

APPROVED

APPROVED

Minutes
Edison State College
District Board of Trustees Special Meeting
Lee Campus – Building AA, Room 177
December 16, 2011
10:00 a.m.

Agenda Item #1

The District Board of Trustees of Edison State College met in special session in Lee County, Florida, on December 16, 2011 at 10:00 a.m. with the meeting called to order by Ann Berlam, Chair.

Present: Ann Berlam, Chair
Marjorie Starnes-Bilotti, Vice Chair
Brian Chapman, Jr.
Dr. Randall Parrish, Jr.
Julia Perry
Pamella Seay
Christopher Vernon
Sankey E. "Eddie" Webb, III
Dr. Pat Land, Acting District President
June Hollingshead, Recorder

Pledge to Flag

Introduction of Guests and Public Comment:

CHARLOTTE CAMPUS – None
COLLIER CAMPUS – None
HENDRY/GLADES CAMPUS – None
LEE CAMPUS
1. Sue Buntic
2. Tom Buckingham
3. Joyce Rollins

Information Reports:

1. *Remarks by Acting President* – (Dr. Pat Land)

Dr. Land thanked the Board for the confidence placed in her as Acting District President. She noted that Dr. Washington Baquero resigned from the Board District December 13, 2011, and gave thanks for his valuable contributions to the College. She recognized Tracey Galloway who is leaving as the Vice President of Development of the Edison State College Foundation, Inc., and thanked Tracey for her years of service.

Dr. Land presided over Fall Commencement of 1,800 students with Trustees Pamella Seay and Marjorie Starnes-Bilotti. She advised of an upcoming January 14th workshop and orientation for all Board members, plus the possibility of extra Board meetings. Mark Lupe discussed recent media remarks regarding a memo about Dr. Walker's compensation. He referenced a June 30, 2011 memo from Dr. Walker to Gina Doeble, Vice President, Financial Services and stated that its effect was the implementation of Dr. Walker's salary reduction by \$179,000 per year.

2. *Chancellor's Report* – Mr. Randy Hanna

Mrs. Berlam welcomed Mr. Randy Hanna, the new Chancellor of the Florida College System, who acknowledged Edison State College's unique situation as a huge, complex district comprised of 5 different population areas and economies, and pledged the entire State Board of Education's commitment to helping the College during the transition period to a new District President. He contacted Governor Rick Scott to expedite the replacement of Dr. Baquero in order to have a full Board for the Presidential search.

Chancellor Hanna shared a PowerPoint presentation, "One System...One Mission", an overview of the College System and Edison State College, reiterating that his goal as Chancellor is to maintain local control by institutions while the SBOE provides broad rules and guidelines. (*See Attachment #1*) He urged use of a search firm for hiring a new President, and answered Board questions regarding the search process. Marjorie Starnes-Bilotti has been working with Human Resources to develop a list of possible search firms and a Request for Information letter.

3. *SACS Report* – Dr. Erin Harrel

Dr. Harrel presented a SACS timeline through April 2012. She met with a possible consultant and will be talking with others. It was recommended that the College as a whole take ownership of SACS and include faculty, staff, students, Board members, and the community in the process. Dr. Harrel is overseeing the use of blogs, discussion boards, and technology to bring various constituencies together, and has extended invitations to team leaders. Throughout January the College will be responding to the 14 Search Committee findings, as well as matching College Operating Procedures to Board Policies. In February, external readers and consultants will review these responses. In March, feedback will be received for a final reading. In April, the final response will be sent to SACS.

4. *Update on the Five Points: 11/29/11 Motion* – Mrs. Ann Berlam

Item I – to place Dr. Kenneth Walker on paid administrative leave. This was accomplished at the last meeting. Mr. Vernon was named Board Liaison for this item to coordinate the securing of the administrative offices.

Item II – to hire a law firm to investigate terminating Dr. Walker for cause and subsequently representing the College in any adversarial proceedings with Dr. Walker. (Mr. Vernon is Board Liaison for this item). Mr. Lupe provided the following picture of events from the November 29th Board meeting through the December 16th Board meeting. He also addressed the responsibility of the Board members from a legal standpoint on how to answer questions on this matter.

- Immediately following the November 29th Board meeting, Dr. Walker's office was secured and locks were changed. Contents were photographed and inventoried. All of Dr. Walker's personal possessions were secured and packed by professional movers. All College files were checked and the file room was reopened for a more normal office function in the Presidential suite.
- Mr. Lupe worked with Mr. Vernon on the selection of attorneys, preferably those within the College's five-county service area, and with resources and substantial experience in labor and employment law. Mr. Lupe talked to representatives of the following three firms: (1) Russell and Andress (2) Bryant, Miller & Olive, and (3) Fowler White Boggs, and looked at others as well. Considering all factors, Mr. Lupe recommended to Mr. Vernon that the College contract with Fowler White Boggs. Mr. Lupe prepared a contract not to exceed \$20,000 which Dr. Land signed as Acting District President.
- Mr. Lupe introduced Joe Coleman, President of Fowler White Boggs, and Cathy Beveridge, the firm's leading expert in labor and employment law, who spoke briefly about their respective backgrounds.
- **RECOMMENDATION to the Board by Mr. Mark Lupe, College Counsel – Mr. Lupe advised if Board members receive questions from the public or media regarding the investigation, that the issue be treated as any other personnel matter, by declining comment until the investigation is complete and a recommendation is prepared to present to the Board.**

Item III – Name an Acting President. On the evening of the November 29th Board meeting, Mrs. Berlam contacted Dr. Pat Land, who accepted the Board's request to serve as Acting District President until an interim president is hired by the Board.

Item IV – Designate a Board Liaison to contact the new Chancellor, Randy Hanna, to assist the College with finding a quality Interim President to propose at the next Board meeting with the goal of having an interim in place within the next 60 days. (Mrs. Berlam designated liaison for this item.) Mrs. Berlam contacted Chancellor Hanna, who gave the following names: J. Dudley Goodlette, Mike Kaliszeski, and Kathie Sigler. Within the guidelines of the Sunshine Law, she gathered information about these individuals and prepared a summary for the Board of telephone interviews with the three individuals. Mr. Kaliszeski later withdrew his name from consideration. Mrs. Berlam gave an overview of both remaining candidates and then opened the floor for comments and discussion by the Board. Board consensus was given to invite Mr. Goodlette and Dr. Sigler to attend the January 14, 2012 special meeting and workshop, at which time the Board will take action and choose an Interim District President.

Item V – Designate a Board Liaison to develop a proposal for beginning search for new President to lead us into the future (goal is to begin search within 60 days and to have new President in place in advance of Fall Semester 2012). (Board member Marjorie Starnes-Bilotti appointed as Board liaison).

Mrs. Starnes-Bilotti prepared a handout which included a Request for Information letter to Executive Search Firms and a Presidential Search Timeline with two options. The two deadlines for submission by the firms are January 5, 2012 and January 11, 2012. Mrs. Starnes-Bilotti recommended a search firm committee comprised of at least 3 or 4 Board members, 2 faculty members chosen by the Faculty Senate, staff, students, and community leaders. She recommended Option #1 whereby the search firms would attend the January 14th meeting and workshop. Mrs. Starnes-Bilotti will meet after the January 5th submission deadline with a committee of Board members to narrow down the number of search firms to eventually present to the Board. Pamella Seay and Julia Perry volunteered to serve on this committee. The Board agreed on Option #1 and Pam Fairfax confirmed that the letters would be mailed December 16, 2011. There was further discussion about the need for a Presidential profile and a collective vision by the Board members.

5. *ESC Financing Corporation Presentation* – Mr. Mark Lupe and Mrs. Gina Doeble

Mr. Lupe and Mrs. Doeble presented a PowerPoint overview of the Edison State College Financing Corporation including its status as a direct-support organization, history and profile, bylaws, Board of Directors composition, current directors, revenue and expenses, and sources and uses of funds. Their handout included the Financing Corporation's current bylaws, Articles of Incorporation, Articles of Amendment to the Articles of Incorporation, a Memorandum of Understanding between the District Board of Trustees of the College and the Financing Corporation, and various budget data since inception. The Board will continue to review the Financing Corporation at future meetings.

6. *Legislative Update* – Mr. Matthew Holliday

Mr. Holliday noted that in his budget recommendation, Governor Scott's has reduced total state spending by approximately \$3 billion while adding \$1 billion to K-12. The Florida College System was held at level funding. Four Board of Trustees members – Ann Berlam, Marjorie Starnes-Bilotti, Pamella Seay, and Chris Vernon – will attend the AFC Trustees conference January 31 – February 2, 2012, in Tallahassee. Mr. Holliday will arrange legislative visits for them during this time. A resolution has been filed in the Florida Senate in honor of Edison State College's 50th anniversary, and one is expected to be filed in the House as well.

Information and Discussion:

Chris Vernon

- Identify and Appoint Board Liaison to Review Board Policies

The responsibility for Board Policies and legal noticing of any changes lies with Mr. Lupe, the College Counsel.

- Discussion of Revisions of Board Policies (*Backup in rear*)
 - (1) 6Hx6:1.04 – Board Agenda
Mr. Vernon requested clarification of a “New Business” section on Board agendas.
 - (2) 6Hx6:1.05 – Edison State College Financing Corporation
 - (3) 6Hx61.07 – Auxiliary Enterprise Funds
Mr. Vernon noted that the President has the authority to transfer auxiliary funds to the Financing Corporation without Board of Trustees approval, and would like to see changes made to this authority.
- Mr. Vernon asked that the Board become more involved in the selection of vendors, i.e., lawyers, consultants, etc., and questioned if the policy on multi-year contracts had been brought back to the Board.

Mrs. Berlam will work with Dr. Land to have all Board policies addressed at a workshop.

Vote to Take Action On:

Agenda Item #1. Approval of Minutes Regular Meeting November 29, 2011 (Page 1)
(Presenter: Mrs. Berlam)

MOTION by Pamela Seay, seconded by Eddie Webb, III, to approve the minutes of the regular meeting November 29, 2011, as amended:

- (1) Spelling correction to Lee Campus Public Comment Speaker Professor Myra Walters (not Walkers), and
- (2) Addition of Attorney Michael Mattimore’s November 22, 2011 letter as *Attachment #3* to the minutes for *Agenda Item #7. Approval of Personnel Action* regarding the approval of termination for cause of Dr. Robert J. Beeson.

Approved unanimously.

Agenda Item #2. Approval of Revisions to the Dates, Time and Locations for District Board of Trustees Meetings for 2011-2012 (Presenter: Dr. Land (Page 9))

MOTION by Pamela Seay, seconded by Chris Vernon, to approve the revisions to the dates, time and locations for District Board of Trustees meetings for 2011-2012, as follows: (1) the January 24th meeting location changed from the Charlotte Campus to the Collier Campus (2) the February 28th meeting location changed from the Lee Campus to the Charlotte Campus (3) the addition of a March 27th meeting on the Lee Campus, and (4) the addition of a July 24th meeting on the Collier Campus. Approved unanimously.

Consent Agenda: No Items Requested

Information Only: No Items Requested

Acting President's Comments – None

Board Members' Comments

Adjournment – The meeting was adjourned at 12:40 p.m.

Ann Berlam

Ann Berlam, Chair
District Board of Trustees

Marjorie Starnes-Bilotti

Marjorie Starnes-Bilotti, Vice Chair
District Board of Trustees

Jan. 24, 2012

Date

1/24/2012

Date



One System... One Mission

Edison State College

Randy Hanna

Chancellor

Florida College System

- **Relationship Between Florida College System and Board of Trustees of Edison**

The Florida College System

ONE System - ONE Mission...

