

**MINUTES**  
**REGULAR MEETING**  
**DISTRICT BOARD OF TRUSTEES**  
**GULF COAST COMMUNITY COLLEGE**

**January 13, 2005**

10 a.m.  
Third Floor Seminar Room  
Student Union West

**Members Present** William C. Cramer, Jr. (presiding), Denise D. Butler, Karen L. Durden, Linda S. Grantham, Dr. Stephen C. Myers, William C. Sumner, Dr. Robert L. McSpadden, Derrick Bennett

- 1. Call to Order**                    **1.1** Chair Cramer called the meeting to order at 10:05 a.m.
- Invocation**                        **1.2** Dr. McSpadden gave the invocation.
- Pledge of Allegiance**            **1.3** Dr. Myers led those present in the pledge of allegiance to the American flag.
- Welcome to Guests**              **1.4** Chair Cramer welcomed the board's guests, recognizing in particular Ms. Karen Parham, chair of the Coordinating Council; Ms. Angelia Reynolds, chair of the Faculty Council; Ms. Dottie Terryn, chair of the Career Council; and Ms. Candy Glenn, president of the Student Activities Board.
- Hearing of Citizens**              **1.5** No citizen answered the call to appear before the board.
- Approval of Minutes**            **1.6** Dr. Myers moved and Ms. Durden seconded approval of the minutes of the board's meeting of December 9, 2004, as distributed. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.
- Gulf Coast Story**                **1.7** Dr. McSpadden introduced Mr. Mosell Washington, director of human resources, and Mr. Steve Dunnivant, coordinator of instructional technology, who presented an overview of the college's new Professional Development Center. Mr. Washington emphasized the college's commitment to employ the best available faculty and staff and to ensure their continued professional growth and development. He highlighted the primary objectives in establishing the center, including standardized training, cultivation of new leaders, and introduction and reinforcement of emerging practices. Mr. Dunnivant indicated that the career and professional development mission of the center focused on computer and technology applications, learning environments, and instructional design. He noted that the center provides a wide array of

services including afternoon and evening workshops, institutes and orientations, project support, college website design and support, and Blackboard course management training and support. On behalf of the board, Chair Cramer commended Mr. Washington and Mr. Dunnivant for the excellent presentation.

**SAB  
Report**

**1.8** Ms. Candy Glenn, president of the Student Activities Board, highlighted recent and upcoming projects and events. She mentioned the SAB's upcoming project to plant trees on the campus of Pensacola Junior College to replace some of those lost to Hurricane Ivan. She noted that January 24-28 would be Homecoming week and described some of the associated activities.

**2. Attorney's  
Report**

**2.1** Attorney Derrick Bennett had no report.

**Next  
Meeting**

**2.2** The next meeting of the District Board of Trustees was set for Thursday, February 10, 2005, at 10 a.m. in the Third Floor Seminar Room of the Student Union West.

**3. College People  
and  
Programs**

**3.1.1** Dr. McSpadden opened his report on college people and programs by calling attention to the success of the men's and women's basketball teams. He then referred trustees to numerous articles, letters, and notes that highlighted college-related efforts and achievements.

**Community  
Support**

**3.1.2** Dr. McSpadden referred trustees to recent announcements of scholarships established as a part of the A Legacy of Trust campaign, which included the following:

- Eva C. Walker Memorial Scholarship
- Terry Holdnak Scholarship
- Sussex Bay Foundation Scholarships
- Alfred I. duPont Foundation Scholarships
- Tom Etheridge Engineering and Science Memorial Scholarship

Dr. McSpadden acknowledged receipt of funds from the State of Florida to be used to improve awareness of dental health and nutrition in the college's service district. He also noted that Helen Montgomery Jenkins had recently sent a letter documenting her bequest of 5 percent of her estate to the college. Dr. McSpadden acknowledged recent contributions from the following donors:

- Frank C. Weddle
- Isler & Associates Title, Inc.
- Sue G. Cochran
- Bay Bank & Trust Company Employees

- Dr. and Mrs. Charles Burgess
- Adams Pharmacy, Inc.
- J. R. and Mary Sue Adams
- Curtis and Dolores Murphy
- Maxine M. Humphreys
- B. Edwin and Kathryn Riggins
- Donald and Elke McCoy
- Marion C. "Si" Mathison
- Kenneth and Dawson Cochran
- Ronald Penton, Sr.
- Clint and Rhonda Mayo
- NSWV PC Code E Department
- James E. Vause
- Johnny and Ruby Campbell
- L. F. Walker
- Roy H. Breedon
- Community Services Foundation of Bay County, Inc.
- Tyndall Federal Credit Union
- Pansy Bjorklund
- Frances A. Cobb
- Kiwanis Club of Panama City
- David Warriner
- Colin and Rita Harding
- Sadie Dennis and Virginia Pierson
- Sean and Cande McNeil
- April Brand
- Larry and Melinda Jolly
- James A. Cox & Associates, Inc.
- Tri-State Panhandlers
- Robert and Lynn Koehnemann
- Gulf Coast Workforce Development Board

**State, National,  
International  
Issues**

**3.2.1** No State, National, and International issues were presented.

**4. Health  
Sciences  
Contracts**

**4.1.1** Trustees were asked to approve contracts that would permit nursing students to secure clinical experience at the Center for Wound Care and in the medical facilities of Dr. Mohammad Zeinomar. Ms. Durden moved and Dr. Myers seconded approval of the contracts as requested. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.

**Legal  
Services  
Contract**

**4.1.2** Vice President John Holdnak requested approval of a contract for the board's legal services with Harrison, Rivard, Zimmerman & Bennett, CHTD, Attorneys at Law (HRZ&B), which would replace a contract with Bennett, Logue, and Bennett, Attorneys at Law. He provided historical perspective on the legal services provided the board by Attorney Julian Bennett and his firm since 1984, noting that Mr. Bennett and his son, Derrick, had merged their law practice with HRZ&B. Mr. Holdnak explained that the new contract named Derrick Bennett the primary attorney for the board and identified the scope of services to be provided by HRZ&B. Following discussion, which included Chair Cramer's acknowledgment of the high quality legal services provided by Mr. Julian Bennett and Mr. Derrick Bennett, Ms. Durden moved and Mr. Sumner seconded approval of the contract with HRZ&B as requested. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.

**Budget  
Amendment 14**

**4.1.3.1** Dr. McSpadden led review of Amendment 14 to the Restricted Current Fund and requested approval. Dr. Myers moved and Ms. Durden seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.

**Budget  
Amendment 15**

**4.1.3.2** Dr. McSpadden led review of Amendment 15 to the Unrestricted Current Fund and requested approval. He indicated the amendment budgeted mini-grants from the GCCC Foundation for projects in the Technology Division, Surgical Technology program, and the Library. He noted that the Library's project involved digitizing the college archives. Ms. Grantham moved and Ms. Butler seconded approval of the amendment as presented. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.

**Obsolete  
Property**

**4.1.4** Trustees reviewed a listing of computer equipment that had been determined obsolete or worthless by the property custodians. Following review, Mr. Sumner moved and Ms. Grantham seconded approval to dispose of the equipment as listed. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.

**Financial  
and Energy  
Statement**

**4.1.5** Vice President Holdnak led review of the activity in the General Current Fund for the period July 1 through December 31, 2004, as well as accompanying energy consumption and purchase activity reports.

**Joint Use  
Facility  
with Bay County**

**4.1.6** Vice President Holdnak requested board approval to continue discussion with the Bay County Commission and appropriate county staff about the possibility of constructing a facility at the college's North Bay Center to be used jointly by the college and Bay County. He explained that the proposed facility would address the county's need

to relocate the Emergency Operations Center as well as provide additional space for the college's Public Safety programming and other related or applicable programs. He noted that relocation of the college's radio station studios and broadcast facilities to the more secure setting away from the coast was also being discussed in connection with this project. Following comments from several trustees that endorsed the facility as a positive opportunity for the community, Ms. Durden moved and Dr. Myers seconded authorizing the college to continue negotiations with the county related to the joint-use facility and to pursue funding sources. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye. Mr. Holdnak encouraged trustees to contact members of the college's legislative delegation to solicit their support for the project.

### **Moody Avenue Realignment**

**4.1.7** Vice President Holdnak presented information about the upcoming realignment of Moody Avenue, which would result in the roadway's being routed to the western side of the college's Workforce Development Building and intersecting with Collegiate Drive near the public boat launching area. Mr. Holdnak acknowledged the cooperation of the Department of Transportation and the engineering firm working on the DOT's Highway 98/23<sup>rd</sup> Street realignment project, Volkert and Associates.

### **Professional Personnel**

**4.2.1** After review of the professional personnel recommendations that appear below, Ms. Butler moved and Mr. Sumner seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.

### **Employment**

Gonshor, Lee G. --- Associate Professor (Step 1), Natural Sciences Division, effective January 3 - May 6, 2005, salary of \$16,505 (based on annual salary of \$34,346)

Jansak, Elaine M. --- Assistant Professor (Step 8), Health Sciences Division, effective January 3 - May 6, 2005, salary of \$18,154 (based on annual salary of \$37,776)

Newberry, Robin C. --- Career Manager, Workforce Training Center, Workforce Development, effective January 10 - June 30, 2005, salary of \$11,474 (based on annual salary of \$24,150)

Riggle, Allison M. --- Coordinator, Student Support Services, Developmental Studies, effective January 24 - June 30, 2005, salary of \$13,759 (based on annual salary of \$31,500); funded by Student Support Services grant

### Resignation

Cole, Christy N. --- Coordinator, Community Relations,  
Institutional Advancement, effective December 17, 2004

Lamar, Linda J. --- Career Manager, Workforce Training Center,  
Workforce Development, effective January 3, 2005

### Career Service Personnel

4.2.2 After review of the career service personnel recommendations presented below, Dr. Myers moved and Ms. Durden seconded approval. The vote was recorded as follows: Butler, aye; Durden, aye; Grantham, aye; Myers, aye; Sumner, aye; Cramer, aye.

### Employment

Lipscomb, Theresa L. --- Auxiliary Service Worker III (Grade 5),  
part-time, Food Service, effective January 3, 2005, hourly rate of  
\$7.17

Martin, Chiquetta D. --- Miscellaneous I (Grade 1), part-time,  
Gulf/Franklin Center, Student Development, effective  
January 6, 2005, hourly rate of \$6.07

Preyer, Devon M. --- Lifeguard (Grade 3), Wellness and Athletics  
Division, effective January 5, 2005, hourly rate of \$6.60

Rogers, Catherine --- Senior Clerk Typist (Grade 9), Disability  
Support Services, Student Services, effective January 3, 2005,  
hourly rate of \$8.85, including experiential credit

### Reclassification

Keesler, Pamela S. --- From part-time to full-time Receptionist  
(Grade 6), Gulf Coast Criminal Justice Selection Center, Public  
Safety, effective January 3 - June 30, 2005, no change in salary;  
funded by Criminal Justice Selection grant

Morgan, Michael A. --- From Maintenance Mechanic II (Grade 9)  
to Heating/Air Conditioning Technician (Grade 12), Facilities  
Management, effective January 6, 2005, hourly rate of \$12.51

Vista, Tito N. --- From Heating/Air Conditioning Technician  
(Grade 12) to Mechanic II (Grade 9), Facilities Management,  
effective January 3, 2005, no change in salary

### Resignation

Jones, Kimberley D. --- Senior Clerk Typist (Grade 9), Enrollment  
Services, effective December 31, 2004

