

MINUTES: June 21, 2022

MEETING: NORTH FLORIDA COLLEGE
MADISON, FLORIDA

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

TRUSTEES ABSENT: Mr. Al Williams

STAFF PRESENT: Larry Akers
Tyler Coody
Dr. Jamie Holland
Dani Mays
Traci McClung
Judy Lundell
Jennifer Page
Lori Pleasant
Micah Rodgers
Michelle Wheeler, Recording secretary

Mr. Rob Sniffen, Board Attorney

The meeting was called to order at 5:30 p.m. by Chair Ricky Lyons who announced that the President was not able to join the meeting due to illness. Jennifer Page will assist in his place. He then asked Mr. Howell to open the meeting with prayer followed by the pledge of allegiance.

MOTION: (Washington/Coker) That the District Board of Trustees adopts the revised agenda as presented. The revision was to include a Dual Enrollment Articulation Agreement. The motion carried by general consent.

MOTION: (Wright/Haas) That the District Board of Trustees adopts the minutes for the May 17, 2022, budget workshop and regular meeting as presented. The motion carried unanimously.

PUBLIC INPUT

Ms. Page stated there have been no requests for public input.

ACADEMIC AFFAIRS

Ms. Page presented the following for approval:

MOTION: (Haas/Washington) That the District Board of Trustees approves the course fee for new course offering MUS 1360 (Intro to Music Technology) beginning with the Fall 2022 semester. Pending no objections from currently enrolled NFC students, this will allow NFC to apply the course fee of \$6.98 (green sheet submitted has incorrect amount of \$6.28, attached documentation shows correct amount of \$6.98) for MUS 1360 (Intro to Music Technology). This fee covers the student software subscription and license through MusicFirst. The charge of this fee eliminates a textbook cost and keeps the course in the "low cost" category for textbook/materials affordability at NFC. The cost of the course materials/software through MusicFirst will be assessed as a course fee rather than a bookstore purchase: the College is billed by MusicFirst for an annual 50 seat minimum purchase. Seats/subscriptions not filled will be covered by funds budgeted by Academic Affairs to pilot this new course. The motion carried unanimously.

MOTION: (Coker/Haas) That the District Board of Trustees approves the attached 2022 Annual Review of Student Fees. Pending no objections from currently enrolled NFC students, this recommendation asks the Board to approve the adjusted and new student fees for the 2022-23 academic year. Supplemental support/justification for fees are reviewed and approved by the Dean of Academic Affairs and are filed in the Office of Academic Affairs. The motion carried unanimously.

MOTION: (Coker/Washington) That the District Board of Trustees approves the following dual enrollment articulation agreement with Next Generation Christian Academy in Perry, Florida. This recommendation will allow students at this school to enroll in courses at NFC. This is a PreK-12th grade private school located at 1012 S. Washington St. in Perry, FL. The principal is Joshua Remington and the School Board Chair is James L. Erby. Ms. Page noted that the school has about 42 students and 2-3 students wish to dual enroll. There was a brief discussion on how the college is reimbursed for tuition. The motion carried unanimously.

CAREER AND WORKFORCE EDUCATION

Dr. Holland presented the following for approval:

MOTION: (Haas/M. Williams) That the District Board of Trustees approves the following agreement with Lake Park of Madison Nursing and Rehabilitation – Renewal. This recommendation will ensure that the Allied Health Department of North Florida College will have adequate clinical locations to provide clinical experience to students as required. The motion carried unanimously.

EMPLOYEE SERVICES

Tyler Coody presented the following:

MOTION: (Coker/Wright) That the District Board of Trustees approves the attached items IX-A and IX-B. Item IX-A contains Administrative and Professional contracts, to expire on January 21, 2023, and Item IX-B contains personnel recommendations. Item IX-A recommendations permit the routine award of contracts to individuals and facilitates the growth, development, and improvement of NFC. Item IX-B fills vacant positions and completes the hiring process. The motion carried unanimously.

