

MINUTES: March 19, 2019

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. Billy Washington
Mr. Al Williams
Mr. Gary Wright

TRUSTEES ABSENT: Mr. Ricky Lyons
Mrs. Sharon Benoit

STAFF PRESENT: Mr. Larry Akers
Mr. Andy Barnes
Ms. Denise Bell
Mr. Rick Davis
Ms. Cindy Gaylard, Recording Secretary
Ms. Kay Hogan
Mr. Bill Hunter
Ms. Jennifer Page
Mr. Nick Torres, Audio Visual Technician
Ms. Michelle Wheeler, Recording Secretary

Mr. Rob Sniffen, Board Attorney

VISITORS PRESENT: Ms. Diana Carrier
Ms. Chelsea Croft
Mr. Jose Alejandro Gomez
Ms. Rebecca Grosskopf
Mr. Colt Seaman
Mr. John Williams

The Board meeting was called to order at 5:30 p.m. by Chairman Williams, who led the group in the pledge of allegiance to the flag followed by the opening prayer by Mr. Gary Wright.

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

MOTION: (Mr. Wright/Mrs. Haas) That the District Board of Trustees approves the minutes as presented of the February 19, 2019 regular Board meeting. The motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Al Williams) That the District Board of Trustees approves for renewal of the Allied Health agreements between North Florida Community College and each of the following agencies:

- Brynwood Health and Rehab – Renewal
- Lake City Medical Center – Renewal

Mr. Davis advised that this will ensure that the Allied Health Department of North Florida Community College has adequate clinical locations to provide the required clinical experience to students. The motion carried unanimously.

MOTION: (Mr. Al Williams/Mrs. Haas) That the District Board of Trustees approves the attached Logistics and Transportation Program Agreement for Student Field Experience. This provides the students in the CDL program field experience in the Timber, Logistics, and Transportation Industry. The motion carried unanimously.

Mrs. Denise Bell allowed the following Students from SGA to introduce themselves: Rebecca Grosskopf from Madison, FL (Senator at Large), Colt Seaman from Live Oak, FL (Treasurer), Jose Alejandro Gomez from Live Oak, FL (Vice President of Promotions), John Williams from Suwannee County, FL (Senator for Civic and Governmental Engagement), Chelsea Croft from Live Oak, FL (Vice President of Campus Relations and Activities), Diana Carrier from Live Oak, FL (President). Ms. Carrier and Ms. Croft gave an overview of their Leadership Conference which was sponsored by the Board. The students went into detail about what they learned, ideas they would like to implement at NFCC, and expressed their gratitude to the Board for this opportunity.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the 2019-2020 academic calendar for North Florida Community College be approved. President Grosskopf interjected that this calendar would be submitted to the State and become the official calendar. The motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Howell) That the District Board of Trustees approves the personnel recommendations of hiring Ron Rice as an Instructional Coordinator or Criminal Justice (Professional Staff – 12 month) and Malcolm Pollock as the Coordinator of Recruitment (Professional Staff - 12 month). The motion carried unanimously.

MOTION: (Mr. Washington/Mr. Wright) That the District Board of Trustees approves a two (2) year extension of the contract with Compass Group (Canteen Vending Services) to expire on June 30, 2021. Canteen Vending Services currently provides and maintains all of the vending machines on campus. The college receives 12% commission on all sales. This agreement will provide vending services to both students and staff for both day and night classes. Mr. Mike Williams asked if the students and staff have been surveyed for satisfaction levels with this vendor. Mr. Hunter remarked that the service has greatly improved with this company and has been found to be satisfactory. The motion carried unanimously.

MOTION: (Mr. Howell/Mr. Al Williams) That the District Board of Trustees approves the warrant list for February 2019 as presented. The motion carried unanimously.

The Revenue and Expenditure Report for February 2019 was presented as an item of information, as was the Statement of Account, and Mr. Barnes gave an overview.

Ms. Lisa Flournoy presented the report for the office of Development and External Affairs. Andy Barnes provided an overview of the Foundation's financial statements. Mr. Barnes explained the restricted v. unrestricted funds and reported that there were no audit criticisms or findings other than the staff being small with the possibility for control issues. The Board was given a Foundation Five Year History overview by Mr. Barnes who explained the need for a strategic plan to bring the Foundation into a self-sustaining mode of operation by the year 2022. The chart shows a large gap in between Foundation Fund Raising and its cost to the College. President Grosskopf stressed the need to recertify and give authority to the Foundation to fundraise on behalf of the Board of Trustees in order to close this gap. Mr. Wright inquired regarding the variation in fundraising totals over the years and President Grosskopf explained that the middle and bottom lines will have to be generated by the Foundation without institutional funds. He remarked that this is going to take more than bake sales and small scholarships to accomplish. He went on to request the help of the Board to connect the Foundation with people that have resources.

PRESIDENT'S HIGHLIGHTS

President Grosskopf introduced Ms. Jennifer Page, Dean of Academic Affairs, to discuss the following:

1. NFCC Degree and Certificate Inventories Deep Dive

- a. Ms. Page provided an overview of NFCC's program offerings

2. NFC Mascot Discussion with College Advancement

- a. President Grosskopf introduced the idea of transitioning away from the current anthropomorphic mascot to one that moves away from violent or militant connotation, to something that is not gendered and a symbol that would embody the idea of a Sentinel. Two placeholder examples of an Owl mascot were given to open a discussion and begin a thought process in this direction.
- b. Mr. Wright asked if the name was in fact changing and President Grosskopf answered that the name change will be official soon, as it has moved through both chambers without resistance. Mr. Wright remarked that this is the perfect time to change the mascot along with the name of the College. President Grosskopf asked that the Board think the idea of the owl over so that a decision can be made at the next board meeting in order for College Advancement to proceed with artwork for the name change campaign.
- c. Mr. Wright asked if there had been any student input, to which President Grosskopf replied that surveys were held approximately 2 years ago. Students, staff, and faculty were given the opportunity to offer feedback regarding the college name, mascot, and colors. The Board approved various factors at that time and the College has limited its explorations to within the boundaries approved by the Board.

- 3. College Issues:** Suwannee County Learning Station is developing smoothly. Mr. Barnes has been developing a positive lease agreement that is to be shared with the Board next month.

Ms. Page and Ms. Hogan are working to develop course and student services scheduling options on site.

4. **The Suwannee County Collegiate Academy Pilot** is almost complete. Ms. Page and Ms. Summers have been visiting Suwannee county regularly to work with the administrators there. This pilot project will have a student cohort that begins experiencing dual enrollment classes during the 2nd semester of 9th grade and if they move through the cohort model within our structure, they will earn an A.A. degree by the second semester of their senior year. The Superintendent has been very cooperative and the program is almost ready to launch.
5. **On Campus:** The Great College to Work for Survey has begun. NFCC has received the honor of being named a Great College to Work For 3 years running and is trying for a 4th.
6. **Leadership Changes:** There has been a personnel change in the office of Institutional Effectiveness and Institutional Research and the plan is to introduce a new director in the next month or so.
7. **The strategic planning process** is in its 3rd week with the 4th one to be completed in time for presentation during the summer retreat.
8. **The Small College Coalition concept** that has been in the works is finally materializing. The Board attorney has put President Grosskopf in touch with a lobbyist who has reached out to college presidents who are interested in working with NFCC on this issue. The initial response has been very positive. The current climate of the Council of Presidents and the ineffectiveness of the Legislature in recognizing small college needs cannot be ignored anymore, so this is moving forward in full effect. Nothing will be cemented by this session, but some informal activities will take place and a definite consortium model will be in place by next legislative session.
9. President Grosskopf discussed Ms. Cindy Gaylard's upcoming retirement and introduced Ms. Michelle Wheeler as his new Executive Assistant.
10. **Legislative Issues:** President Grosskopf cited House Bill 189 and Senate Bill 1342 as being significant obstacles for dual enrollment as they would expand the population to include home and private schools, thereby increasing the cost of the program without the possibility of reimbursement. If the Senate Bill is not stalled soon, the Board will be asked to petition Senators Montford and Stargel regarding the fiscal detriment it could cause.
11. **System Legislative Budget Request** is a \$222.2 Million increase and \$10.2 Million reward for industry certifications. President Grosskopf thinks it unlikely that the state would grant these large increases. This equates to a 25% increase to our funding whereas most state agencies get 2 or 3% . Which leads to the next funding concern:
12. **Compression Funding** is the most significant fiscal issue as President of the College. Mr. Grosskopf noted how special projects and recurring allocations to individual colleges have changed the percentage of needs met. This issue has been relatively ignored for 15 years or so. President Grosskopf noted that this is the year in which this issue needs to be addressed as his main lobbying issue. Looking at the second chart, the model that has been shopped is to fund all colleges that are below the system average up to the system average. President Grosskopf went on to explain how an additional 3.8% investment from the state would bring all of the colleges into equity. This is important because the financial requirement for institutions is a fixed amount that is not percentage based. The amount of money NFCC would receive by moving to the state average is an additional \$697,000 per year recurring base funding. That is more than what a 25% increase in tuition would bring. Worries regarding raising tuition to cover the College's financial requirements would evaporate if it

