tamara Holiday, Risk Management Coordinator

ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2008 & F.A.C. 69A-58
FISCAL YEAR 2010-2011

College Facility: Edison State College
 SCHOOL / FACILITY: Lee Campus - 061
 ADDRESS: 8099 College Parkway S.W, Fort Myers, FL 33919

OF SERIOUS FIRE SAFETY VIOLATIONS 0
 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 41

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) _____
 FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) _____
 SIGNATURE DATE _____

SCHOOL BOARD FIRE SAFETY INSPECTOR NAME PRINTED Jeb W. Bynum
 INSPECTION DATE January 31, 2011

FIRE PREVENTION SPECIALISTS, INC., 609 GINA LANE, MELBOURNE, FL 32940 321-757-7205
 INSPECTOR ADDRESS AND PHONE NUMBER
 FIRE INSPECTOR CERTIFICATION NUMBER 133209

INSPECTOR SIGNATURE / DATE [Signature] 2/7/2011
 COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE
 FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:
 Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually the F.I.S.H. numbers affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavilion, etc.

Edison State College has met the requirements of F.S.S. 1013.12(2)(d): X YES ___ NO
 The Local Fire District has met the requirements of F.S.S. 1013.12(3)(c) ___ YES ___ NO (Complete if Joint Inspection)
 Approval of Reports by Board (Including Letter) ___ YES ___ NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED _____
 FACILITY ADMINISTRATOR SIGNATURE _____
 FACILITY ADMINISTRATOR TITLE _____
 SIGNATURE DATE _____

CODE NUMBER	Insp. Initials	SREF 2010/2011 Fire Safety Deficiencies - Edison State College - Lee Campus					Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	Master Code Violation Number	Line No.
		Location, Deficiency Description									
FFPC 1, 19.5.1	JB	A-003A: Storage in mech room - electrical room					0	6-01-11		106	1
NFPA 70, Art. 406.5	JB	A-106: Outlet cover missing - lobby south wall					0	6-01-11		807	2
FFPC 1, 4.5.8.1	JB	B-102: Exit light non-operational					0	6-01-11		202	3
FFPC 1, 4.5.8.1	JB	B-104: Emergency light non-operational - restroom					0	6-01-11		204	4
FFPC 1, 4.5.8.1	JB	B-118: Emergency light non-operational - restroom					0	6-01-11		204	5
FFPC 1, 14.6.3	JB	B-116: Storage in stair					0	6-01-11		106	6
FFPC 1, 11.1.5.2.2	JB	B-134C: Linked power strips					0	6-01-11		804	7
	JB	C Bldg.: No deficiencies noted								NVO	8
	JB	D Bldg.: No deficiencies noted								NVO	9
NFPA 70, Art. 314.28(c)	JB	DD-Main Chiller: Open junction boxes - x3					0	6-01-11		809	10
FFPC 1, 13.7.4.1.2	JB	DD-New Chiller: Repair fire alarm detector - hanging from ceiling, fire alarm wires exposed					0	6-01-11		499	11
	JB	EF Bldg.: No deficiencies noted								NVO	12
	JB	G-Bldg.: No deficiencies noted								NVO	13
	JB	H-Bldg.: No deficiencies noted								NVO	14
	JB	I Bldg.: No deficiencies noted								NVO	15
NFPA 13, 6.2.7.2	JB	J-204: Missing escutcheon plate - ceiling					0	6-01-11		599	16
	JB	K-Bldg.: No deficiencies noted								NVO	17
FFPC 1, 13.6.3.6	JB	L-119B: Blocked fire extinguisher					0	6-01-11		504	18
FFPC 1, 10.19.7	JB	M-100: Vehicle with 1/2 tank of fuel - lobby as display					0	6-01-11		1202	19
NFPA 25, 6.1	JB	M-108: Fire hoses out of date x2 - suggest discussion with local fire authority for removal					0	6-01-11		599	20
FFPC 1, 19.5.1	JB	M-128: Storage in mechanical room - 36" clearance					0	6-01-11		808	21
FFPC 1, 13.3.3.3	JB	M-129: Missing ceiling tiles - sprinklered building					0	6-01-11		599	22
NFPA 13, 6.2.7.2	JB	M-130: Missing escutcheon - ceiling					0	6-01-11		599	23
NFPA 70, Art. 314.28(c)	JB	M-142: Open electrical junction box					0	6-01-11		809	24
FFPC 1, 14.5.4.1	JB	M-153: Rated door wedged open - multiple locations					0	6-01-11		209	25
FFPC 1, 10.4.1	JB	M-200A: Notification of violation posted elevator					0	6-01-11		1099	26
FFPC 1, 4.5.8.1	JB	M-202: Exit light non-operational					0	6-01-11		202	27
FFPC 1, 19.5.1	JB	M-209: Storage in mech room - dimmer room					0	6-01-11		808	28
FFPC 1, 10.4.1	JB	M-305A: Notification of violation posted elevator					0	6-01-11		1099	29
FFPC 1, 14.6.3	JB	M-307: Storage in stair tower					0	6-01-11		106	30

