

MINUTES: October 21, 2014

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair
Mr. John Grosskopf, President
Ms. Sharon Benoit
Dr. Bill Brothers
Mr. David Howell
Mr. Billy Washington

ABSENT: Mr. Brantly Helvenston
Mr. Ricky Lyons
Mr. Gary Wright

STAFF PRESENT: Ms. Cissy Adleburg
Mr. Andy Barnes
Mr. John-Walt Boatright
Mr. David Dunkle
Dr. Sharon Erle
Ms. Cindy Gaylard, Recording Secretary
Mr. Scott Hubert, Audio Visual Technician
Mr. Bill Hunter
Mr. Skip James
Ms. Amelia Mulkey
Ms. Jacki Seabrooks
Ms. Susan Taylor
Ms. Mary Anne Wheeler

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. Washington.

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

MOTION: (Mr. Washington/Dr. Brothers) That the District Board of Trustees approves the minutes of the September 16, 2014 regular Board meeting as presented. The motion carried unanimously.

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

- Madison/Jefferson Health Departments

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 students. After an overview by Dr. Erle, the motion carried unanimously.

MOTION: (Mr. Washington/Ms. Benoit) That the District Board of Trustees approves the Collegiate High School agreement. Dr. Erle advised that this will allow implementation of the Collegiate High School program as required by 2014 legislation. After an overview by Dr. Erle and President Grosskopf and discussion by the Board, the motion carried unanimously.

MOTION: (Mr. Washington/Dr. Brothers) That the District Board of Trustees approves the Memorandum of Agreement between North Florida Community College and Madison County Memorial Hospital. Mr. Dunkle advised that this will provide apprenticeship opportunity for students participating in the Health Information Technology workforce development program. After an overview by Mr. Dunkle, the motion carried unanimously.

Mr. Dunkle introduced Jacki Seabrooks, Health Information Technology Coordinator; and John-Walt Boatright, Executive Director for Rural Healthcare Network, and advised that they were instrumental in getting the apprenticeship with Madison County Memorial Hospital and are working on acquiring apprenticeships with other hospitals, as well.

Chairman Williams congratulated Mr. Dunkle on a very successful Open House for the Automation and Production Technology program. Mr. Dunkle expressed appreciation to all who attended and said there were over 200 who participated and 12 people who signed cards expressing strong interest in the program.

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

- Resignation of Andy Barnes, Executive Director of Development and External Affairs/Public Information Officer
- Resignation of Laura Clanton, Paramedic Instructor

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

President Grosskopf expressed great thanks and appreciation for all that Mr. Barnes has accomplished with the NFCC Foundation and the substantial impact on the history of the College.

Ms. Mulkey mentioned that with SACSCOC approval of the Network Security and the Automation and Production Technology programs, we can now apply to have PELL Grant funds, Title IV funds, and Financial Aid for eligible students, and this will be in place for January.

MOTION: (Dr. Brothers/Mr. Howell) That the District Board of Trustees approves the warrant list for September 2014. The motion carried unanimously.

The Revenue and Expenditure Report for September 2014 was presented as an item of information, as was the Statement of Account, and Ms. Mulkey gave an overview.

Ms. Mulkey presented the following information regarding the audit:

- We received clean Federal and Financial Audits, as there were no findings, and the Board members will receive a copy of the audited financial statements with a letter affirming our internal controls.
- Regarding the Operational Audit, Trustees should have already received the preliminary and tentative audit findings showing three areas that were cited, and she presented an overview of each and advised that two of those have already been resolved. The other area is regarding auxiliary enterprises, which has to do with the Snack Bar, and after further study in the spring term, some recommendations to the Board will be forthcoming.

Mr. Barnes presented an update regarding the NFCC Foundation and mentioned the following:

- There are three new Foundation Board members as follows:
 - o Mr. Julius Hackett (Jefferson County)
 - o Ms. Karen Mitchell (Hamilton County)
 - o Mr. Scott Mixon (Taylor County)

Mr. Hackett and Mr. Mixon were able to visit the College recently and enjoyed a great tour of the campus by President Groskopf.

- The Clay Shoot will be held on November 1, 2014, and several new corporate sponsors have been added including a team by Edward Jones; Rocky's of Taylor County; and Clerk of Court Kirk Reams of Jefferson County; Representative Halsey Beshears; and others will be participating on teams, as well. He expressed thanks and appreciation to Trustee Billy Washington and his company and Trustee Ricky Lyons for their sponsorships.
- He expressed thanks and appreciation for his time at NFCC and for the encouragement and hospitality of everyone at the College.

PRESIDENT'S HIGHLIGHTS

9/25	Council of Presidents Call-in Meeting Automation Production Technology Program Open House
10/6-9	SACSCOC On-Site Visit
10/13	NFCC Foundation Board Meeting Ebola Safety Planning Meeting
10/15	Campus Tour for New Foundation Board Members
10/16	Audit Exit Conference Open Council Meeting
10/17	Visit with Rep. Porter
Upcoming	
10/23	Pharmacy Tech Pinning Ceremony (6:00 p.m.)
11/01	NFCC Foundation Clay Shoot Fundraiser

President Grosskopf presented an update regarding a realtor for the Wardlaw-Smith-Goza Mansion and advised that Mr. Hunter sent out letters of invitation for qualifications to 69 realtors in our six-county area and received three responses, one of which indicated no interest, and two who submitted requests for qualifications. He said Chairman Williams has instructed him to invite those two realtors to come and make presentations at the next Board meeting regarding their ideas for marketing the Mansion and be prepared to answer any questions from the Board members.

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

Chairman Williams thanked the Office of Institutional Effectiveness, Research, & Accreditation and all of the NFCC staff for their efforts in preparing for NFCC's reaccreditation and hosting the SACSCOC team. He commented that he had the pleasure of visiting with the team, as did Mr. Washington on a separate occasion, and the team was very complimentary of the staff and various aspects of the College.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on November 18, 2014, at 5:30 p.m. at the North Florida Community College Board Room.

The meeting adjourned at 6:10 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg