

MINUTES: November 19, 2024
MEETING: NORTH FLORIDA COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Ricky Lyons
Mr. Billy Washington
Dr. John Grosskopf
Mr. Al Williams
Mr. Travis Coker
Mr. David Howell

TRUSTEES ABSENT: Mrs. Sandra Haas
Mr. Gary Wright

STAFF PRESENT:
Rachel Collazo, Recording Secretary
Tyler Coody
David Dunkle
Aaron Franklin, Recording Technician
Mike Kirkland
Dani Mays
Traci McClung
Jennifer Page
Micah Rodgers
Kristin Summers
Michelle Wheeler
Mr. Mitchell Herring, Board Attorney

VISITORS PRESENT: Diane Williams
Felix Collazo

The meeting was called to order at 5:30 pm by Chair Lyons, who asked Mr. Travis Coker to open the meeting with prayer and lead the pledge of allegiance.

MOTION: (Washington/Williams) That the District Board of Trustees adopts the agenda for October 15, 2024. Hearing no objections, the motion carried by general consent.

MOTION: (Williams/Washington) That the District Board of Trustees adopts the minutes for October 15, 2024. Hearing no objections, the motion carried by general consent.

PUBLIC INPUT

Denise Bell introduced six students from our Student Government Association, each of whom shared their career aspirations both at NFC and beyond. They also highlighted some of the projects they've worked on around campus, including organizing the Halloween Party, leading the

Escape Room Event, and coordinating a campus scavenger hunt. Allison Finley presented the following:

Encoura Eduventures Research conducted a social media survey targeting students who take the SAT and ACT. Their findings revealed that North Florida College, along with the University of Miami and the University of Los Angeles, had the most significant social media impact. The article specifically credits our student workers for their efforts in managing our social media presence. The students introduced themselves and described their career path, while each board member also shared their personal introductions, along with their academic and professional achievements. Chair Lyon's expressed the Board's gratitude for the student's attending the meeting, offering words of encouragement. He emphasized that the Board's efforts are focused on supporting the students and encouraged them to reach out if they ever need anything.

ACADEMIC AFFAIRS

Vice President Jennifer Page presented the following:

Director Phillip Wilkerson is attending a program in Orlando with the Florida State Board of Education, where he is presenting a proposal to offer a second baccalaureate degree—a Bachelor of Applied Science in Organizational Management starting in 2025. Board member Washington inquired about when the Department of Education would vote on this proposal. Vice President Page stated that the proposal is being brought tomorrow and will be voted on at that time

There were only 3 changes that the FDOE wanted changed. First was that Freshman English Honors and American History II were added to the course list. This was an oversight. Next was the SYG-2010, a sociology class was asked to be removed from general education because it was too specific and not foundational enough.

MOTION: (Coker/Washington) That the District Board of Trustees adopts the General Education Course List. Hearing no objections, the motion carried by general consent.

Vice President Page presented the next item for approval, explaining that The National Student Clearinghouse had been reviewed and approved by the Board attorney. This addendum, which had been previously removed and later reinstated, is an essential tool for ensuring compliance with federal requirements related to financial transparency and gainful employment.

MOTION: (Coker/Washington) That the District Board of Trustees adopts the National Student Clearinghouse agreement. Hearing no objections, the motion carried by general consent.

Vice President Page presented the motion for the Simple Syllabus, confirming that it had been approved by the Board Attorney. She explained that it complies with state archiving requirements and will be made available online. This system will enable students to conveniently access course information, while also allowing third parties to view historical syllabus data.

MOTION: (Coker/Howell) That the District Board of Trustees adopts the Simple Syllabus

Agreement. Hearing no objections, the motion carried by general consent.

Mr. Howell questioned the service fee for Simple Syllabus. The price is up to \$3000.00.

CAREER AND WORKFORCE EDUCATION

Mr. David Dunkle presented the following:

MOTION: (Williams/Washington) That the District Board of Trustees for North Florida College approves the attached Allied Health Clinical Agreement. The motion carried unanimously.

EMPLOYEE SERVICES

Director Tyler Coody presented the following for informational purposes:

The college staff has successfully completed the 2025 open enrollment process for the benefits program with the new State Insurance, which will take effect on January 1, 2025. We are happy to report a 100% enrollment rate. We are now working on developing plans for retiree coverage. Moving forward, we will continue offering long-term disability, life insurance, and accidental death benefits through our current provider. In addition, we are working closely with the state to implement a deferred compensation plan, transitioning from our existing 457 plan.

President Grosskopf was asked by the Board to give an update on some of the political tendrils attached to this health insurance. Micah will update on some financial amendments based on this unplanned expense of paying for health insurance. There is still not a clear strategy on how the state will proceed.

At present, there is no clear strategy from the state on how they will address the issue. If a solution isn't found, it will present a significant financial burden for next year's budget. Chair Lyons plans to engage in political exploration on the matter on our behalf. Currently, there are no public forums for Trustees to gather more information, and there is uncertainty about the Legislature's plans moving forward. College Attorneys are also unclear on how to proceed. A resolution is urgently needed, as this situation poses a major financial challenge for North Florida College. Furthermore, since the issue is codified in statute, the college has no alternative options for health insurance.

ADMINISTRATIVE AND BUSINESS SERVICES

Dean Micah Rodgers presented the following:

MOTION: (Washington/Williams) That the District Board of Trustees approves the Warrant List for October 2024. The motion carried unanimously.

The Statement of Account for October and the Current Funds Unrestricted Revenue and

Expenditure Reports were presented as informational items. The Florida Prime account is earning 5.04%.

MOTION: (Coker/Washington) That the District Board of Trustees approves the Budget Amendment Request. Asking for \$215,000 of additional increase in budget for group health insurance. This is only a portion (6 months) of what it will cost for the entire year and will cover us until June 30th. Also asking for \$100,00 increase for buffering any additional costs that are related to unexpected costs. The motion carried unanimously.

MOTION: (Coker/Williams) That the District Board of Trustees approves the Carryforward Spending Plan, as revised for consideration of the State Group Health Insurance Plan. The motion carried unanimously.

MOTION: (Coker/Washington) That the District Board of Trustees approves the Capital Outlay budget Amendment for a vetoed Project and deferred maintenance project needs. The motion carried unanimously.

MOTION: (Washington/Coker) That the District Board of Trustees approve the attached list of Surplus Inventory and removal of additional fully depreciated items that have no value. The motion carried unanimously.

Mr. Lyons asked how we dispose of surplus property. Dean Rodgers said that we first reach out to local schools to see if there is a need. Additionally, we use GovDeals.com to auction items and recover any potential funds.

MOTION: (Washington/Coker) That the District Board of Trustees award BID-NFC-07-2024-Driving Track Replacement to Anderson Columbia Co INC, in the amount of \$1,139,965.00. In addition, recommend the Board approve the President to execute a contract with this vendor utilizing appropriate AIA documents.

The life of the track is about 18 to 19 years, but this was installed before we offered CDL and trucks were not driving on it. The motion carried unanimously.

Dean Rodgers stated this is the track used for Law Enforcement, EMS and CDL training.

MOTION: (Howell/Coker) That the District Board of Trustees award BID-NFC-06-2024-NFC Solar Array Installation to Solar Impact, Inc., in the amount of \$794,000. In addition, recommend that the Board approve the associated AIA contract related to this project. The motion carried unanimously.

This was the lowest bid, and the funding for the project comes from the state, specifically from deferred management funds from last year. President Grosskopf explained that the decision to pursue solar energy was a strategic one, as it converts a one-time allocation and into long-term savings over the lifetime of the project. Dean Rodgers stated that this will be an energy efficient and cost-effective benefit to NFC. This was the lowest bid, and the panels will be on rooftops and no trees will be removed.

MOTION: (Coker/ Howell) That the District Board of approves the HVAC air handler replacement contract with TRANE for NFC Main Campus building 1. This contract is a piggyback from an OMNIA contract. The motion carried unanimously.

MOTION: (Williams/Washington) That the District Board of Trustees approves the NFC Annual Financial Report for the 2023-2024 fiscal year.

MOTION: (Williams/Washington) That the District Board of Trustees approves the NFC Financial Audit for the 2022-2023 fiscal year. The motion carried unanimously.

Mr. Lyons notified the Board that he is involved in communications with the Auditors.

MOTION: (Washington/Williams) That the District Board of award BID-NFC-04-204-Building 8 HVAC Replacement to Lang Mechanical INC, in the amount of \$459,100.00. In addition, recommend the Board approve the President to execute a contract with this vendor. The motion carried unanimously.

DEVELOPMENT AND EXTERNAL AFFAIRS

Director Traci McClung shared information regarding NFC's Foundation. This information includes Scholarship information from the Florida College System Grants and from Edward K. Roberts Community College Fund. Additionally, she shared Scholarship information from Sentinel Fest 2024 and Innovation Grants.

She also shared news from the North Florida College Foundation Planning Study Executive Summary that included the Study overview, recommendations and Study Findings.

OFFICE OF COMMUNICATIONS

Allison Finley shared several updates:

- A new website was launched, designed by students and the institute.
- The Sentinel Fest introduced a new mascot, which was also showcased on social media.
- Digital displays were installed on campuses for emergency alerts, public safety, and location information. These displays also feature video messages about registration, orientation, campus events, and virtual tours.
- Student workers contributed to this project.
- A recruitment event offering a waived application fee was successful.
- Campus tours were conducted for local schools, and the college is also visiting local classrooms.
- An Open House is scheduled for February 8th.
- Allison thanked the Board for their support.

PRESIDENT’S HIGHLIGHTS

Dr. Grosskopf highlighted that the need for capital funds remains critical, even though now is not the right time for a major philanthropic campaign. He emphasized that the college cannot rely on philanthropy or increased tuition to meet these needs. The only viable option is for the state to invest in the college’s efforts. Dr. Grosskopf believes that state funds will be available, and NFC needs to work towards receiving adequate share. He also stressed that Board members must actively engage with legislators to advocate for funding. Mr. Rodgers also shared information about funding increases at other colleges, noting that resources are being allocated elsewhere. Mr. Lyon’s reiterated the Fall Commencement Ceremony on December 12, 2024.

ATTORNEY TIME

Mr. Mitchell shared that there is no ongoing litigation.

GOOD OF THE ORDER

Chair Lyons then announced that the next regular meeting will be held on Tuesday, January 21, 2025, at 5:00pm in Madison, FL. Mr. Lyons asked Mr. Howell to pray before dinner and the meeting was adjourned at 6:33 p.m.

Respectfully submitted,

Dr. John Grosskopf
President

Ricky Lyons
Chair

/rc