

MINUTES: April 19, 2022

MEETING: NORTH FLORIDA COLLEGE
MADISON, FLORIDA

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

TRUSTEES ABSENT: Mr. Travis Coker
Mrs. Sandra Haas
Mrs. Sharon Benoit
Mr. Al Williams

STAFF PRESENT: Larry Akers
Denise Bell
Tyler Coody
Dani Mays
Jennifer Page
Lori Pleasant
Micah Rodgers
Connor Starling, Audio/Visual Technician
Kristin Summers
Michelle Wheeler, Recording secretary

The regular meeting was called to order at 5:30 p.m. by Chair Ricky Lyons, who asked Mr. Billy Washington to open the meeting with a prayer and lead the pledge of allegiance.

Graduation announcement requesting RSVPs for the 3pm and 6pm ceremonies. Reminder to submit proposed revisions to the evaluation forms by April 30th to the President's office.

MOTION: (Wright/Howell) That the District Board of Trustees adopts the agenda with the addition of SWFA to item X-D. The motion carried unanimously.

MOTION: (Washington/Howell) That the District Board of Trustees adopts the minutes for the March 15, 2022, regular meeting as presented. The motion carried unanimously.

PUBLIC INPUT

Chair Lyons asked for public input and the President stated that no requests were submitted.

ACADEMIC AFFAIRS

Dean Page shared updates from OAA:

- Department Chair meetings – next academic year will have more options to meet needs of students where they are. Surveys show that students prefer Hybrid learning. Surprised to learn that they do not prefer online only, still want a blend of online with some-face-to-face learning.
- Hy-Flex: Option to attend in person or online
- Good balance across all Gen-Ed areas to offer this format
- Using Polycom (video conferencing) technology for any student to view at their convenience – still synchronous where attendance will be tracked. Remote courses have option of being recorded to watch it again to reinforce.
- Piloted last year, instructors loved it
- Very popular across the board, birthed from COVID, adopted by many institutions since.
- Will require professional development to learn strategies for engaging students at a distance.
- Mr. Mike Williams expects that those strategies will help with traditional in-class engagement as well.

CAREER AND WORKFORCE EDUCATION

Dean Page presented the following items for approval:

MOTION: (M. Williams/Washington) That the District Board of Trustees approves the attached partnership agreement between Educational Services & Consulting, LLC and North Florida College. This recommendation will provide opportunity for Online Claims Adjuster as well as Registered Customer Service courses. NFC will receive 7% of all registration fees paid to Education Services and Consulting, LLC. This partnership is similar to the concept successfully used last year with Real Estate courses. This firm provides the instructors and curriculum, NFC is the conduit. The motion carried unanimously.

MOTION: (Howell/Wright) That the District Board of Trustees approves the attached agreements renewals between the following agencies and North Florida College:

Tallahassee Memorial Hospital 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.

STUDENT SERVICES

Lori Pleasant presented the following item for approval:

MOTION: (Wright/Washington) the District Board of Trustees approves the 2022-2023 academic calendar. The observation of Juneteenth is marked “under consideration” for Florida institutions. We are waiting on DOE and FCS to deliver their directive, if no limitations are presented by the federal government or by the Florida Legislature, it will be up to the colleges to make the decision. The motion carried unanimously.

EMPLOYEE SERVICES

Tyler Coody presented the following:

MOTION: (Howell/Washington) that the District Board of Trustees approves the personnel recommendations as outlined in the attached memorandums:

- Kim Scarboro, change from Director of College Advancement to Coordinator of CWE
- Dr. Anna Kelley, new hire for BSN Nursing Faculty (11 month)
- Chandra Hayes, new hire for Coordinator of Grants and Projects

This recommendation fills the vacant positions and completes the hiring process. The motion carried unanimously.

Denise Bell presented the Equity Report for approval:

MOTION: (Washington/Howell) That the District Board of Trustees approves the annual equity report. This recommendation will allow NFC to submit their annual equity report to the FCS. The motion carried unanimously.

President Grosskopf requested a moment to recognize Denise for her outstanding work in her recent 80s Revue community theatre production. The play was wonderful, and we received a letter from an 83-years-young patron who thoroughly enjoyed this event. The college is very grateful for Denise’s work and the positive impact she makes on our students’ lives.

ADMINISTRATIVE AND BUSINESS SERVICES

Dean Micah Rodgers presented the following items:

MOTION: (Wright/M. Williams) That the District Board of Trustees approves the Warrant List for March 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 0.29% interest.

MOTION: (M. Williams/Wright) That the District Board of Trustees accepts the financial audit and the SWFA audit for the fiscal year ended June 30, 2021. The findings and correction report show that a reporting issue for the SWFA has been corrected. The complete SWFA document is available online in the OneDrive archive, but the pages related to the college are presented here. The financial audit additional handout shows that the financial statements are materially correct and that our internal controls and financial reporting are in compliance. The motion carried unanimously.

DEVELOPMENT AND EXTERNAL AFFAIRS

Director Lundell could not attend due to a family emergency, so President Grosskopf presented the Foundation report for April 2022 and shared an email message from her:

- Most High School senior applications ever received in the history of the Foundation; everyone that meets the minimum criteria will receive a scholarship
 - Chart showing the data
 - Miss Madison Pageant co-sponsored by the College
- Mr. Washington shared that the community was very grateful for the college

PRESIDENT'S HIGHLIGHTS

President Grosskopf discussed the following:

Legislative Issues:

Proviso language for new funding formula that takes college size into account. 3 tracks are developing and the formula is being re-envisioned based on outputs. NFC is historically underfunded, outcomes show that we are producing a lot more credentials than should be expected from an institution of our size. Regression analysis model shows at least 20 institutions are underfunded. Shows many overfunded colleges are underperforming the smaller institutions. Any of the formulas would favor us more than flat funding as it exists now.

Chancellor understands challenges with COP, is holding monthly meetings to share information and get feedback from the 28 FCS Presidents. This is a positive move for changing the status quo which is not benefitting many of the counties in the state.

Respectfully asked the Board to consider holding the budget workshop in May. Would like to initiate some conceptual organizational changes to align better with the strategic plan adopted in 2020. Need to improve enrollments, completion, and retention rates. Wants to reorganize to enhance service to students. Will request conceptual approval in May, finalize/ratify official budget in June. Additional information on implementation of changes to be shared in July. No objections to this adjustment to the schedule were expressed.

Need to expand CWE, and outreach efforts with Taylor County site. Wants to change entire service structure to facilitate informing students of what we offer and keeping them here once they enroll.

Question about GA residents and instate tuition. It is appealing for students who live along the state line to attend college in Georgia.

Activities and Upcoming Events:

- March 29 – 1st Monthly Chancellor Meeting with presidents
- April 5 - Talk by Economist, Dr. Parrish (economic forecasting)
- April 4 - 1st ever Sentinel Chess Tournament
- April 21 – Chancellor-lead Funding Formula Meeting
- April 21 – Honors Convocation in Fine Arts Auditorium
- April 25 - Representative Tant Follow-up meeting (rescheduled for May 9th)
- April 28 - Budget Planning workshop retreat
- April 29 – Graduation Practice at 10am and 2pm
- May 6 – Graduation at 3pm and 6pm with refreshments in Library in between ceremonies

ATTORNEY TIME

The President discussed the following:

MCMH CEO has reached out to us with indication from their Board that they want to purchase the NFC property they are using for parking. They still have not signed the agreement approved by the NFC Board of Trustees on October 19, 2021.

The Board expressed they have no desire to donate or sell the property and until either (1) the hospital complies with our agreement regarding liability coverage, or (2) they stop parking there. Parking on the property continues despite the hospital not signing the agreement previously approved by the Board of Trustees. By general consent, the Board instructed the President to have the attorney draft a letter to the hospital that, at this time, the Board of Trustees desires the hospital to comply with approved agreement or cease parking on the property immediately. A suggestion was made to block off access to the lot if agreement is not signed within 10 days of receiving the attorney's letter.

MOTION: (Washington/Howell) That the District Board of Trustees adopts the attached revision to Board Policy 1.07. This recommendation is to change the policy to state that the evaluation process shall occur “annually” instead of “in January of each year.” The policy has been advertised for 30 days and no opposition or input was received from the public. The motion carried unanimously.

GOOD OF THE ORDER

Micah Rodgers expressed congratulations to Lori Pleasant's office for our compliance with the on-site VA audit. There were no findings or exceptions which is excellent from an auditor's perspective.

President Grosskopf shared that the people in this room are doing some amazing things with very exciting prospects on the horizon. He thanked the trustees for their commitment and engagement through the mundane tasks and the exhaustion COVID has caused. He encouraged the Board to not lose heart because the banality of the standard reports and contracts that are reviewed at these meetings will be peppered with new and exciting projects for their consideration at upcoming meetings. He shared his excitement for this moment in the history of the College and hopes to motivate the Board to renew their enthusiasm for the work that lies ahead.

Graduation reminder, need attendance plans for May 6, 2022, at 3pm and 6pm.

Chair Lyons announced that the Budget Workshop will be held on Tuesday May 17, 2022 5:30-6:30pm followed immediately by our next regular meeting at 6:30pm. He then asked Mr. Howell to pray before dinner. The meeting was adjourned at 6:20 p.m.

Respectfully submitted,


John Grosskopf
President


Ricky Lyons
Chair

/mmw