

**New College of Florida
Board of Trustees**

**Minutes of July 14, 2001 Meeting
Revised and Approved**

Members in Attendance

Robert M. Johnson, Chair
Robert M. Schiffman, Vice Chair
Robert G. Blalock
John Cranor
Rev. Jerome Dupree
Lt. Gen. Rolland Heiser, U.S. Army, Ret.
Andrew B. Hossack
Kenneth Misemer
Col. Mickey Presha, USAR, Ret.
Vicki Pearthree Raeburn, Ph.D.
Alexis A. Simendinger
Jane T. Smiley

Ex-Officio Members

Michael S. Bassis, Dean and Warden
Gordon E. Michalson, Jr., Acting President

Call to Order and Role Call

Dean and Warden Michael S. Bassis called the meeting to order at 10:05 a.m. on July 14, 2001 in the Music Room of College Hall of New College of Florida (NCF). Dean Bassis introduced attorneys Fred Dudley and Joseph Rugg of Akerman Senterfitt serving in their capacity as Legal Counsel for NCF. The NCF Department Chairs, Associate Dean and Warden, Vice President for Finance and Administration, and the Directors were introduced by Dean Bassis.

The role call of members present was conducted; a quorum was present.

Dean and Warden's Report

Michael Bassis gave the Dean and Warden's Report. Dean Bassis outlined the academic and administrative growth of New College during the past three years and emphasized the opportunities and challenges for the institution. *New Voices New College*, a new signature publication, was distributed.

Upon completing the Dean and Warden's report, Dean Bassis reported that he will not seek appointment as Acting President of New College of Florida, and requested a leave of absence for the coming year. He expressed affection for New College and continued support for the work of the College.

Presentations on “Sunshine Laws”

Syd McKenzie, Esq., General Counsel, State Board of Education provided the Board with an overview of the “Sunshine Laws” and their application to public meetings and public records. Attorney McKenzie addressed issues of meeting notice, public accessibility, meeting minutes, retreats/workshops, discussions with press, unilateral communication with other Board members, attorney-client relationship, collective bargaining, and public meeting ballots. Attorney McKenzie also reviewed the “Sunshine Laws” relative to public records such as the public right to inspect and copy records, statutory exceptions, timing and fees. Penalties for failing to follow the “Sunshine Laws” were discussed.

Attorney Fred Dudley provided the Board with information about the public disclosure and ethics laws. Attorney Dudley provided each member with copies of Florida Commission on Ethics’ *Guide to the Sunshine Amendment* and *Code of Ethics for Public Officers and Employees*. Attorney Dudley discussed areas of conduct related to prohibited actions, prohibited employment and business relationships, restrictions on appointing employing and contracting with relatives, post office-holding employment restrictions, voting conflicts of interest and, disclosures. Penalties for not following Florida’s ethics laws were reviewed.

Questions regarding application of the law to faculty meetings and to New College Foundation meetings were presented and discussed.

Election of Officers

Dean Bassis opened the floor for nominations for the Office of Chair of the Board of Trustees. Motion – Gen. Heiser and Col. Presha moved and seconded the nomination of Mr. Johnson for Chair. The motion unanimously passed by voice vote.

Dean Bassis handed the NCF gavel to Chairman Johnson. Chairman Johnson accepted nominations for the office of Vice Chair. Motion – Misters Misemer and Blalock moved and seconded the nomination of Mr. Robert Schiffman as Vice Chair for NCF Board of Trustees. The motion carried unanimously through voice vote.

Business of the Chair

Chairman Bob Johnson officially thanked Dean Bassis for his work during the past three years and for his work to move New College to an independent college in the State University System. Chairman Johnson then addressed the group stating the Board is up to the tasks ahead and that failure is not an option. Each member of the Board of Trustees was introduced.

Designation of President

Chairman Johnson outlined a plan for selecting the NCF President by appointing an Acting President to serve 60-70 days while a committee convenes to select an Interim President. The Interim President could be in the position for 8-10 months while a national search for the President of NCF is conducted. The Board discussed the process and timetable and the need for continuity in leadership.

Motion – Mr. Blalock and Gen. Heiser moved and seconded a motion to grant a one-year leave of absence for Dean Bassis at his current salary plus the legislative increase (approximately \$140,000) and a \$3,000 faculty development grant. The motion passed unanimously by voice vote.

Motion – Gen. Heiser and Ms. Smiley moved and seconded the nomination of Dr. Mike Michalson to serve as Acting President. The motion passed unanimously by voice vote. The new Acting President, Mike Michalson, addressed the Board, thanking the group for their expression of confidence.

Chairman Johnson discussed salary for the position of President. Motion – Misters Cranor and Schiffman moved and seconded the motion to fix the salary for the President for this year at \$150,000 plus \$10,000 as expense for the Office of the President. The motion passed by unanimous voice vote.

Appointment of Search Committee

Chairman Johnson appointed the following individuals to serve on the Interim President Search Committee: General Heiser, Robert Schiffman, Ken Misemer, Col. Presha, Jane Smiley, Andrew Hossack, David Smolker, David Mullins, Fred Strobel, Malena Cassasco and Mark Blaweiss. Vice Chairman Schiffman will serve as Chair of the committee and Chairman Johnson will serve in an ex-officio capacity on the committee. The charge of the committee is to nominate an Interim President by the September Board meeting. Chairman Johnson distributed a summary of State Laws (Senate Bill 1162) outlining the roles and responsibilities of the Board and President.

Preliminary NCF Budget 2001-02

Dean Bassis introduced the preliminary NCF budget for 2001-2002. He also stated that a study has been commissioned with MGT of America, Inc., a consulting firm, to perform an extensive analysis of NCF budgetary needs. The report should be available the first week of August. Motion – Col. Presha and Rev. Dupree moved and seconded the adoption of the Preliminary Budget 2001-2002 as presented. The motion passed by unanimous voice vote.

Motion – Misters Cranor and Misemer moved to affirm Mr. John Martin as Chief Financial Officer for NCF. The motion passed by unanimous voice vote.

Motion – Misters Blalock and Cranor moved to ratify the (3) Memorandum of Agreement between NCF and USF. The motion passed by unanimous voice vote.

Appointment of Budget and Finance Committee

A Budget and Finance Committee was appointed by Chairman Johnson. The committee includes Gen. Heiser, Vice Chair Robert Schiffman, Bob Blalock, Col. Presha, and Chairman Johnson.

Future Meeting Dates

The Board discussed “rule making” and Emergency Rules for NCF and, documents that will need Board ratification. Saturday, August 11, 2001, will be the next meeting of the Board.

The meeting was adjourned at 1:00 p.m.

Submitted by,
Carol Butera-Dutton
Acting Secretary, Board of Trustees