AGENDA
The District Board of Trustees - State College of Florida, Manatee – Sarasota,
Special Meeting/Workshop, January 18, 2012, 5pm
SCF Lakewood Ranch

1. Call to Order and Pledge of Allegiance – Chairman Beruff
2. Budget Committee Recommendations
3. Staffing & Compensation Committee Recommendations
4. Capital Improvement Committee Recommendations
5. Board Comments & Adjournment
GOALS
- How is SCF funded
- Are funds being used in the most effective manner
- Redefine procedures
- New funding sources

HOW IS SCF FUNDED
- State formula
- Tuition
- Governmental grants
- Private 501 (c) (3) grants
- Legacy gifts
- SCF Foundation
- Penalties for being cost effective?

RECOMMENDATIONS
- Retain in-house legal positions
- Clarify language on President’s authority on establishing athletic teams
- Continue exploring outsourcing other SCF services
- Lowering dollar value requiring competitive bidding
- End open-ended contracts
- Reacquire ability of Board to set President’s salary *Dr. Hafner’s memorandum.

REDEFINE PROCEDURES
- Add a member of the Board of Trustees to the Planning and Budgeting Committee (PBC)
- Limit President’s authorization to ten thousand dollars ($10,000) without Board approval?
- Limit any new project approval to the initial specified amount without further non-consent item Board approval
- Require further funding of projects to require non-consent item Board approval
- Require agenda Consent Items to be clearly labeled and self-explanatory with referenced page numbers
- Require Board approval in advance of work costing over ten thousand dollars ($10,000) total for new program preliminary research

NEW FUNDING SOURCES
- Naming rights
Capital Improvement Subcommittee Summary

By: Chair of Subcommittee Ann Moore
January 18, 2012

The Capital Improvements Subcommittee Meeting met on November 28, 2011 at the Lakewood Ranch Campus. Chair Moore began the meeting providing an overview of the purpose of the subcommittee, which is to better understand the processes in place to approve and operate the capital plan for the college and to specifically gain a better understanding of the library project.

Traci Steen began the presentation with the 3 basic requirements that come before the board at regular intervals; 1) Educational Plant Survey; 2) Campus Master Plan; and 3) Capital Improvement Program (CIP). The overview included timelines, statutory authorizations and current status of each requirement.

The next segment of the presentation focused on the Library Project (Ren/Rem/Add Building #8 & Building #9). Traci Steen presented a background as to how the money and project was first funded in 2008-09 and then expanded in 2010 following a building replacement study for Building 9 and 9A with the Department of Education which found the useful life of that building were beyond remodeling to accommodate the new library project.

Details were provided that showed the following regarding the Library project:

- Library space will increase by about 25,000 square feet;
- Spaces such as classrooms and computer laboratories which are so desperately needed will be replaced.
- Boardroom and other meeting spaces will be relocated and expanded;
- On-campus parking expansion provided 258 spaces, helping to relieve some of the deficit parking; and
- Expansion of the Chiller Central Plant will not only provide capacity, but will also further create energy efficiencies which will provide relief to the operating budget.

Tracy Elliott made a presentation on Libraries today and focused on how the buildings and spaces today are no longer warehouses for books, but where students can discover, create, de-stress, and get inspired. She emphasized how students need a space where they can, in addition to getting assistance accessing intellectual property, also create it-- whether it’s a paper, a speech, a movie, a website, or a blog. She shared student comments that the library inspires their creativity and that the library is the only place they can get their work done. She concluded by saying that we need to build a building that that has the proper technology, lighting, sound, equipment, spaces, and furniture in order for our students to meet the demands of 21st century learners.

Then Traci Steen resumed the progress of the Library Project to date, which included an overview of the Library Design Charette, and Programming and Schematic Design through July 2011 and the infrastructure projects which included the Parking Lot expansion and our plans for the Chiller Plant.
Expansion. Finally, concluding the Library update with the funding outlook for PECO in the 2012-13 session.

The next item on our agenda was to understand how short-term projects move forward on the campuses. Traci Steen provided the College-wide Miscellaneous Projects Report for FY2011-12, approved by the President through the Executive Management Team, August 23, 2011. Traci focused on the process of collegewide input and prioritization of needs between the three (3) campuses. In addition, she reviewed the rules and procedures detailing the approval of projects in different stages and subsequent Guaranteed Maximum Prices (GMP) or quotes.

Following the agenda we covered projects that we are in process of developing, current/pending contracts for capital vs. operational funding and concluded with a detail discussion of the funding sources for Tennis, which of course were SCF Foundation and Capital Improvement Funds.

**Conclusions and recommendations:**

There were several follow up items requested by members of the subcommittee:

1) Trustee Ed Bailey requested a copy of the Power Point Presentation;
2) Trustee Fishman requested a hard copy of the Library Design Charette document;
3) Trustee Beruff requested a copy of the contracts for the Library Project;
4) Trustees Beruff and Bailey both asked what the college’s plans were for building 5 once the Academic Resource Center (ARC) was moved into the new library.

Following the meeting, items 1-3 were provided to the trustees. However, item #4 may not have been adequately addressed and Traci Steen provides the following:

- The architects, Long and Associates provided during the programming and schematic design some alternative concepts for building 5, which represented relocating the faculty offices from building # 3 to building #5 and keeping in place the 5 existing classrooms. A copy of a design for building # 5 is attached.

Chair Moore was extremely impressed with the level of detail covered in the meeting and was very complimentary of the job Facilities Management is doing with its resources and process development. Unfortunately, the recent PECO funding forecast in the State of Florida remains depressed and therefore instead of just waiting and hoping that the Library funding with resumes, Chair Moore does recommend that the College work closely with the SCF Foundation to look for other resources to help move this project forward.