

DRAFT

Minutes
Florida SouthWestern State College
District Board of Trustees
Charlotte Campus – O-117
November 18, 2014
3:00 p.m.

Call to Order

The District Board of Trustees of Florida SouthWestern State College met in regular session in Charlotte County, Florida, on November 18, 2014 at 3:05 p.m. in O-117 with the meeting called to order by Sankey E. “Eddie” Webb, III, Chair.

Present: Sankey E. “Eddie” Webb, III, Chair
Brian G. Chapman, Vice Chair
Tristan Chapman
Eric Loche
Julia G. Perry
Braxton C. Rhone
Marjorie Starnes-Bilotti
Christopher T. Vernon

Others: Dr. Jeffery S. Allbritten, President
Present: June L. Hollingshead, Recorder
Sharon McAllister, Executive Director, ArtFest Fort Myers

Absent: Byron Donalds

Pledge to Flag

Introduction of Guests and Public Comment – None

President’s Report

- On October 15, FSW received a national “Distinguished Budget Award” from the National Governors Finance Officers Association.
- The International Education Center at FSW has published an international education guidebook for students. MOUs are being developed with Austria, Denmark, Finland, Spain, Ireland, and Scotland.
- Tristan Chapman introduced Sharon McAllister, Executive Director, ArtFest Fort Myers. They won six awards at the recent International Festival & Events Association Convention in Kansas City, including an award in the category entitled “Best Sponsorship Program for a Sponsor: Art Under 20 Competition (high school art students) with Florida SouthWestern State College.” ArtFest Fort Myers, the annual juried fine art festival, takes place February 6-8, 2015 in the Fort Myers River District.

- From October 22 - December 17, the Bob Rauschenberg Gallery is presenting the first solo Robert Rauschenberg exhibition since the artist's death in 2008. Also, the Gallery was awarded a 2014 Arts & Attractions Marketing Grant to strengthen and promote arts and cultural attractions in Lee County.
- In October, during the AFC 65th annual convention, FSW won the "2014 Exemplary Practice Award" for the College's name change/ branding/ marketing campaign. FSW employees who received awards and recognition were Stacey Brown, Sue Buntic, Adriane Fike, Crystal Maldonado, and Jennifer Young. FSW's AFC chapter received the 2014 Membership Award for "Greatest Percent Increase of Members Over Previous Year" across all 28 Florida state and community college AFC chapters.

Vote to Take Action On

Agenda Item #1. Approval of Minutes Regular Meeting and Charter School Governing Board Meeting September 23, 2014

MOTION by Marjorie Starnes-Bilotti, seconded by Julia Perry, to approve the minutes of the regular meeting and Charter School Governing Board Meeting September 23, 2014, as presented. Approved unanimously.

Academic Affairs & Student Services Committee Report

Vote to Take Action On

Agenda Item #2. Approval of a Three-Year Contract Extension with Instructure for Institution-wide Use of the Canvas Learning Management System (LMS). The President is Authorized and Directed to Execute the Attached Service Order Form.

MOTION by Julia Perry, seconded by Braxton Rhone, to approve a three-year contract extension with Instructure for institution-wide use of the Canvas Learning Management System, and to approve authorizing and directing the President to execute a service order form, as presented. Approved unanimously.

Business Affairs & Facilities Committee Report

Vote to Take Action On

Agenda Item #3. Approval of Rank Ordering for Professional Services of a Construction Management Firm (RFQ 14-06) for the Renovation of Leonhardt Hall on the Lee Campus and Authorizing the Administration to Negotiate and Enter into a Contract on the Budget/Project as Approved by the BOT on 6/24/14

MOTION by Tristan Chapman, seconded by Eric Loche, to approve rank ordering for professional services of a construction management firm (RFQ 14-06) for the renovation of Leonhardt Hall on the Lee campus and authorizing the Administration to negotiate and enter into a contract on the budget/project as approved by the BOT on 6/24/14. Approved unanimously.

Agenda Item #4. Approval of Rank Ordering of MEP Engineering Firms and Authorizing the Administration to Award a Contract(s) for Continuing Services for Projects Less Than (total project) \$2,000,000.00

Agenda Item #5. Approval to Award Status of "Pre-Qualified" General Contractor for a One-Year Period

MOTION by Marjorie Starnes-Bilotti, seconded by Brian Chapman, Jr., to approved Agenda Items #4 and #5, as presented. Approved unanimously.

Agenda Item #6. Approval of Rank Ordering of Architectural Firms for the Design/ Development of the Student Recreation and Athletic Facility and Authorizing Administration to Enter into a Contract with the Existing Board Designations with the Top Ranked Firm to Develop a Conceptual Design and Estimate of Project Cost. If Negotiations Should Fail, Administration Can Enter into Negotiations with the Next Ranked Firm and so on until a Contract is Reached that is Fair, Competitive and Reasonable.

MOTION by Marjorie Starnes-Bilotti, seconded by Julia Perry, to approve the rank ordering of architectural firms for the design/development of the Student Recreation and Athletic Facility and authorizing the administration to enter into a contract with the existing Board designations with the top ranked firm (Harvard Jolly, Inc.) to develop a conceptual design and estimate of project cost, as presented. If negotiations should fail, administration can enter into negotiations with the next ranked firm and so on until a contract is reached that is fair, competitive and reasonable. Approved unanimously.

Agenda Item #7. Approval of a Construction Manager Contract with Gulfpoint Construction Company and Guaranteed Maximum Price Amendment thereto for Chiller #1 Replacement in the Amount Not to Exceed \$372,349.03 on the Lee Campus and Authorizing and Directing the President to Execute the Contract on Behalf of the District Board of Trustees of Florida SouthWestern State College, FL

MOTION by Brian Chapman, Jr., seconded by Tristan Chapman, to approve a construction manager contract with Gulfpoint Construction Company and Guaranteed Maximum Price amendment thereto for Chiller #1 replacement in the amount not to exceed \$372,349.03 on the Lee campus, and authorizing and directing the President to execute a contract on behalf of the District Board of Trustees of Florida SouthWestern State College, FL. Approved unanimously.

Agenda Item #8. Approval of Educational Plant Survey (EPS) to Remove Building "B" on the Hendry/Glades Campus

MOTION by Julia Perry, seconded by Chris Vernon, to approve the Educational Plant Survey recommending removal of Building "B" on the Hendry/Glades Campus. Approved unanimously.

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Agenda Item #9. Approval to Remove College Property from Inventory

MOTION by Braxton Rhone, seconded by Chris Vernon, to approve removal of College property from inventory, as presented. Approved unanimously.

Consent Agenda

Agenda Item #10. Financial Services Consent – Budget Amendments

Agenda Item #11. Approval of Personnel Actions

MOTION by Chris Vernon, seconded by Marjorie Starnes-Bilotti, to approve Consent Agenda Items #10 and #11, as presented. Approved unanimously.

Information Only

Agenda Item #12. Florida SouthWestern State College Financing Corporation
Second Quarter Financial Statements and Investment Report

Agenda Item #13. Florida SouthWestern State College Foundation, Inc. Second
Quarter Financial Statements and Investment Report

Agenda Item #14. Florida SouthWestern State College Monthly Financial Report

Agenda Items #12, #13, and #14 were presented for information only.

Institutional Advancement and Policy Committee Report

Vote to Take Action On

Agenda Item #15. Amend Board Policy 6Hx6:1.05–Florida SouthWestern State
College Financing Corporation

MOTION by Chris Vernon, seconded by Brian Chapman, Jr., to approve amending Board Policy 6Hx6:1.05 – Florida SouthWestern State College Financing Corporation, as presented. Approved unanimously.

Agenda Item #16. Amend Board Policy 6Hx6:2.07–Campus Violence Prevention

MOTION by Chris Vernon, seconded by Marjorie Starnes-Bilotti, to approve amending Board Policy 6Hx6:2.07 – Campus Violence Prevention, as presented. Approved unanimously.

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Old Business – None

New Business – None

Professional Development – None

President's Comments

Deferred to end of Charter School Governing Board meeting which follows

Board Members' Comments

Deferred to end of Charter School Governing Board meeting which follows

Adjournment – The meeting was adjourned at 3:47 p.m.

Dr. Jeffery S. Allbritten
College President

Sankey E. "Eddie" Webb, III, Chair
District Board of Trustees

Date

Date

Minutes
Florida SouthWestern State College
Charter Schools Governing Board
Charlotte Campus – O-117
November 18, 2014

Call to Order

The District Board of Trustees of Florida SouthWestern State College reconvened as the Florida SouthWestern State College Charter Schools Governing Board in Charlotte County, Florida, on November 18, 2014 at 3:47 p.m. in O-117 with the meeting called to order by Sankey E. "Eddie" Webb, III, Chair.

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

Others: Dr. Jeffery S. Allbritten, President
Present: June L. Hollingshead, Recorder

Absent: Byron Donalds

Introduction of Guests and Public Comment – None

Reports to the Charter Schools Governing Board – None

Old Business – None

New Business – None

Other Business

Vote to Take Action On – None

Consent Agenda

Agenda Item #1. Collegiate High Schools' Monthly Consent Agenda – Budget Amendments

MOTION by Braxton Rhone, seconded by Brian Chapman, Jr., to approve the collegiate high schools' monthly consent agenda budget amendments, as presented. Approved unanimously.

Information Only

Agenda Item #2. Collegiate High Schools' Monthly Financial Report

Agenda Item #3. Florida SouthWestern Collegiate High Schools – Informational Monthly Report

Agenda Items #2 and #3 were presented for information only.

Written Reports – None

President's Comments

Board Members' Comments

- Tristan Chapman suggested a change in the start time for Committee meetings from 1:15 p.m. to 1:30 p.m. All agreed to try this for the January 27, 2015 meeting.

Adjournment – The meeting was adjourned at 3:55 p.m.

Dr. Jeffery S. Allbritten
College President

Sankey E. "Eddie" Webb, III, Chair
Charter Schools Governing Board

Date

Date