

MINUTES: May 17, 2022

MEETING: NORTH FLORIDA COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Ricky Lyons, Chair
Mr. John Grosskopf
Mr. Billy Washington
Mr. Travis Coker
Mrs. Sandra Haas
Mr. David Howell
Mr. Al Williams
Mr. Mike Williams
Mr. Gary Wright

STAFF PRESENT: Larry Akers
Ashley Bell
Tyler Coody
Allison Finley
Dani Mays
Judy Lundell
Jennifer Page
Lori Pleasant
Micah Rodgers
Katherine Spence
Kristin Summers
Tammy Horne, Audio/Visual Technician
Michelle Wheeler, Recording secretary

Mr. Mark Logan, Board Attorney

The meeting was called to order at 6:04 p.m. by Chair Ricky Lyons.

MOTION: (M. Williams/Washington) That the District Board of Trustees adopts the agenda presented. The motion carried by general consent.

MOTION: (M. Williams/Wright) That the District Board of Trustees adopts the minutes for the April 19, 2022, regular meeting as presented. The motion carried unanimously.

PUBLIC INPUT

President Grosskopf shared the receipt of a letter from Mrs. Sharon Benoit resigning her from her seat on our District Board of Trustees. The Governor's office will be notified of this change. Mr. Lyons would like to schedule a time to recognize her for her years of service.

EMPLOYEE SERVICES

Tyler Coody presented the following:

MOTION: (Haas/A. Williams) That the District Board of Trustees approves the attached annual continuing faculty contracts. The motion carried unanimously.

MOTION: (Washington/M. Williams) That the District Board of Trustees approves the attached personnel recommendations:

- Cynthia Dunkle, Director of Perry Center
*Note: Cynthia is married to David Dunkle, Associate Dean of Career and Workforce Education, but their positions are in separate departments that fall under different supervision.
- Allison Finley, changing from Coordinator of Recruitment to Director of College Advancement
- Traci McClung, new hire for Director of Resource Development. Will replace Judy Lundell when she retires.

The motion carried unanimously.

MOTION: (Coker/Haas) That the District Board of Trustees approves the following contract with RTS Solutions for virtual CIO (Chief Information Officer) service. This is a company we have worked with previously on our Banner system, and this will help us to temporarily replace the CIO role until we can hire a permanent replacement. The CIO is the person who writes and establishes policies for network access controls and cyber security. We will still have employees on site to help with tech support and setting up computers, etc. This contract is for the supervision of that department. Dean Rodgers and the President shared that one of the main goals of this contract is to procure outside expertise to examine our system and see what has been going on and remedy any vulnerabilities. There was also a discussion of shared liability in the event of a cyber attack. The motion carried unanimously.

MOTION: (Howell/Coker) That the District Board of Trustees approves the Salary Schedule for the 2022-2023 Fiscal Year as presented. This salary schedule includes all of the changes discussed in the budget workshop, including the \$2/hour increase for all employees and an addition of a paygrade E9 in our professional category. The motion carried unanimously.

ADMINISTRATIVE AND BUSINESS SERVICES

Dean Micah Rodgers presented the following items:

MOTION: (Washington/A. Williams) That the District Board of Trustees approves the Warrant List for April 30, 2022, as presented. The motion carried unanimously.

The Statement of Account was presented as an informational item as was the Current Funds Unrestricted Revenue and Expenditure Report. The Florida Prime account is earning 0.45% interest.

MOTION: (Wright/M. Williams) That the District Board of Trustees approves the Annual Operating Budget for fiscal year 2022-2023. This will come back to the board in June on the official form for final approval. The motion carried unanimously.

DEVELOPMENT AND EXTERNAL AFFAIRS

Director Lundell presented a report on the following:

- Retiring next month, will introduce Traci McClung at the next meeting
- New foundation board member, Cheryl McCall
- Still looking for a Suwannee County Representative
- New Chairman, Howell Thomas
- Sarasota Foundation usually gives \$40,000, increased to \$100,000 for this year that can be used for living expenses, fuel, childcare, food, etc. This is a very important scholarship because of the flexibility.
- Summer Term Scholarships
- Nurse Testing
- Last Mile Scholarship
- Scholarship review committee
- Non-Pell eligible programs
- CDL Students and program deadlines
- Randy Rutherford Scholarship revision

PRESIDENT'S HIGHLIGHTS

President Grosskopf asked Michelle Wheeler to present the evaluation forms. She reviewed the comments that were made by the trustees and staff and asked if the board would like to proceed with the same evaluation for the President and the most recent form for the institution, discontinuing the forms as noted in the attachment. The President explained that the summer workshop will contain the information necessary for the Board to evaluate the institution in July. The Board agreed by general consent.

President Grosskopf provided updates on the following:

Legislative Issues

- Constitutional Carry HB103 and the main points of the bill

- Contract for armed security is ready to initiate
- Another special session will occur to pass this in the next few weeks
- The burden on us is how to train our employees on how to thrive in this environment.
- Memo from DOE on presidential candidate selection and public records requirements
- Work continues by the college presidents on recreating a funding formula.

Activities and Upcoming Events:

- May 19: Polk State with Micah Rodgers working on funding formula
- May 25: Chancellor's Monthly Data Meeting
- May 25: Webinar on Strengthening Rural Community Colleges
- June 13-17: SACSCOC Board Meeting, also serving as committee chair leading a team for reviewing colleges

ATTORNEY TIME

Mr. Mark Logan shared the following:

- No active litigation
- Continuing day-to-day discussions and contract review with staff
- Hospital parking update
 - Received letter indicating desire to purchase the parking lot property
 - Responded on May 3, 2022, that we want to focus on the agreement
 - Have not heard back
- Informational Item: Liability policy summary for Cyber Policy effective March 1, 2022

GOOD OF THE ORDER

There was a brief discussion on constitutional carry and concern for classes that could be excessively disrupted by students carrying guns. Mr. Washington speculated that we might not see a dramatic influx of guns because some will choose to carry guns, and some won't.

Mr. Washington asked if the step and \$2/hour increase will make us competitive with fair compensation. The President explained that this is not a permanent fix and might need to be re-assessed at a more granular level later on. The reason this strategy was chosen is because a step increase benefits those more on the higher end, and a dollar amount per hour increase benefits the lower end more than the higher end, percentage-wise. This is an attempt to take care of our employees using two methods of consideration and respecting distances that have been created in salaries based on years of service. This does not fix the problem long-term, but this solution will buy some time and is safely sustainable for the next 24 months.

There was a discussion regarding the parking agreement with the Hospital. The prior instructions were that the Board approved the agreement and wanted the Hospital to sign it. Mrs. Haas stated that if they are not willing to sign the agreement that protects us from liability until we can decide what is to be done with the property, then we are not interested in doing anything with them. Mr. Williams opined that they need to sign the agreement before we consider anything else like selling, a price, appraised value, etc. The board agrees that there needs to be a response or some resolution by June 8, 2022, so that their response can be included in the packet for the next meeting on June 21, 2022. If there is no response, the property needs to be closed off.

Chair Lyons announced that the next meeting will be held on Tuesday, June 21, 2022, at 5:30p.m. He then asked Mr. Mike Williams to pray before dinner and the meeting was adjourned at 6:54 p.m.

Respectfully submitted,



John Grosskopf
President



Ricky Lyons
Chair

/mmw