CODE NUMBER	Insp. Initials	SREF 2010/2011 Fire Safety Deficiencies - Edison State College - Lee Campus			Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	Master Code Violation Number	Line No.
		Location, Deficiency Description							
	JB	N Bldg.:	No deficiencies noted				NVO	31	
NFPA 70, Art. 314.28(c)	JB	O-201:	Open electrical junction box open - North Wing	0	6-01-11		807	32	
FFPC 1, 4.5.8.1	JB	P-206:	Emergency light non-operational - rest room	0	6-01-11		204	33	
	JB	Q Bldg.:	No deficiencies noted				NVO	34	
	JB	R Bldg.:	No deficiencies noted				NVO	35	
FFPC 1, 4.5.8.1	JB	S-100A:	Adjust smoke doors - hallway	0	6-01-11		209	36	
FFPC 1, 4.5.8.1	JB	S-100E:	Adjust smoke doors - hallway	0	6-01-11		209	37	
FFPC 1, 10.19.1	JB	S-116C/B:	Excessive combustibles - storage	0	6-01-11		106	38	
NFPA 70, Art. 314.28(c)	JB	S-117A:	Open electrical junction box - storage	0	6-01-11		809	39	
NFPA 70, Art. 408.7	JB	S-122:	Missing blank in electrical panel KL1 - kitchen	0	6-01-11		809	40	
FFPC 1, 4.5.8.1	JB	S-130:	Sprinkler head taped over - custodial room	0	6-01-11		599	41	
NFPA 70, Art. 314.28(c)	JB	S-132:	Open electrical junction box - mech room	0	6-01-11		809	42	
FFPC 1, 11.1.5.2.2	JB	S-201:	Linked power strips - office	0	6-01-11		804	43	
FFPC 1, 11.1.5.2.2	JB	S-202:	Linked power strips - office	0	6-01-11		804	44	
FFPC 1, 19.3.2	JB	S-205:	18" clearance from sprinkler head - storage	0	6-01-11		508	45	
FFPC 1, 11.1.5.2.2	JB	S-232:	Linked power strips - office	0	6-01-11		804	46	
FFPC 1, 11.1.5.2.2	JB	S-258:	Linked power strips - office	0	6-01-11		804	47	
FFPC 1, 13.6.6.8.3	JB	T-103A:	Fire alarm tag with no year punched	0	6-01-11		404	48	
FFPC 1, 14.6.3	JB	Z-100C:	Storage in stair	0	6-01-11		106	49	
FFPC 1, 11.1.5.2.2	JB	Z-107:	Linked power strips	0	6-01-11		804	50	
FFPC 1, 11.3.4	JB	Z-Lobby:	Elevator certification out of date	0	6-01-11		1002	51	
	JB	AA Bldg.:	Nursing Annex - New construction - less than one year old				1400	52	

ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2008 & F.A.C. 69A-58
FISCAL YEAR 2010-2011

College Facility: Edison State College # OF SERIOUS FIRE SAFETY VIOLATIONS 0
 SCHOOL / FACILITY: LaBelle Campus
 ADDRESS: 1092 East Cowboy Way, La Belle, FL 33935 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) _____ INSPECTION DATE January 31, 2011
 SCHOOL BOARD FIRESAFETY INSPECTOR NAME PRINTED Walter D. Spann, Jr.

FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) _____
 INSPECTOR ADDRESS & PHONE NUMBER: Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-757-7205

SIGNATURE DATE _____ FIRE INSPECTOR CERTIFICATION NUMBER 62373
 COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE Walter D. Spann Jr. 2/7/2011 FIRE INSPECTOR CERTIFICATION NUMBER _____

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually the F.I.S.H. numbers affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavilion, etc.

Edison State College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

The Local Fire District has met the requirements of F.S.S. 1013.12(3)(c) YES NO (Complete if Joint Inspection)

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED _____

FACILITY ADMINISTRATOR SIGNATURE _____

FACILITY ADMINISTRATOR TITLE _____

SIGNATURE DATE _____

ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2008 & F.A.C. 69A-58
FISCAL YEAR 2010-2011

College Facility: Edison State College # OF SERIOUS FIRE SAFETY VIOLATIONS 0
SCHOOL / FACILITY: Collier County Campus
ADDRESS: 7007 Lely Cultural Parkway, Naples, FL 34113 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 10

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) Walter D. Spann, Jr. INSPECTION DATE February 2, 2011
SCHOOL BOARD FIRESAFETY INSPECTOR NAME PRINTED

FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) Walter D. Spann, Jr. FIRE INSPECTOR CERTIFICATION NUMBER 62373
INSPECTOR ADDRESS & PHONE NUMBER Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-757-7205

SIGNATURE DATE 2/7/2011 FIRE INSPECTOR CERTIFICATION NUMBER
COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually the F.I.S.H. numbers affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavilion, etc.

Edison State College has met the requirements of F.S.S. 1013.12(2)(d): X YES ___ NO

The Local Fire District has met the requirements of F.S.S. 1013.12(3)(c) ___ YES ___ NO (Complete if Joint Inspection)

Approval of Reports by Board (Including Letter) ___ YES ___ NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED

FACILITY ADMINISTRATOR SIGNATURE

FACILITY ADMINISTRATOR TITLE

SIGNATURE DATE

ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2008 & F.A.C. 69A-58
FISCAL YEAR 2010-2011

College Facility: Edison State College
 SCHOOL / FACILITY: Cherlotte Campus 063
 ADDRESS: 26300 Airport Road, Punta Gorda, FL 33950

OF SERIOUS FIRE SAFETY VIOLATIONS 0
 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 5

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) _____
 FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) _____

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) Jeb W. Bynum
 FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) [Signature]

SCHOOL BOARD FIRESAFETY INSPECTOR NAME PRINTED _____
 SCHOOL BOARD FIRESAFETY INSPECTOR SIGNATURE / DATE _____

INSPECTOR ADDRESS / PHONE NUMBER _____
 INSPECTOR ADDRESS / PHONE NUMBER 2/7/2011

SIGNATURE DATE _____
 FIRE INSPECTOR CERTIFICATION NUMBER _____

INSPECTION DATE January 31, 2011
 FIRE INSPECTOR CERTIFICATION NUMBER 133209

LOCATION:
 Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually the F.I.S.H. numbers affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Edison State College has met the requirements of F.S.S. 1013.12(2)(d): X YES ___ NO
 The Local Fire District has met the requirements of F.S.S. 1013.12(3)(c) ___ YES ___ NO (Complete if Joint Inspection)
 Approval of Reports by Board (Including Letter) ___ YES ___ NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED _____
 FACILITY ADMINISTRATOR SIGNATURE _____
 FACILITY ADMINISTRATOR TITLE _____
 SIGNATURE DATE _____

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 21

Monthly Report on Edison Collegiate High School – Charlotte

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

This written report is for informational purposes only and requires no action by the Board. It provides an update on academics, student life and FCAT results.

Attachment



REQUESTED BY:

Charlotte Campus President

APPROVED FOR AGENDA BY:



President



Board of Trustees Report
June 28, 2011

The Florida Department of Education has recently released FCAT 2.0 results and the students at ECHS-Charlotte have excelled once again. Ninth and tenth grade students at ECHS-Charlotte scored in the top 3% of the state on the FCAT 2.0 Reading test. ECHS-Charlotte tenth graders improved from last year and scored in the top 1.5% of the state on the FCAT 2.0 Math test. The 2010-2011 school year was the first that ninth grade students were not required to take an FCAT Math test. The 2011-2012 school ushers in a new format for testing math subjects as students will be required to take End of Course Assessments in their specific math course.

While our core courses of English, Math, Science, and Social Studies receive plenty of attention at ECHS-Charlotte, it is our elective courses that showcase our students' other talents with an emphasis on being well rounded individuals. On May 12 students invited family and friends to the Spring Art Exhibition, which featured works from Amy Porter's art students and Betsy Laskowski's photography students. The evening also included individual scene performances and a one-act play from Sherie Ragan's theater students. It was a wonderful evening as Kendall Calkins lent her piano talents to create a true gallery-opening vibe while guests enjoyed cheese and punch. Several students were recognized for their work.

Art Show

1 st Place	Lacey Nayden (Watercolor)
2 nd Place	Steven Daniele (Raccoon Scratch Board)
3 rd Place	Assita Toure (Flamingo Batik)

Photography Show

1 st Place	Collyn Shelatz
2 nd Place	Chloe Cutright
3 rd Place	Hazeline Villarama
Hon. Mention	Javecia Lewis
People's Choice	Nik Pesi

On Saturday May 14, King's Gate Country Club was the site of the year-end semiformal dinner and dance. Sponsored by the Student Council, "Empire State of Mind" featured an elegant New York setting with decorations in red, gold and black. Even as the current council planned the final details, the students elected their officers for next year. Nathan Buckley was elected Student Council president as he promised to "frequently ask the student body for opinions and readily appear on the Panther News Network to provide updates and information." Moza Anthony was elected vice president, along with Secretary James Lanza and Treasurer Phillip Bodine. Next year's junior class officers include President Britanie Gerhart, vice president Tyler Theriault, Secretary Danielle Darmetko and Treasurer Haley Hendrix. Sophomore class officers are President Christy James, vice president Spencer Price, Secretary Chelsea Christiansen and Treasurer Amber Maher.

English teachers Jessica Souter and Betsy Laskowski, through a Race to the Top grant, are revamping the freshman and sophomore curriculums to ensure they are aligned with Florida benchmarks and afford spiral learning from one year to the next. Beginning this summer and through next year, Souter and Laskowski will engage in a lesson-study project that includes visiting each other's classes to observe teacher activities and student responses.

Meeting of the
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES
June 28, 2011

AGENDA ITEM: 22

Monthly Report on Edison Collegiate High School – Lee

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

This written report is for information purposes only and requires no action by the Board. It provides an update on progress at Edison Collegiate High School (ECHS) – Lee.

REQUESTED BY:



Principal, ECHS - Lee

APPROVED FOR AGENDA BY:



District President



Today represents the last day of school for our inaugural year at ECHS – Lee. Notwithstanding the usual hustle and bustle of ending a school year, we managed to move into our newly constructed facility, host an awards ceremony, and survive final exams all in the last week of school. ECHS – Lee students earned first, second, and third place in a statewide Florida Bar Association video contest and we were able to include the awards ceremony in our first day activities while teaching and learning in the new building. Moving into the new facility gave us a chance to really showcase to students, parents, and other visitors that Science really is the driving force behind our school. The comprehensive science labs and the large exploration lab that dominate the floor plan are centrally located and will be the center of activity next year.

“Ahhh, summer time and the living is easy”.....at least that is what the song says! Working with such a talented and motivated staff makes that statement almost entirely true. While we won't take much time during the summer off and it looks like work from the outside, the planning and preparing for next year is a natural and willing process for the staff. Currently the core instructional staff members have been hired and beginning in mid June teachers will start the collaborative process of developing the extensions of this year's work. Being able to hire teachers this early in the process helps us set up a true team environment that allows teachers to remain together (and with the same group of students) for two consecutive years. By looping the teams, we help insure that students receive comprehensive instruction and respected research shows that as much as 25% of learning time is salvaged by avoiding an unnecessary transition.

The partnership with Apple, Edison On-Line, and now Google has set the stage for ECHS – Lee sophomores to receive I – Pads in lieu of text books for next school year. The power of teaching in a blended (half virtual, half traditional) setting will allow for students to have the best of both worlds and is supported by the dedication of the Edison On-Line staff. The addition of managed Google accounts for students provides for free, online storage that helps the I – Pad serve more as a portal to information than the actual device required to learn. This added level of integration makes the system more robust and dependable as we create a model for this type of instruction.

As standardized test scores return, the entire staff and student body can breathe a huge sigh of relief. As the numbers are further published and analyzed, the following realities will remain true. Even with an open enrollment policy to accept students of all abilities and academic caliber, ECHS – Lee earned top honors in the district with 86% of freshmen passing the Reading FCAT with a 3 or better. Students who came to us with a 1 or 2 in Reading boasted an average gain of 170 points (nearly 2.5 years worth of growth in one year). The dedication to critical thinking, communication, high academic standards, and a deliberate decision to not “teach to the test” makes these gains feel especially honest and solid. Hats off to teachers and students alike for a job well done!