

MINUTES
Edison State College District Board of Trustees
Retreat/Workshop/Orientation
Lee Campus – AA-165
July 23, 2013



Call to Order

The District Board of Trustees of Edison State College met in a workshop in Lee County, Florida, on July 23, 2013 at 9:00 a.m. with the workshop called to order by Marjorie Starnes-Bilotti, Chair, and facilitated by Dr. Henry Peel, Chief of Staff.

Present: Marjorie Starnes-Bilotti, Chair
Sankey E. "Eddie" Webb, III, Vice Chair
Brian Chapman
Tristan Chapman
Julia Perry
Braxton Rhone
Christopher Vernon

Others: Dr. Jeffery Allbritten, President
Dr. Henry Peel, Chief of Staff
June Hollingshead, Recorder

Workshop Items for Discussion

Agenda Item #1. (a) 2012-2013 Recap, and (b) 2013-2014 Strategic Directions
(Presenter: Dr. Jeff Allbritten)

- (a) 2012-2013 Recap – Dr. Allbritten recapped his first year, including the establishment of a functioning leadership team, launching an academic reorganization and reporting structure, leading the SACS team to full reaffirmation, increasing connectivity within the 5-county area Edison serves, increasing visibility within the state, engaging students, staff and faculty, improving communication, and opening the College's first residence hall.
- (b) 2013-2014 Strategic Directions – Dr. Allbritten outlined enhancing the college experience through a refocus of recruiting and admissions efforts, the creation of a robust residential life experience on the Lee campus to support the residence hall, a feasibility study to consider returning athletics as a component of student/residential life, the possibility of a recreation facility, an increase in scholarly activities vis-à-vis the creation of a sponsored programs office, and a focus on international education. He also plans on increasing community connections through a consideration of rebranding and renaming to help with the College's external message, by establishing a new direction of the Foundation as an integral part of the College, and by placing an emphasis on broader coverage of regional workforce issues through the new regional vice presidents for economic and community development.

Agenda Item #2. Online Instruction (Presenters: Dr. Denis Wright / Mary Myers)
Dr. Wright and Ms. Myers presented "Online Instruction: Trends and Challenges" which included current 1-year and 5-year enrollment trends, the redesign and redevelopment of online learning, the certification of faculty to teach online, faculty statistics, and other faculty related issues.

Agenda Item #3. Foundation Investment Review (Presenter: Mr. Kevin Miller)
Mr. Miller introduced SEI employees Michael Kelly, Senior Relationship Manager, Terry Gerlich, Senior Client Investment Strategist, and Danielle Smith, Client Service Director, who presented the Edison State College Foundation's current and future investment positions, as well as a brief overview of FUPMIFA and how SEI assists the Foundation with compliance.

Mr. Vernon requested that the quarterly report given to the Foundation's Board of Directors be distributed as well to the Board of Trustees with a request for feedback.

Agenda Item #4. Updates: Dual Enrollment, Developmental Ed, Continuing Contracts (Presenter: Dr. Denis Wright)
Dr. Wright presented dual enrollment changes in costs sharing with the school districts and how this will impact the College's potential revenue. Developmental education changes begin in January 2014, including Advising's new role and responsibilities, the development of an educational plan due March 2014, and new reporting to the Chancellor of the Florida College System beginning October 2015.

The Continuing Contracts update was held until the afternoon Executive Session.

Agenda Item #5. Safety Update (Presenters: Dr. Henry Peel, Rick Parfitt, Dr. Christine Davis, and Jason Dudley)
This item was moved to the August Board meeting.

Agenda Item #6. BOT Logistics (Presenter: Dr. Henry Peel)
Dr. Peel facilitated discussion of the following items:

- Number of Board Meetings – Everyone agreed upon 9 Board meetings beginning at 3:00 p.m. on the fourth Tuesday of the month for 2013-2014, with no meetings in December 2013, March 2014 and July 2014.
- Focus of Board Meetings – There will be 9 business meetings, 4 of which will include informational presentations by faculty, students, or staff (one per campus/center).
- Charter School Board Meetings – Two meetings are required at each site per year. It was agreed that, as an option, one of the two meetings should be a tour of the charter schools.

- Facilities Items and Designated Spending Authority – The dollar amount of contracts that the President is authorized to execute on behalf of the Board of Trustees is \$325,000.
- Personnel Items and Designated Hiring Authority – Mark Lupe and Ron Dente will redesign and minimize this agenda item subject to terms of law.
- Consent Agenda – Use of this agenda section will take items in total. Items can be pulled and voted on separately, if needed.
- BOT Committee Meeting Structure – Liaison area designations will be replaced with the development of three committees which will meet the day of the Board meetings from 1:15 – 2:45 p.m. Items will be discussed one month and then voted on the next month.
- Action Items/Information Items for BOT Meetings – Protocol – Questions are acceptable. There is no need to read each item title verbatim.
- Digital Meeting Materials – Posted Online for Trustee Access – Beginning with the August meeting, the Board meeting materials will be provided through a paperless, electronic digital process. Laptops will be provided to Board members. Hard copies will be available upon request.


Orientation

Orientation materials included an Orientation for College Trustees (DVD) by Dr. Belle Wheelan, President, SACS Commission on College, and the current *AFC Trustee Manual*. Trustees were reminded of the upcoming 1st Annual AFC Trustee Commission Conference, September 12-13, 2013 in Lake Buena Vista, FL.

Adjournment

The workshop adjourned at 1:30 p.m.


Executive Session – The Board met in Executive Session from 1:30 – 2:00 p.m. for Collective Bargaining discussion.



Dr. Jeffery Allbritten
College President

8/27/13

Date



Marjorie Starnes-Bilotti, Chair
District Board of Trustees

8/27/2013

Date