were funded at an equitable amount. This is an action item that will be sent out requesting each Trustee to argue on behalf of this increase.

13. President Grosskopf suggested that his Management Team will come up with a couple of possible topics for next month's Deep Dive to be sent out to the Board for review. If there are no objections to any of the topics, one will be selected for presentation.

ATTORNEY TIME

Attorney Sniffen provided updates regarding the Lift Station Litigation with the City of Madison and states that they are currently in breach of the settlement agreement. Mr. Sniffen recommends moving forward with a breach of contract lawsuit preparation so that it would be ready to serve upon expiration of the thirty (30) days notice set forth in the agreement.

MOTION: (Mr. Wright/Ms. Haas) That the District Board of Trustees authorizes Attorney Sniffen to contact Attorney Stokely of Nabors Giblin & Nickerson P.A. Firm to pursue the lawsuit upon the expiration of the 30 day notice. Mr. Sniffen added that he would say "upon the expiration and satisfaction" of the terms of the settlement agreement. He stated that affirmative assurance is needed from them that someone will be there on a set date and time to begin this process. The motion carried unanimously.

- Kids Incorporated – Attorney Sniffen stated that negotiations of the lease are ongoing. There is no apparent reason for why it has stalled, but he said they will continue to press forward. In the meantime, a letter has been sent to counsel for Kids Incorporated stating that, while negotiations are underway, they are not to enter into any agreement, or accept any grant monies that would create a federal lien encumbrance on the property. They are not to encumber the property at all without expressed permission.
- President's contract was reviewed and Mr. Sniffen stated that the terms remained unchanged with the following exceptions:
 - Paragraph 2, shows an automatic renewal date of April 1 thru March 31 rather than July 1 thru June 30.
 - Salary Amount has been updated in paragraph 7 from 2013.
 - Paragraph 14 shows an allocation for EDD included.
 - Addendums remain unchanged.

Mr. Washington noted that the prior motion by the Board was for tuition costs to be reimbursed on a class by class basis up to \$40,000 but this clause was not included in the contract as presented.

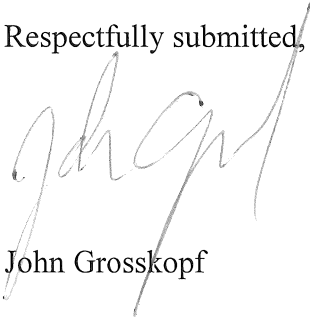
Mr. Sniffen apologized for the oversight and asked if, "on a class by class basis," was included before the phrase "incurred as a result of pursuing" in paragraph 14, the Board would approve that language, so he could make the revisions and forward it to the President and Board Chair for execution.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the President's contract with the verbiage additions to paragraph 14 so that it matches the terms agreed upon and recorded in the minutes for the February 19, 2019 Board meeting. The motion carried unanimously.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on April 16, 2019, at 5:30 p.m., in the North Florida Community College Board Room.

The meeting adjourned at 6:45 p.m.

Respectfully submitted,



John Grosskopf

President



Michael R. Williams

Chair

/mmw