Access, Outreach, Responsiveness, Quality, Affordability

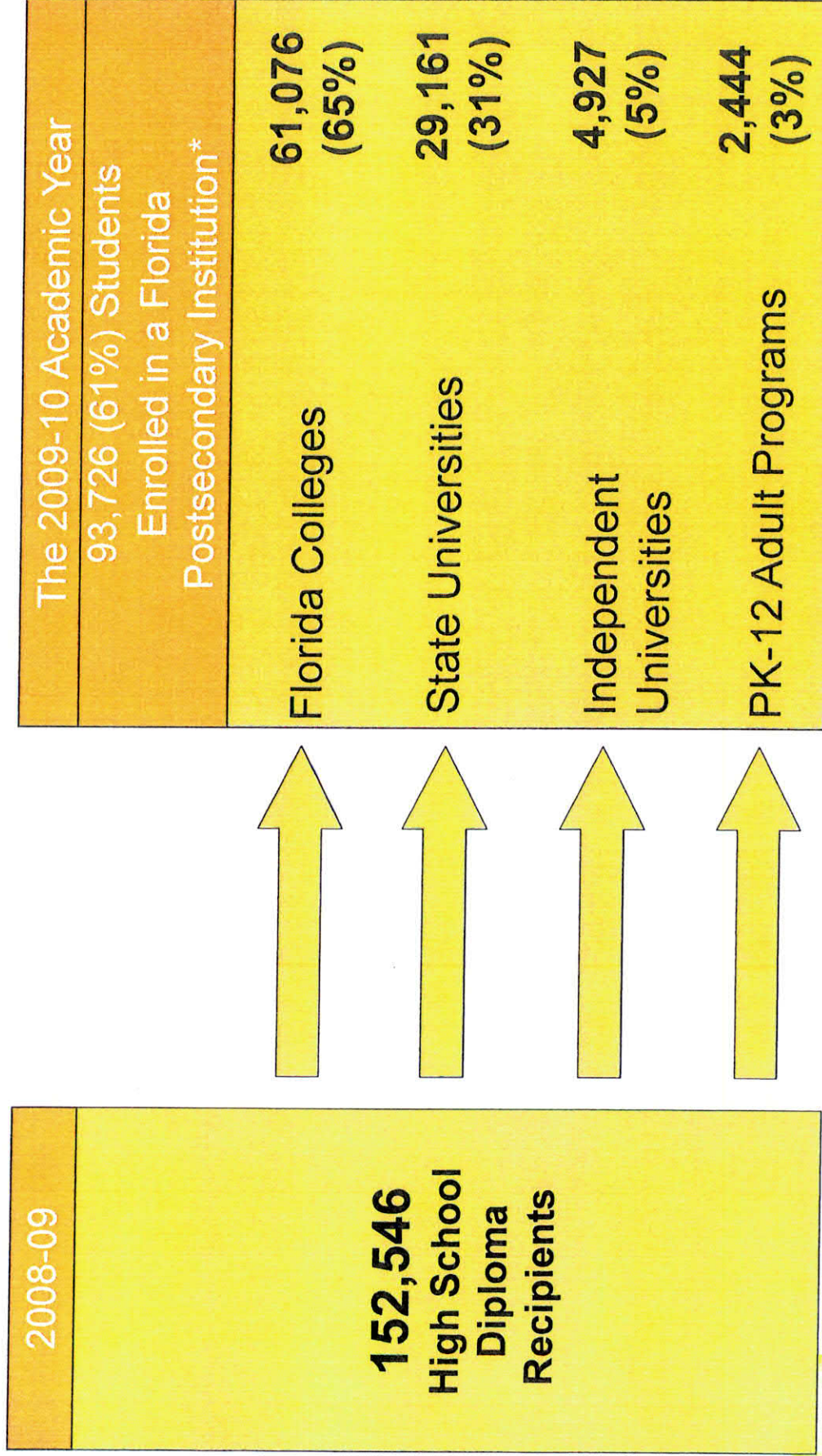
- 8 “community” colleges
- 8 “colleges”
- 12 “state” colleges

*Meeting Florida’s Academic,
Economic and Workforce Needs*

Over 886,000 students enrolled in 2010-11

- 351,938 in Associate in Arts
- 113,019 in Associate in Science/Applied Science
- 51,879 in Vocational and College Credit Certificate 2010-11
- 176,286 in College and Vocational Prep
- 52,192 in Adult and Secondary
- 151,948 in Continuing Workforce Education
- 3,492 in Educator Preparation Institutes
- 19,366 in Bachelor of Science/Applied Science

What Happens After They Graduate?



Source: PK-20 Education Data Warehouse.

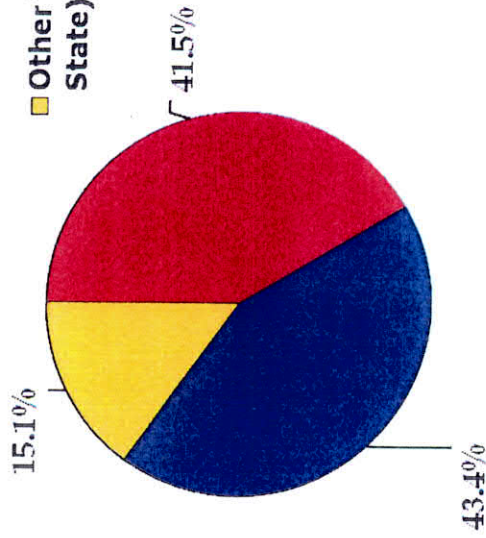
* Does not include students who enrolled in postsecondary education out of state, historically 4-5% of high school graduates.

Note: percentages use the 93,726 as the denominator and will add up to more than 100% because students may enroll in more than one sector.

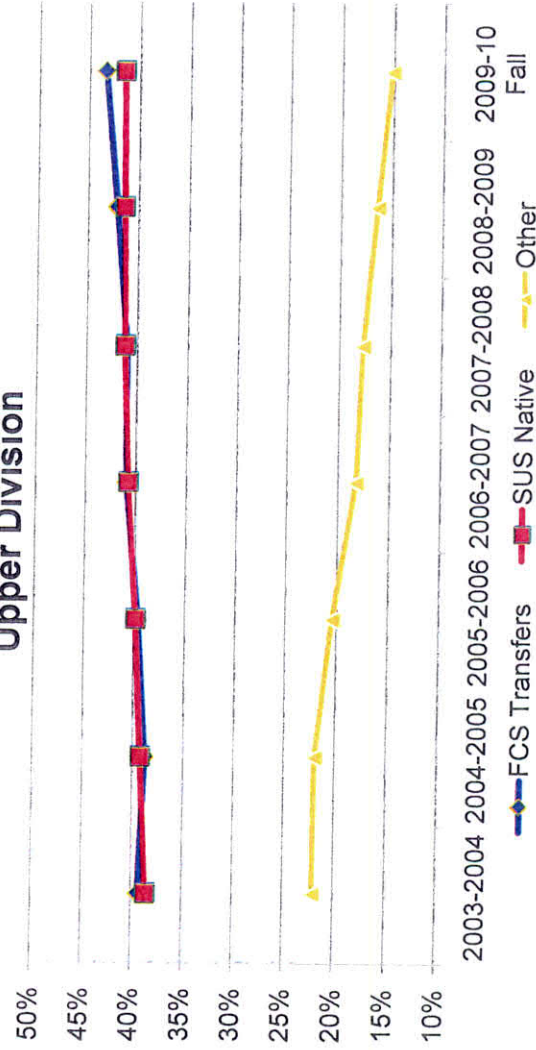
Florida College Transfers & SUS Enrollment

Percentage of Enrollment in SUS Upper Division

- FTICs (Native)
- FCS Transfers
- Other Transfers (SUS, Private, Out-of-State)



Trends in Percentage of Enrollment in SUS Upper Division

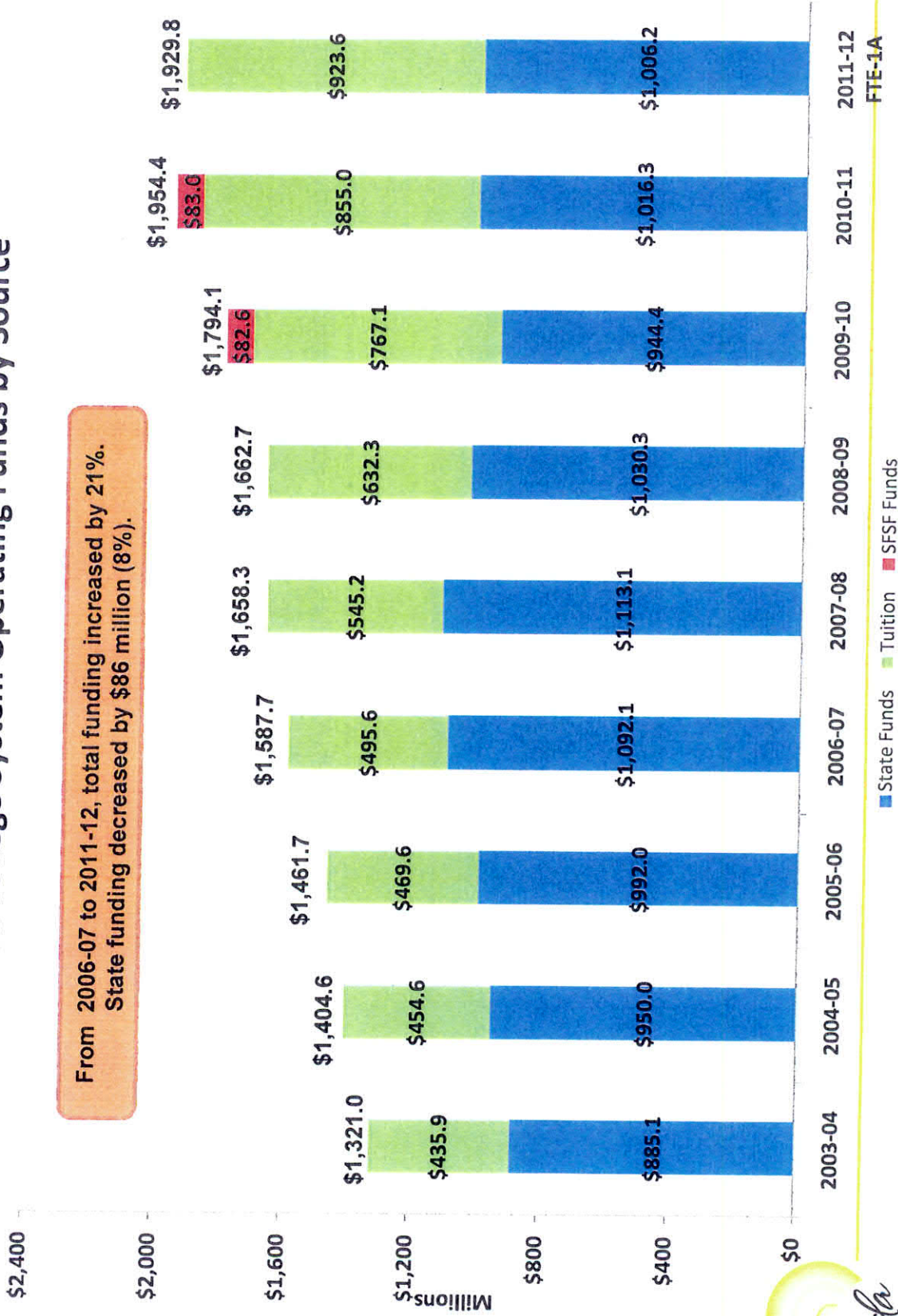


Source: Florida Board of Governors

Total Operating Funds Have Increased Over Time

Florida College System Operating Funds by Source

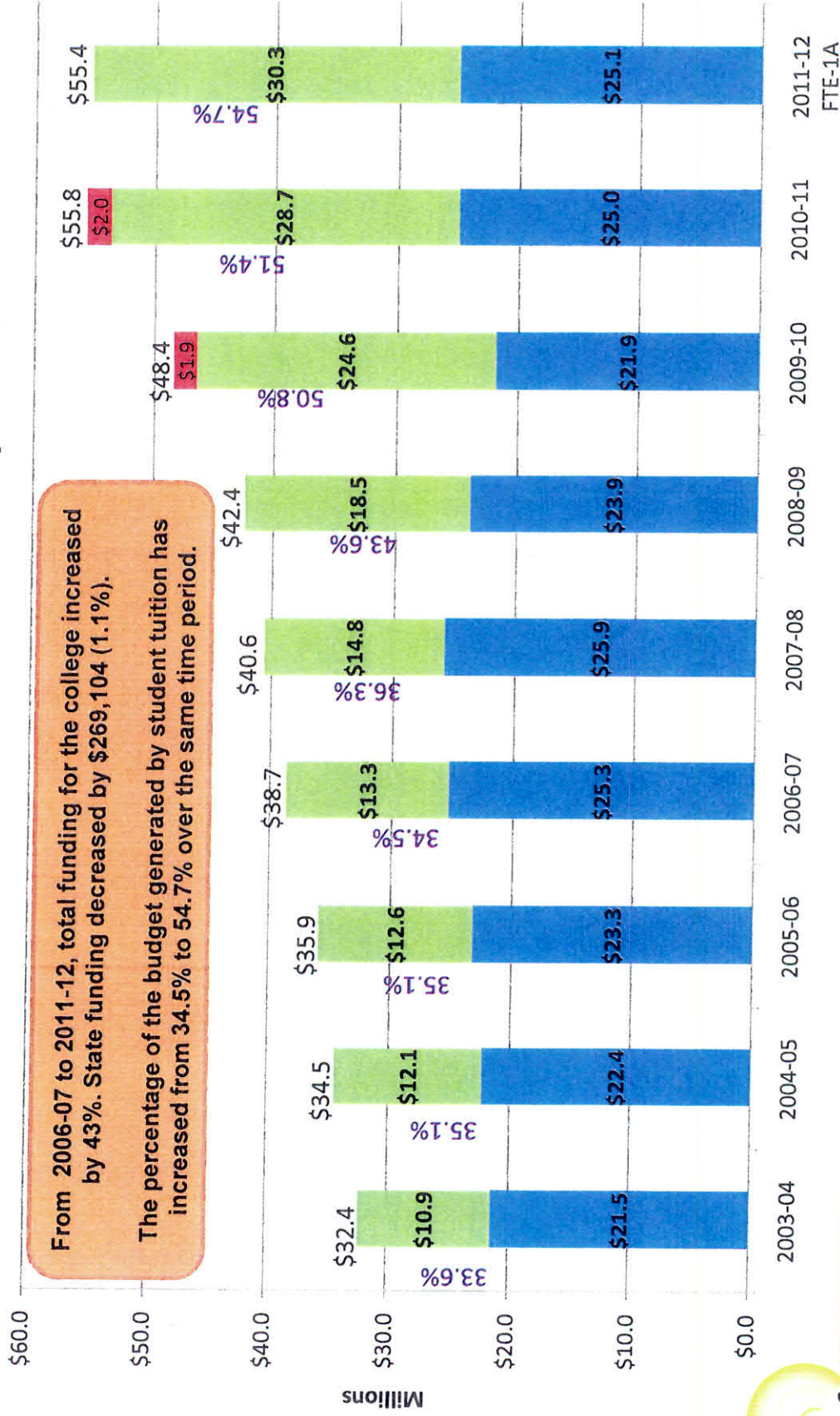
From 2006-07 to 2011-12, total funding increased by 21%.
State funding decreased by \$86 million (8%).



State funds include GR and EETF. Tuition includes tuition, out-of-state fees and technology fees.

Edison's Total Operating Funds Have Increased - Students are Paying a Greater Share of Costs

Edison State College Operating Funds by Source



From 2006-07 to 2011-12, total funding for the college increased by 43%. State funding decreased by \$269,104 (1.1%).

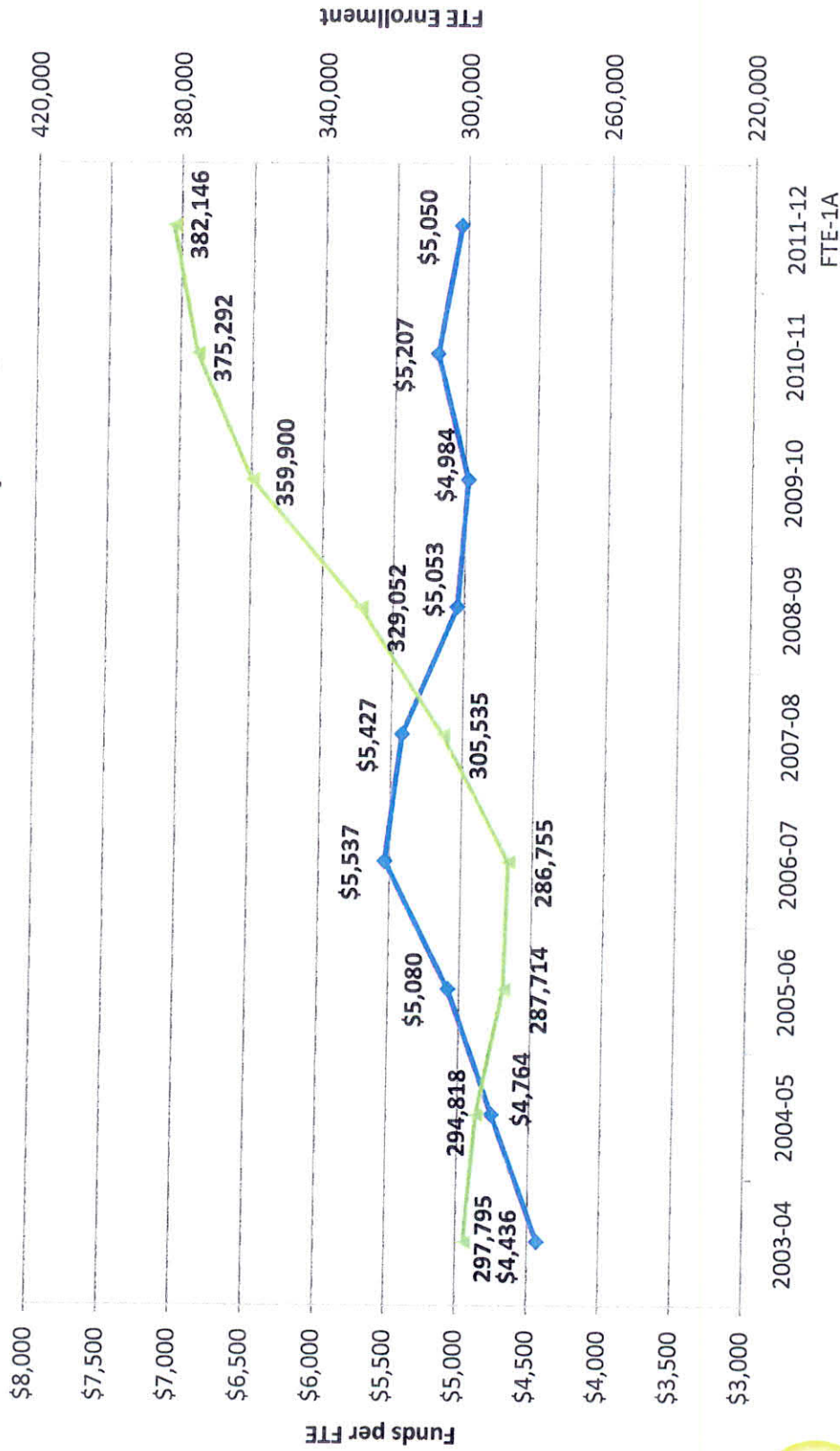
The percentage of the budget generated by student tuition has increased from 34.5% to 54.7% over the same time period.



State funds include GR and EETF. Tuition includes tuition, out-of-state fees and technology fees.

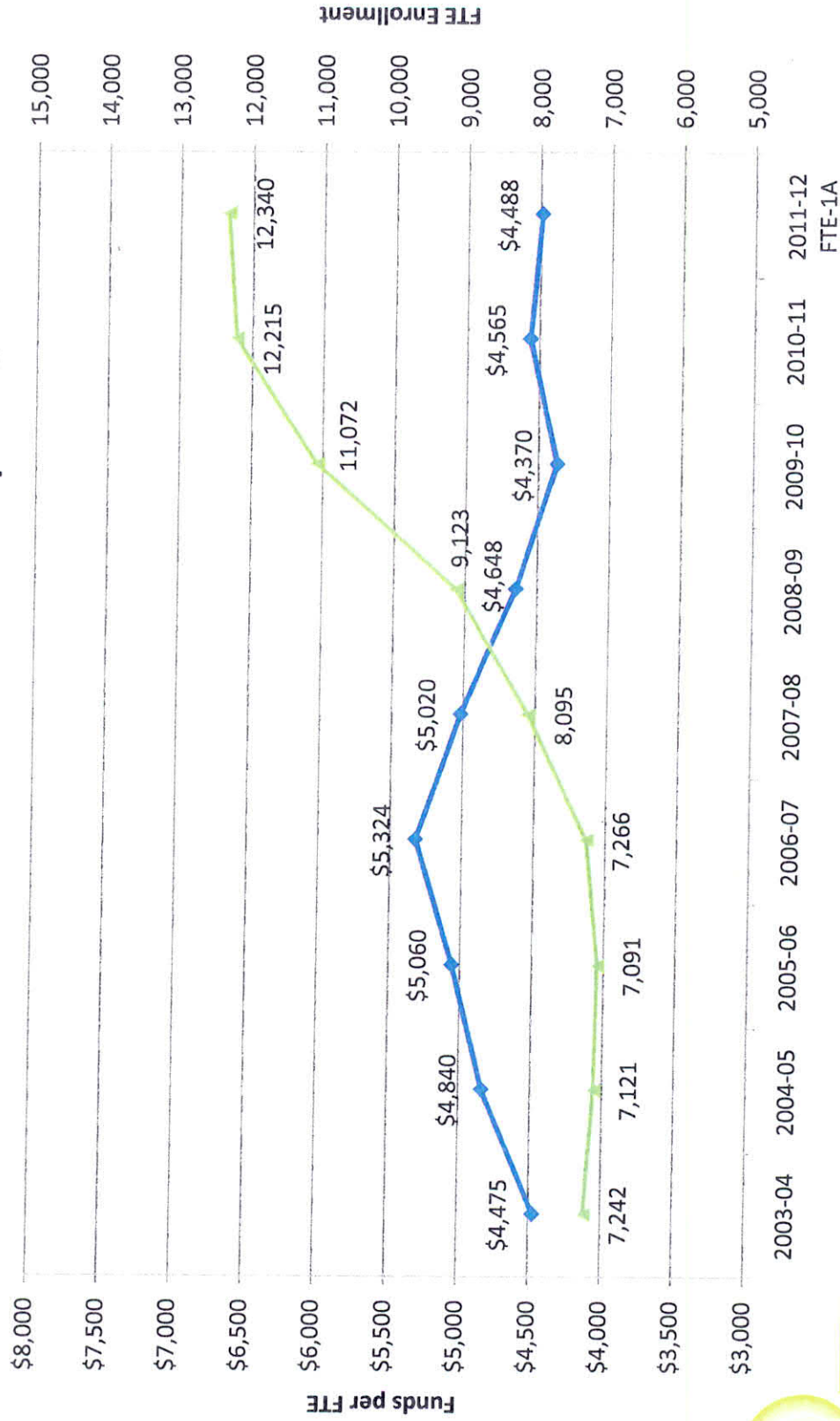
Total Funds per FTE Have Declined at the Same Time Enrollment Has Spiked

Florida College System
Comparison of FTE to Total Funds per FTE

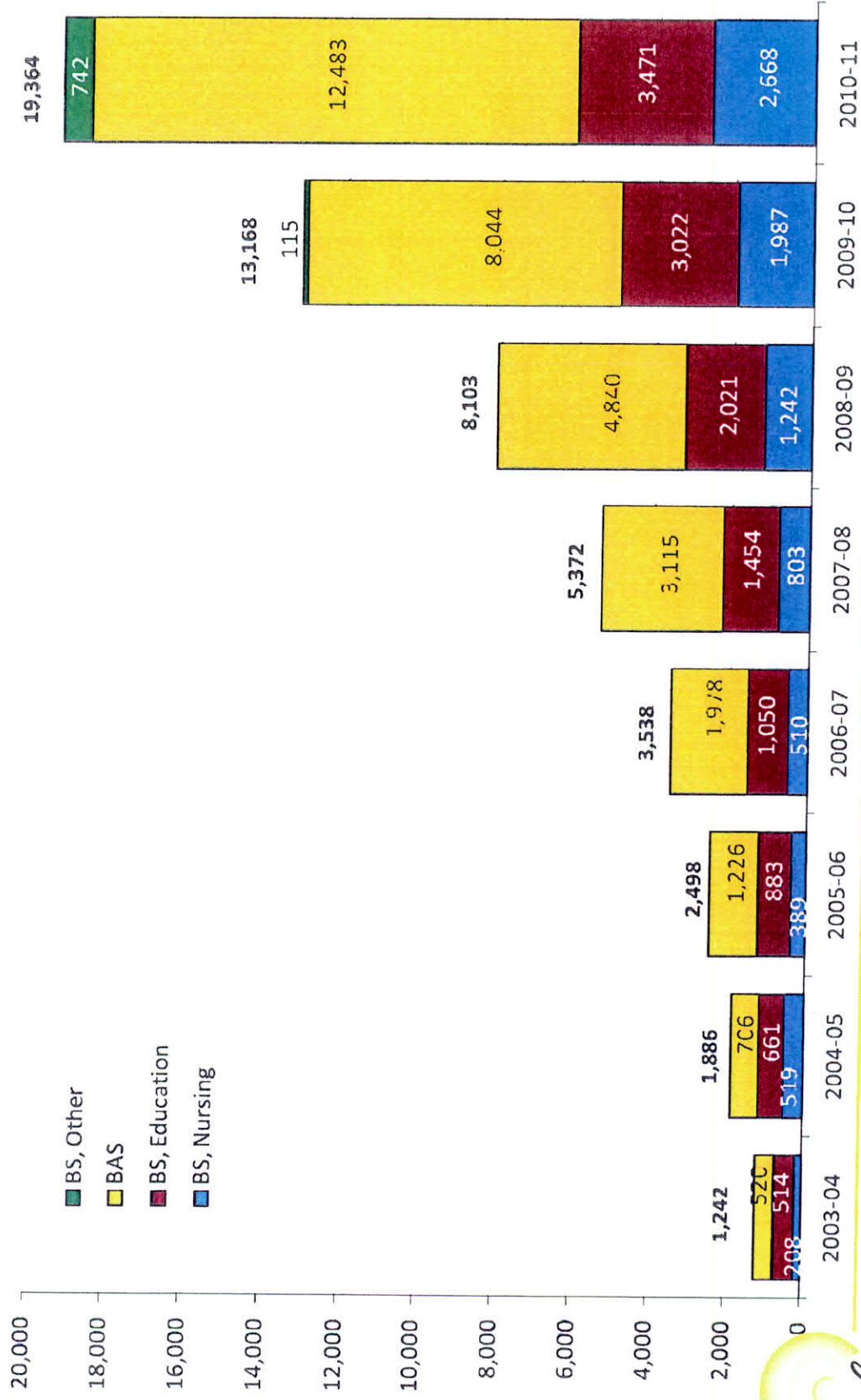


Edison's FTE Enrollment Increased 70% from 2006-07 to 2011-12 while Funds per FTE Declined 16%

Edison State College
Comparison of FTE to Total Funds per FTE



FCS Baccalaureate Programs are Targeted “Go-to-Work” Degrees



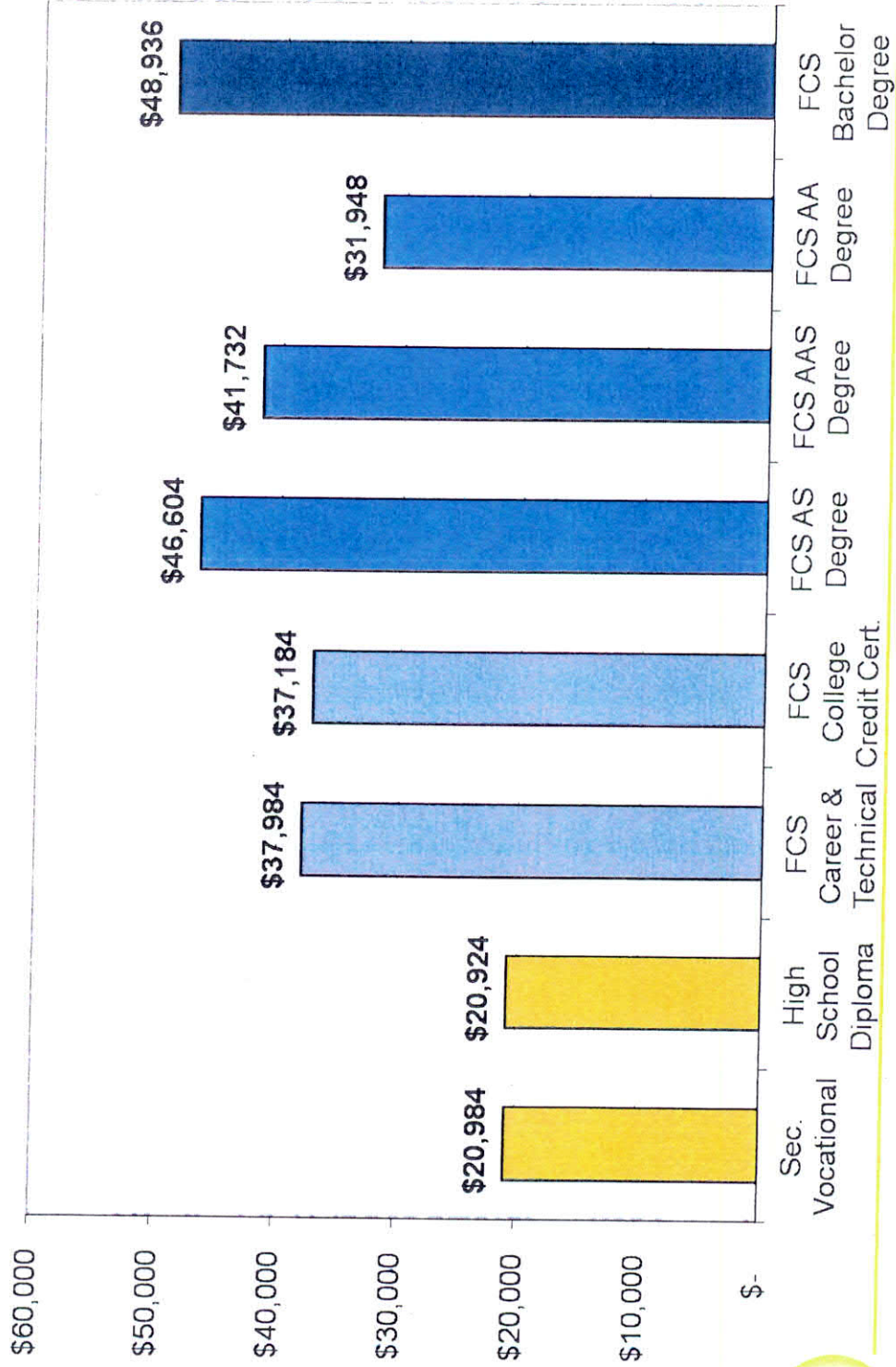
Source: Division of Florida Colleges

Note: The counts of students reflect only those who have been enrolled into a program. Student admitted to the upper division but not into a program are excluded.



Targeted Degrees Pay!

Annualized Earnings for 2009-10
Florida Graduates and Completers



Source: FETPIP Initial Quarterly Earnings, Fall 2010 Data



Edison State College Credit Program Enrollments (2010-11)

- Total Unduplicated Enrollment: 26,018
- 13,207 in Associate in Arts
- 5,011 in Associate in Science/Applied Science
- 874 in Vocational & College Credit Certificate
- 5,496 in College & Vocational Prep
- 1,325 in Continuing Workforce Education
- 1,283 Bachelor of Science

Staff Resources

Florida College System (Fall 2011)

- All Employees: 47,486
 - Faculty: 24,941
 - Full-Time: 19,959
 - Part-Time: 27,527

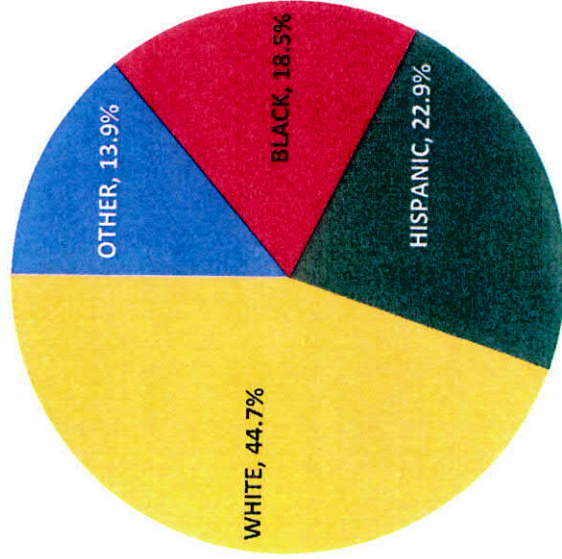
Edison State College (Fall 2011)

- All Employees: 1,525
 - Faculty: 870
 - Full-Time: 539
 - Part-Time: 986

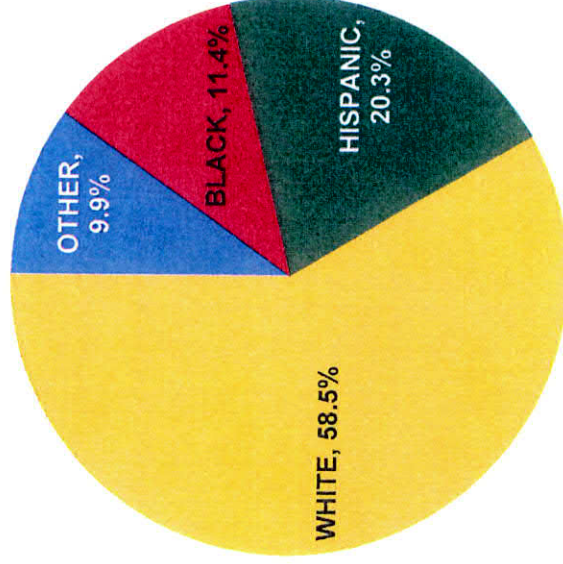
Enrollments by Race & Ethnicity*

2010-11

Florida College System



Edison State College



Accreditation Process

- Edison State College is accredited by the Commission on Colleges (Commission) of the Southern Association of Colleges and Schools to award associate and baccalaureate degrees
- The Commission evaluates institutions and makes accreditation decisions based on:
 - Compliance with the *Principles of Accreditation*, defined as integrity and commitment to quality enhancement
 - Compliance with the Core Requirements
 - Compliance with the Comprehensive Standards
 - Compliance with additional Federal Requirements

Duties of Trustees

- Section 1001.64, Florida Statutes, sets forth powers and duties of Florida College System institution boards of trustees (Boards). Boards are responsible for:
 - Cost effective policy decisions appropriate to the college's mission
 - Implementation of high quality programs within the law and rules of the State Board of Education
 - Measurement of performance
 - Reporting of information
 - Provision of input regarding state policy, budgeting, and standards
 - Appointment, suspension, or removal of the college president

Duties of Trustees Cont.

- Florida College System institution boards of trustees have authority for policies related to:
 - Institutional governance
 - Personnel
 - Budget and financial management
 - Administration
 - Programs
 - Curriculum and instruction
 - Buildings and grounds
 - Physical plan management
 - Travel and purchasing
 - Technology
 - Students
 - Contracts and grants, and college property

Trustees and the Sunshine Law

- Per Chapter 286, Florida Statutes, the Board conducts open meetings in accordance with Florida's Government-in-the-Sunshine Law, which stipulates:
 - Meetings must be open to the public
 - Reasonable notice of such meetings must be given
 - Minutes of the meetings must be taken
 - Section 286.0113, Florida Statutes, contains limited exceptions to this rule
- All discussions or deliberations, whether formal or informal, between two or more members of the Board constitute a meeting
- Violations of the Sunshine Law are criminal misdemeanors of the second degree and punishable by law

Presidential Selection

■ Per section 1001.64(19), Florida Statutes:

Each board of trustees shall appoint, suspend, or remove the president of the Florida College System institution. The board of trustees may appoint a search committee. The board of trustees shall conduct annual evaluations of the president in accordance with rules of the State Board of Education and submit such evaluations to the State Board of Education for review. The evaluation must address the achievement of the performance goals established by the accountability process implemented pursuant to s. 1008.45 and the performance of the president in achieving the annual and long-term goals and objectives established in the Florida College System institution's employment accountability program implemented pursuant to s. 1012.86.

Presidential Selection

- Most Boards will undertake an analysis of institutional needs, out of which should flow criteria for selecting a president
- The Board should receive input from the campus community and the community at large during the needs assessment
- The final criteria should be incorporated into a presidential profile that is relevant to current and future conditions of the college
- The Board can elect to utilize a presidential search committee

Utilizing a Search Committee

- If the Board chooses to appoint a search committee, the following are items that might be included in a formal committee charge:
 - Development of institutional needs and consequent criteria for selecting the new president, or statement of criteria to be followed if the board has already developed a needs statement
 - Membership on the committee including any instructions regarding the methods of selection and the choice of the chair
 - Timetable providing dates by which the board expects recommendations from the committee
 - Breadth of search – some boards have instructed their committees on where to look; others leave this to the committee
 - Necessity of complying with equal opportunity/affirmative action requirements
 - Availability of funds for committee expenses
 - Desirability of using outside professional consultants
 - Number of candidates to be recommended to the Board for final decision and whether these candidates are to be ranked or not
 - Clear statement on the Board's intention to make the final choice and appointment

Press

Issues to Be Considered

1. **You will be Dating**
2. **Transparency**
3. **Shared Governance**
4. **Involvement from all Constituencies**
5. **Consistent with goals of Board**
6. **Timing for both Board and Candidates**
7. **The reputation and success of the College**

Timing

Timing

■ Questions

Contact Information

- 850-245-9449
- Randy.Hanna@fldoe.org