MOTION: (Haas/Washington) That the District Board of Trustees approves the attached contract with Prismatic Evaluation Services for evaluating services for the Resiliency Grant. This recommendation will allow the vendor to evaluate and assist with reporting on the Resiliency Grant. The motion carried unanimously

ADMINISTRATIVE AND BUSINESS SERVICES

Dean Micah Rodgers presented the following items:

MOTION: (Howell/Coker) That the District Board of Trustees approves the Warrant List for May 31, 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 0.85% interest.

MOTION: (Washington/M. Williams) That the District Board of Trustees approves the Annual Operating Budget for fiscal year 2022-2023, presented on the Florida Department of Education Form. This budget is consistent with what was approved in May, but on the DOE form. Dean Rodgers also drew attention to the budgeted support for the Foundation. The motion carried unanimously.

MOTION: (Haas/Washington) That the District Board of Trustees approves the 2022-2023 Annual Capital Outlay Budget. After a brief overview by Dean Rodgers and an explanation of the types of repairs that can be done with the deferred maintenance allocation, the motion carried unanimously.

MOTION: (Washington/Haas) That the District Board of Trustees approves the Capital Improvement Plan/Legislative Budget Request for Facilities for the 2023 Legislative Session. This action requests funding for the project listed below:

Multi-purpose Workforce Education Center – Cost \$3,298,834.90*

*This project was approved for construction with local funds via back-of-the-bill request. Included here, as well, per discussion with Florida Department of Education personnel.

Mr. Washington inquired about the charter school research, and Dean Rodgers explained that we will have more information after we hire a consultant to help us determine next steps and possible locations. Mr. Lyons requested that more information on this possibility be shared during the summer workshop.

The motion carried unanimously.

DEVELOPMENT AND EXTERNAL AFFAIRS

Director Lundell presented a report on the following:

- Naming Policy
- Self-sustaining
- Targeted initiative evaluations
- Reasons for TSIC discontinuation
- Budget
- Balance Sheet
- Introduction of Traci McClung, new Director of Resource Development

Traci McClung shared some information about herself and her excitement for this new role at NFC and then presented the following item for approval:

MOTION: (Haas/Coker) That the District Board of Trustees approves the recertification of North Florida College Foundation, Inc. as the Direct Service Organization (DSO) authorized to be the fundraising arm of the College and the use of the College Building 36 which is approximately 954 square feet for Fiscal Year 2022-2023. The motion carried unanimously.

Director McClung then reported on the following:

- Summer Term Scholarships
- Last Mile Scholarships
- CDL Scholarships – highest number ever with 13
- Sarasota County funds

PRESIDENT'S HIGHLIGHTS

Ms. Page stated that the President would provide a report during the summer workshop.

ATTORNEY TIME

Mr. Rob Sniffen shared the following:

- No active litigation
- Continuing day-to-day discussions and contract review with staff
- Hospital parking update
 - We asked for \$3,100 in the one-year lease to cover the cost of the repairs for the damage they have caused to the property. The Hospital CEO, Tammy Stevens, is asking how much the lease will be in subsequent years. Attorney Sniffen feels that it is premature to quote a rate for next year and that it would not be wise to make a commitment for multiple years without knowing what it will cost for ongoing maintenance. He suggested that we stick to the agreement at hand and re-evaluate the dollar amount if we decide to renew the lease in a year. The Board accepted this counsel and instructed the attorney to proceed with the execution of the approved agreement.

GOOD OF THE ORDER

Chair Lyons asked Michelle Wheeler for an update on the summer workshop, and she shared that the best date for the Board, Staff, and the Attorney was Thursday, July 21, 2022. She asked if there was a preference for a start time, and the group agreed on 9am. The Summer workshop will be held on that date in the Board Room. It typically lasts until about 2pm with a break for lunch.

Mr. Wright has a question about the NFC semi-truck he saw in Monticello and Dean Page explained that this is part of a campaign started by David Dunkle to build awareness of the program in our district.

Michelle Wheeler also reminded the Board to send in their Financial Disclosure Form 1 to the Supervisor of Elections office by July 1, 2022, to avoid penalties.

Chair Lyons then asked Mr. Mike Williams to pray before dinner and the meeting was adjourned at 6:22 p.m.

Respectfully submitted,


John Grosskopf
President


Ricky Lyons
Chair