

MINUTES: February 17, 2015

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

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

ABSENT: Mrs. Sharon Benoit
Mr. Brantly Helvenston

STAFF PRESENT: Ms. Cissy Adleburg
Mr. David Dunkle
Dr. Sharon Erle
Ms. Cindy Gaylard, Recording Secretary
Mr. Scott Hubert, Audio Visual Technician
Mr. Bill Hunter
Dr. Cheryl James
Mr. Skip James
Ms. Amelia Mulkey
Ms. Kim Scarboro
Mr. Cameron Smith
Ms. Susan Taylor
Ms. Mary Anne Wheeler
Mr. Philip Wilkerson

Mr. Bruce Leinback, Board Attorney

The meeting was called to order by Mr. Williams, who led the group in the pledge of allegiance to the flag following the opening prayer by Mr. Wright.

MOTION: (Mr. Washington/Mr. Lyons) That the District Board of Trustees approves to adopt the agenda as presented. The motion carried unanimously.

MOTION: (Mr. Wright/Mr. Washington) That the District Board of Trustees approves the minutes of the January 20, 2015 regular Board meeting as presented. The motion carried unanimously.

Chairman Williams introduced and welcomed Mrs. Sandra Haas as a newly appointed Trustee for Suwannee County.

MOTION: (Mr. Lyons/Mr. Washington) That the District Board of Trustees approves the agreements between North Florida Community College and the following clinical facilities:

- Suwannee Health and Rehab

Dr. Erle advised that this will ensure that the Nursing and Allied Health Department of NFCC will have adequate clinical locations to provide clinical experience for the Nursing and Allied Health programs. After an overview by Dr. Erle, the motion carried unanimously.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves the agreement between North Florida Community College and the following facility:

- The Florida Department of Health in Hamilton County

Mr. Dunkle advised that this will provide apprenticeship opportunities for students participating in the Health Information Technology workforce development program. After an overview by Mr. Dunkle, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Howell) That the District Board of Trustees approves the Career Pathways Articulation agreements with the following county school boards:

- Lafayette
- Madison
- Taylor

Mr. Dunkle advised that this will provide a method of granting postsecondary course credit for learning and skills accomplished as part of secondary school instruction. After an overview by Mr. Dunkle, the motion carried unanimously.

Mr. Dunkle presented an update on the Automation and Production Technology program and passed around some items that were created by students using the 3D Design Software (Solidworks). He said it is amazing to realize the math and engineering skills they are learning to use in the program through real life application. He invited Trustees to stop by the classroom and see the students in action.

Director of Advising Philip Wilkerson distributed flyers regarding the upcoming Super Saturday event and introduced NFCC Recruiter Cameron Smith. He said Mr. Smith has a service minded approach to recruiting students and goes into the schools and does career assessments for the students and tells them how NFCC can help them plan for their future.

Mr. Smith gave some information about himself and presented a slide show in which he presented an overview of the following areas:

- Background
- Recruiting Philosophy
- NFCC Recruiting Message
- Where We Recruit
- What We Offer

MOTION: (Mrs. Haas/Mr. Lyons) That the District Board of Trustees approves the 2015-2016 academic calendar for submission to the State for approval. After an overview by Ms. Wheeler, the motion carried unanimously.

President Grosskopf advised that this will be the last academic calendar that Ms. Wheeler will bring to the Board, as she is retiring soon. He commented on what a great asset Ms. Wheeler is for the students and for all at NFCC and how much she is going to be missed.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves the following personnel recommendations:

- Hiring of Denise Callaway as Coordinator of Early Childhood Program (Grant Funded)
- Hiring of Francis Kinney as Coordinator of Infrastructure and Support

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mr. Lyons/Mr. Washington) That the District Board of Trustees approves changes to the Policy Manual for the following policy:

- 4.16 Criminal Background Checks and Fingerprinting (Changes to Current Policy)

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves to advertise the addition to the Policy Manual with the correction discussed at the meeting for the following policy:

- 4.54 Employee/Student Policy on Pandemics (New Policy)

After an overview by Mr. Hunter and discussion by the Board, the motion carried unanimously.

MOTION: (Mr. Lyons/Mr. Wright) That the District Board of Trustees approves the warrant list for January 2015. The motion carried unanimously.

The Revenue and Expenditure Report for January 2015 was presented as an item of information, as was the Statement of Account for January 2015, and Ms. Mulkey gave an overview.

The Year-to-Date Financial Report was presented as an item of information, and Ms. Mulkey gave an overview.

