

MINUTES: September 15, 2015

MEETING: NORTH FLORIDA COMMUNITY COLLEGE  
MADISON, FLORIDA

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

ABSENT: Mrs. Sandra Haas

STAFF PRESENT: Ms. Cissy Adleburg  
Ms. Denise Bell  
Mr. David Dunkle  
Ms. Cindy Gaylard, Recording Secretary  
Ms. Kay Hogan  
Mr. Bill Hunter  
Dr. Cheryl James  
Mr. Skip James  
Ms. Amelia Mulkey  
Mr. Scott Hubert, Audio Visual Technician  
Ms. Susan Taylor

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. Lyons.

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

**MOTION:** (Mr. Wright/Mrs. Benoit) That the District Board of Trustees approves the minutes of the August 18, 2015 regular Board meeting as presented. The motion carried unanimously.

Ms. Adleburg reported that on October 7, Learning Resources Director Lynn Wyche will be speaking before the Learning Resources Standing Committee at a statewide meeting of the Council of Instructional Affairs and will be presenting *Fly Thru Finals: The Library Hosts the Academic Success Center and Tutor Lab*. This has also been submitted for the 2015 Chancellor's Best Practice Awards.

**MOTION:** (Mr. Howell/Mr. Lyons) That the District Board of Trustees approves the agreement between North Florida Community College and the District School Board of Madison County on behalf of the North Florida Career Pathways Consortium with the inclusion of the two counties that were inadvertently omitted in the document as presented. Mr. Dunkle advised that this will continue to provide partnership opportunities with each of the school districts within the College's service area. After an overview by Mr. Dunkle and discussion by the Board, the motion carried unanimously.

**MOTION:** (Mr. Lyons/Mr. Washington) That the District Board of Trustees approves the Contract with Addendum No. 1 for Challenge Course Inspection between North Florida Community College and Project Adventure. Mr. Dunkle advised that this will provide an inspection of the existing ropes challenge course to ensure the course and equipment are safe and up to code. After an overview by Mr. Dunkle, the motion carried unanimously.

Mr. Dunkle mentioned the following:

- For a number of years the Department of Corrections has been providing its own training for recruits but is now starting to send recruits out to be trained by law enforcement academies, and out of 40 academies across the state, five institutions were chosen to provide this training. NFCC's law enforcement academy was one of those chosen, which speaks to the quality standard of Rick Davis and his department.
- NFCC is partnering with Career Source North Florida to sponsor a Manufacturing Expo at NFCC on October 22, 2015, 10:00 a.m. – 3:00 p.m. beginning with a Forum with area manufacturing leaders in the Fine Arts Auditorium talking about what they do and how the advanced manufacturing skills relate to their individual businesses. Area employers, students, schools, and general public are all invited to attend. He invited Trustees to attend and said he will send Trustees a Save the Date information brochure.

**MOTION:** (Mr. Howell/Mr. Washington) That the District Board of Trustees approves the Dual Enrollment Articulation Agreement between North Florida Community College and Tabernacle Baptist School in Suwannee County for the 2015-2016 academic year. After an overview by Ms. Hogan and discussion by the Board, the motion carried unanimously.

**MOTION:** (Mr. Washington/Mr. Lyons) That the District Board of Trustees approves District Board of Trustees Policy #5.30 – Student Affairs: Credit for Online Courses. After an overview by Ms. Hogan, the motion carried unanimously.

**MOTION:** (Mr. Lyons/Mr. Wright) That the District Board of Trustees approves the production contract for Disney's Beauty and the Beast Junior. Ms. Hogan advised that this will allow North Florida Community College's Sentinel Upstage Players to have two performances of Disney's Beauty and the Beast Junior on January 30, 2016. After an overview by Ms. Hogan, the motion carried unanimously.

Ms. Hogan announced that Clyde Alexander is retiring after 30 years of service at the College, and she invited Trustees to a Retirement Reception in his honor on Wednesday of this week.

**MOTION:** (Mr. Washington/Mr. Howell) That the District Board of Trustees approves the following personnel recommendation:

- Hiring of Shontrece R. McIntyre as Wrap Around Manager for Student Support Services (SSS) Program (Professional Staff – Grant Funded)

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

**MOTION:** (Mrs. Benoit/Mr. Washington) That the District Board of Trustees approves changes to District Board of Trustees Policy #4.00 – Equal Employment Opportunity. After an overview by Mr. Hunter, the motion carried unanimously.

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

The Revenue and Expenditure Report for August 2015 was presented as an item of information, as was the Statement of Account.

**MOTION:** (Mr. Lyons/Mr. Howell) That the District Board of Trustees approves the Fire Safety, Sanitation and Casualty Inspection Report for the 2015-2016 year. After an overview by Ms. Mulkey, the motion carried unanimously.

The Fiscal Operations Report was presented for information, and Ms. Mulkey gave an overview. She 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 North Florida Community College.

Dr. James presented an overview of the activities of each area of Development and External Affairs and specifically mentioned the following:

- They are out and about in the communities and are sharing and hearing great things about NFCC.
- Awarded 89 students with Fall Term Scholarships.
- Awarded a total of \$92,000 from the Foundation for students attending in summer and fall.
- NFCC will be participating and featured in the Hamilton County Chamber College Fair on September 17, 2015, from 4:00 – 6:00 p.m.
- She presented the NFCC Foundation Quarterly Report for April – June 2015 and gave an overview.
- She distributed copies of The Florida College System Newsletter regarding First-Generation & Health Science students receiving scholarships from Florida College System Foundation, and she advised that NFCC also received that same scholarship in

- the amount of \$16,102.00. She also commented that in the newsletter it was announced that NFCC has been awarded a TRIO Grant and will receive over \$1.3 million to assist first-generation, low-income, and disadvantaged students to navigate through college and earn a degree or certificate on the postsecondary level.
- She distributed copies of information and presented an overview of an upcoming trip to Italy (Venice, Florence & Rome) for those who are interested in going. She said the trip will be with Go Ahead Tours and is specifically for faculty and community members who would like to go. She will be the group leader for the trip, and the group will leave from Tallahassee on May 9. Those who would like to participate have until February to make that decision, and there is a \$300 down payment with final payment due in February. The total amount is \$3,400 all inclusive for nine days.

### **PRESIDENT'S HIGHLIGHTS**

- The Gun on Campus bill will be heard both in House and Senate tomorrow. The Council of Presidents has adequate representation in both of those meetings and continues to lobby against allowing concealed weapons to be carried onto college campuses in Florida. The Florida Sheriffs Association has decided to take a neutral position on this bill with some sheriffs speaking out in support of it. Depending on what happens in these first committee meetings, he might reach out to the Trustees and ask them to contact our legislative delegation and express opposition to this bill.
- The Council of Presidents will meet this Thursday and Friday in Tallahassee.
- He has reached out to the Chancellor but has not heard back from her regarding a scheduled visit to NFCC.

### **ATTORNEY TIME**

- The closing of the sale of the Mansion occurred on Friday, September 11. We are now holding the mortgage for \$430,000.00 with monthly payments on the interest. According to the lawyer for the purchaser, he has already received some funding from a national foundation, so things are moving ahead nicely. (Mr. Wright mentioned the possibility of the Board's consideration of discounting the mortgage to someone and collecting the cash. Other members agreed that this could be something worth considering for further discussion.)

### **GOOD OF THE ORDER**

- Mr. Washington raised the question as to whether the College should consider having an agreement with the hospital to allow hospital employees to park on a specific portion of College property in exchange for liability protection for NFCC. After discussion, the following action was taken:

**MOTION:** (Mr. Washington/Mr. Lyons) That the District Board of Trustees approves for Attorney Leinback to draft an agreement between North Florida Community College District

Board of Trustees and Madison County Memorial Hospital Board to allow hospital employees to park on a specific portion of College property in exchange for liability protection for NFCC. After discussion, the motion carried unanimously.

- Mr. Howell inquired about the status of NFCC email addresses being set up for Trustees. (Ms. Mulkey commented that representatives from Computer Services were originally scheduled to set those up during the Board meeting but had to take care of some computer needs related to classes. President Grosskopf advised that someone will work with each Trustee to get the email addresses set up on phones, ipads, etc.

Ms. Taylor brought attention to the Office of Institutional Effectiveness, Research, & Accreditation (OIERA) newsletter and mentioned the following information:

- Weekly enrollment updates indicate that our FTE is increasing.
- 2015 Community College Survey of Student Engagement (CCSSE) data reveals that our students routinely over the last three years rated NFCC very high in each of the following categories:
  - Academic and Collaborative Learning
  - Student Effort
  - Academic Challenge
  - Student-Faculty Interaction
  - Support for Learners
- NFCC is receiving national recognition as “2015’s Best Community College” after being ranked #1 on WalletHub’s recent ranking of 670 community colleges across the nation. The comparison looked at 17 metrics ranging from the cost of in-state tuition and fees to student-faculty ratio and focused on four key areas – cost and financing, classroom experience, education outcomes, and career outcomes.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on October 20, 2015, at 6:00 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

/cmg