

**Manatee Technical College
Board of Governors
Minutes for April 7, 2016**

Present: Alan Anderson, Tom Athens, Ronnie Barber, Fred Bartholomew, Kimberly Bland, Richard Conard, Mike Johns, LeMoyne Johnson, Lisa King, Bill Lee, George Nosser, Idelia Phillips, Lynn Ruesch, Clayton Sutton, Michelle Todoroff, Valerie Viands, Doug Wagner, John Ziemnicki

The meeting was called to order at 5:00 pm by John Ziemnicki.

Mr. Ziemnicki welcomed everyone and thanked them for attending. Introductions were made.

Mr. Ziemnicki said that we have been working on updating our bylaws and will review and hopefully approve the updates at this meeting. We will then talk about filling the positions to get us back to the original purpose of the Board of Governors (BOG).

Mr. Ziemnicki commented that he likes seeing all of the MTC graduations in the newspaper. It is good for the students to have the individual program graduations instead of everyone waiting until the end of June since our students complete throughout the school year. The new format is nice and is special to each program.

Minutes of the January 28, 2016, Meeting: A motion was made and seconded to approve the minutes of the January 28, 2016, meeting. Motion passed.

Vote on Proposed Bylaws Changes: Mr. Ziemnicki read the bylaws and pointed out any areas where there is a suggested revision.

Questions/Suggestions:

- LaMoyne Johnson asked if we have students from all Manatee County high schools attending MTC. This question relates to the position on the BOG of High School Representative. Answer: In the past we have had students from all high schools attend MTC. High schools have changed their schedules from block scheduling back to a seven-period day at all schools except Braden River High School and Lakewood Ranch High School. Therefore, only students from the two high schools remaining on block scheduling can be scheduled to attend MTC.

Mr. Johnson suggested that the high school representative be from a high school that has students attending MTC. This suggestion will be added to the bylaw changes.

- A change to the proposed revision of Article II Membership, Section B was made. The last sentence was changed from “The Executive Committee will make appointments to each position at the August Annual Meeting.” To “The Executive Committee will make recommendations for each position at the August Annual Meeting. The recommendations will be voted on by the Board of Governors.”
- LaMoyne Johnson asked if members of the BOG are indemnified. The answer is no. There was discussion on the need or not for members to be indemnified by the school district. Some felt that since the BOG operates in an advisory capacity, there is not a need for indemnification. Doug Wagner will check to see where the BOG stands with the School District of Manatee County in

regard to its members being indemnified. Mr. Johnson would like to see this in writing. Mr. Wagner will have an answer at the August meeting.

- Richard Conard asked about the term Manatee Technical College Directors in the membership section of the bylaws. Mr. Wagner said that the term is plural to be more inclusive as far as assistant directors, program directors, etc.

Dr. Conard made a motion to approve the proposed bylaws changes. The motion was seconded by Tom Athens. The motion passed.

Nominations to Fill Board Positions: Nomination forms with all of the newly approved positions listed were distributed. Please return the form with your nominations to Lisa King no later than May 9. Be sure to check with your nominee(s) that they will be willing to serve on the BOG before recommending them.

Role of Advisory Committee Chairs:

Several members gave input as to the responsibilities and role of advisory committee chairs. These include:

- Be in touch and stay in contact with instructors of the program instructors
- Find out the needs of the program.
- Help keep the program up to date.
- Conduct two (2) advisory committee meetings per year.
- Know what the instructors need and provide them with support.
- Be the voice of the program at the BOG meetings and other times as needed

It was determined that the group wants to keep all advisory committee chairs as part of the BOG. The question is will they be voting members if they are not appointed in to one of the BOG positions. Mr. Wagner will come to the next meeting with wording to address the role of the advisory committee chairs as to the BOG for the bylaws.

Dr. Conard reviewed the history of the BOG. The BOG was formed by the superintendent to improve the school. The original purpose of the board was for business and industry to give input to bring programs up to industry standards and to graduate students with the skills business and industry need.

There was discussion on the quorum for the board. The concern was that if all advisory committee chairs are BOG members, we will not ever have a quorum present at a meeting. This has been an issue the past several years. Suggested to possibly change the guidelines for what a quorum is for this board to have the quorum be those who are in attendance at any meeting.

Comments on Reports Emailed with Agenda: The intent is not to have MTC staff reporting out at BOG meetings, Instead it is the intent to have members give input to the school. At the January meeting it was decided that the reports are to be distributed by email prior to the meetings. The grants report and enrollment report were sent out with the meeting reminder. Mr. Wagner briefly reviewed the reports. No questions were asked about the reports.

Big Picture Industry Trends/Employment Needs: Mr. Ziemnicki explained that we are looking for input on what the school needs to do to stay up to date. We want to make sure that the school is staying on top of what business and industry needs. Mr. Ziemnicki is happy with the way we are heading as a board.

Other Business:

- A question was asked as to why teachers are no longer invited to attend the BOG meetings. The reason is that the purpose of the BOG is to give input relating to the school. BOG members can bring concerns from the programs they represent to the board.
- Mr. Johnson asked that we come up with written responsibilities of BOG members so everyone can be on the same page when asking nominees if they are interested in serving on the board.

Meeting adjourned at 5:55 p.m.

Future Meetings

August 25, 2016, 4:00 p.m.

October 14, 2016 (after the Advisory Committee Breakfast)

January 26, 2017, 4:00 p.m.

April 13, 2017, 5:30 p.m.