MOTION: (Mr. Lyons/Mr. Howell) That the District Board of Trustees approves the ranking as listed for Construction Management Services:

1. Allstate Construction, Inc.
2. OliverSperry Renovation
3. Childers Construction Company
4. Culpepper Construction Company

Ms. Mulkey advised that each of the four companies responded to a Request for Qualifications and then made presentations to a selection committee. She stated that with the Board's approval of the ranking, the selection committee can begin negotiating a continuing contract, which will be reviewed by the College Attorney and presented to the Board at the March 2015 meeting. After an overview by Ms. Mulkey and discussion by the Board, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the lease agreement between North Florida Community College and R.J. Young Company, Incorporated for copy equipment and service. Ms. Mulkey advised that the lease will be for a five-year period at a monthly cost of \$2,175.00. After an overview by Ms. Mulkey, the motion carried unanimously.

Dr. Cheryl James presented copies of information regarding current activities for each of the areas in her department (Development and External Affairs). She additionally mentioned the following:

- We have three new Foundation Board members as follows:
 - Marion McCray – Lafayette County
 - Chan Perry – Lafayette County
 - Mark Wiggins – Taylor County
- The Foundation Board meeting was held on Friday, February 13, and Mr. Sheil came and presented us with a \$10,000.00 check for the Carter Foundation. He also wants to turn over the whole Carter Foundation to us, and we are in the process of investigating the assets and what that will mean to the NFCC Foundation.
- A donation of \$20,416.33 was given to the NFCC Foundation from the Randy Rutherford Foundation.
- She distributed copies of information that she is taking to the communities in our district where she is sharing some of NFCC's recent accomplishments.
- She presented information about NFCC Foundation's spring fundraising campaign entitled, "The Heart of the Willing" in which we are telling about the good things NFCC is doing and how others in our communities can help. She said the campaign is being rolled out in each of our counties, and she distributed copies of the form that lists

sponsorship levels and donation and payment information. She said each county will have its own individual fundraisers, and Trustees will have the opportunity to participate in their respective counties.

MOTION: (Mr. Lyons/Mr. Wright) That the District Board of Trustees approves the request to seek the following grant funding to help support performances of the 2015-2016 NFCC Artist Series season:

GRANT APPLICATIONS

- a. **South Arts Regional Touring** grants support performing arts presenting organizations for engagements by guest artists (theatre, music, opera, musical theatre and dance) from outside of the presenter's state. The project must include publicly accessible performances and educational activities that provide opportunities for people to participate in the arts.

Deadline: March 2, 2015

- b. **Division of Cultural Affairs State Touring Program:** The purpose of the State Touring Program is to bring live performances by the finest of Florida's performing and visual artists to every corner of the state.

Deadline: May 1, 2015

- c. **National Endowment for the Arts**

ART WORKS: Theater & Musical Theater

The National Endowment for the Arts offers grants to the nonprofit theater and musical theater fields for the production or presentation of traditional or classical repertoire, new plays and musicals, development laboratories, showcases, artist residencies, work for young audiences, experimental work, community-based work, outdoor historical dramas, and puppetry.

Art Works application will be accepted under two deadlines:

February 19, 2015, and July 23, 2015

After an overview by Ms. Scarboro, the motion carried unanimously.

PRESIDENT'S HIGHLIGHTS

- The Governor's budget and the Department of Education's budget are out, and they both put all new dollars into performance funding. There is some money for compression as part of the performance, and the Council of Presidents (COP) is in agreement about that, but the discussions are ongoing as to the specific metrics and data used. In most scenarios, NFCC does very well to well, so we do not have concerns about that. The concerns are about managing the College, as in the future we might very well see a model where we are forced to make decisions based on a performance methodology that may not be sensitive to local needs.
- In terms of policy issues, the one big issue is regarding the concealed weapons on campus. COP has agreed to take a position opposing that bill, as there are a lot of issues we are concerned about if that bill goes forward.

- The Governor's bill has some policy issues that are mixed. The Governor has a great idea with textbook affordability that would exempt textbook purchases from sales tax. However, there are some complications with the way the bill is written in how that would be executed in the actual market place.
- There is an issue on the Governor's bill having to do with tuition that will directly concern trustees because it would allow college boards to go beneath base tuition, which could possibly create some problems for some of the colleges.
- There are some policy issues related to retirement that would change the way those who go into DROP could re-enter the system. There is also some discussion regarding possible changes in the retirement plan where all new hires in the Florida College System would only have the investment plan to choose from.

ATTORNEY TIME

Attorney Leinback distributed to the Trustees copies of the evaluation summaries of both the President and the Institution. He advised that this is the compilation of the Trustees' individual evaluations.

MOTION: (Mr. Washington/Mr. Lyons) That the District Board of Trustees approves to adopt the collective evaluation documents of the President and the Institution as the Trustees' official evaluations of the President and the Institution. After an overview by Attorney Leinback, the motion carried unanimously.

A copy of the Office of Institutional Effectiveness, Research, & Accreditation (OIERA) newsletter for the month of January 2015 was included as an item of information.

GOOD OF THE ORDER

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees falls during the week of Spring Break, so the meeting will need to be changed. After discussion, Trustees agreed that the next meeting will be held on March 24, 2015, at 5:30 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 6:35 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg