

MINUTES: October 18, 2016

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

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

ABSENT: Mrs. Sharon Benoit

STAFF PRESENT: Ms. Cissy Adleburg
Mr. Andy Barnes
Mr. David Dunkle
Ms. Cindy Gaylard, Recording Secretary
Ms. Kay Hogan
Mr. Bill Hunter
Dr. Cheryl James
Mr. Skip James
Ms. Tisha Phillips, Audio Visual Technician
Ms. Susan Taylor

Mr. Bruce Leinback, Board Attorney

MOTION: (Mr. Washington/Mr. Lyons) That the District Board of Trustees accepts the terms of the Resolution of the District Board of Trustees of North Florida Community College invoking the provisions of the Florida Governmental Conflict Resolution Act as presented and discussed in the Executive Session and outlined by Attorney Leinback as follows: This is a counter proposal to the City's counter whereby the City would take over operation, maintenance, repair, and replacement of the lift station system on the NFCC campus; there would be no surcharge for that by the City; the City would pay for the City's share of the College's cost for dealing with the failure of the lift station system; and the construction cost of the new lift station system would be capped at \$50,000.00; the City would pay a \$5,000.00 down payment; the remaining \$45,000.00 would be paid over three years through an in-kind reduction of NFCC's utility payments to the City; the City would pay the cost of the survey; and this is the final counter offer. The motion carried unanimously.

Chairman Williams announced that the Special Meeting was adjourned, and he called to order the regular meeting of the District Board of Trustees.

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

MOTION: (Mr. Howell/Mr. Al Williams) That the District Board of Trustees approves the minutes as presented of each of the following Board meetings: September 20, 2016 Special Meeting; and September 20, 2016 regular Board meeting. The motion carried unanimously.

Ms. Adleburg presented the following information and gave an overview of each:

- NFCC's annual report to the Florida College System regarding textbook and instructional materials affordability in accordance with 2016 Florida Statutes 1004.085 and compliance with the Textbook Affordability Act
- Timeline for BSN approval by SACSCOC
- Susan Taylor has accepted a position in Tallahassee, and all were invited to attend a party in her honor on October 27. Ms. Adleburg discussed some of the highlights of Ms. Taylor's career at NFCC and what a great asset she has been to NFCC.

MOTION: (Mr. Wright/Mrs. Haas) That the District Board of Trustees approves to formulate a resolution for Ms. Taylor to take with her expressing the Board's appreciation to her for what she has done for North Florida Community College. The motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Al Williams) That the District Board of Trustees approves the agreements for student field experience between North Florida Community College and each of the following as presented at the meeting:

- Suwannee County Economic Development Authority
- Madison Osteopathic Medicine

Mr. Dunkle advised that this will provide internship experiences for students in the AS in Business Administration, AS in Accounting Technology, and Medical Administrative Specialist programs. After an overview by Mr. Dunkle, the motion carried unanimously.

Mr. Dunkle reported that the Manufacturing Day/Career Expo was a huge success with over 400 high school students in attendance. He gave an overview of the event and said he has thus far received over 200 surveys back with very positive responses and over 100 requests for applications.

MOTION: (Mr. Wright/Mr. Lyons) That the District Board of Trustees approves the Training Center Agreement with the American Heart Association. Ms. Hogan advised that this will allow NFCC to continue to teach CPR courses under the auspices of the American Heart Association and will continue our status as a Community Training Center. After an overview by Ms. Hogan, the motion carried unanimously.

Ms. Hogan thanked Mr. Washington for his attendance at Sentinel Fest.

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

- Hiring of Dr. Jorge Monreal as Director of Engineering and Manufacturing Technology
- Resignation of Heather Barton, RN, Nursing Instructor

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

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the warrant list for September 2016 as presented. The motion carried unanimously.

The Revenue and Expenditure Report for September 2016 was presented as an item of information, as was the Statement of Account.

The Fiscal Operations Report was presented as an item of information. Mr. Barnes advised that the report provides information to the US Department of Education regarding disbursements of Pell Grant, Supplemental Education Opportunity Grant, and Federal Work-study funds to students enrolled at NFCC.

Dr. James presented the report of the Office of Development and External Affairs and discussed the following:

- The Foundation had a perfect audit.
- The Flag Dedication Ceremony on October 6, 2016, at the Public Safety Academy was a very impressive ceremony.
- 130 students received scholarships this fall term totaling \$108,774.00 compared to 89 students receiving scholarships last fall term totaling \$95,000.00.
- The Suwannee River Junior College Reunion on October 15, 2016, was very successful with great attendance, and she expressed thanks and appreciation to Mr. Howell and his wife for attending. (Mr. Howell commented that they enjoyed the event, and he expressed thanks to all of those who helped with the event.)
- September 27 – Began 2016-2017 NFCC Artist Series Season
- Major Projects

President Grosskopf discussed the NFCC Name Change/Rebranding Process & Timeline and reviewed the sample timeline and plan of action and stated that the process and timeline can evolve and change to most effectively meet the needs of the College.

PRESIDENT'S HIGHLIGHTS

- President Grosskopf reviewed a memorandum he prepared to the Trustees regarding Mr. Brian Annett's request to lease NFCC ball fields. He advised that after careful review of Mr. Annett's request, the staff has proposed a list of concerns for the Board's consideration, and he reviewed each of the following:

- Visitor conduct on campus during events. NFCC does not have depth of security coverage to monitor the activities of guests and/or unmonitored children away from the ball field site.
- Concerns about alcohol/drug use and other crime events on campus. Any occurrences would need to be reported and published as required by Clery Act.
- Trash and vandalism to campus facilities.
- Issues with parking limitations. Current proposal is limited only to ball fields and does not consider needed support.
- Bathroom access.
- Liability related to vending activities on NFCC campus.
- Possible conflict with NFCC mission and recruitment and retention efforts.
- Concerns about restricting development and usage of NFCC property for 4-year increments.

After discussion, the consensus was to generate a letter to Mr. Annett stating the concerns of NFCC Management and the Board and inviting him to come and discuss those concerns with the Board.

- President Grosskopf advised that the College still has items of value in the Mansion and that there are some potential issues with the remaining items, and he asked the Board to authorize him and Attorney Leinback to dispose of that property in a way that is determined to be in the best interest of the College.

MOTION: (Mr. Wright/Mr. Washington) That the District Board of Trustees approves to authorize President Grosskopf and Attorney Leinback to explore the possibilities and dispose of the remaining items of value in the Mansion in a way that is in the best interest of the College. The motion carried unanimously.

- He and Mr. Barnes will be meeting in Tallahassee with Senator Montford on October 20 to discuss expansion and renovation of the Technical Center.

ATTORNEY TIME

Attorney Leinback requested that the Board adopts the Resolution of the District Board of Trustees of North Florida Community College invoking the provisions of the Florida Governmental Conflict Resolution Act as presented.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves to adopt the Resolution of the District Board of Trustees of North Florida Community College invoking the provisions of the Florida Governmental Conflict Resolution Act as presented pending the “yes” or “no” answer from the City Commission on NFCC’s final counter offer. The motion carried unanimously.

Ms. Taylor mentioned the following:

- She addressed the SACSCOC application for BSN approval and advised that they will also be looking at approving NFCC’s ability to go to a Level II institution, which means NFCC

- would be granted the authority to offer baccalaureate degrees. She said that in addition to SACSCOC coming in and looking at the nursing program, they will also be looking at our resources and how we've upgraded to serve students at the Junior/Senior Level.
- She expressed thanks and appreciation to President Grosskopf, the Management Team, the Board, and everyone at the College for their support and said it is because of the support and recognition of employees' expertise and the empowerment given that we are able to expand our level of expertise. She said she is honored to have worked at NFCC and to have been given everything she needed to be able to excel. She said NFCC not only supports what our students are doing, but it also supports what our employees are doing, and she said that is a phenomenal legacy of this College.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on November 15, 2016, at 5:30 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg