

MINUTES: May 17, 2016

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. Ricky Lyons
Mr. Billy Washington

ABSENT: Mrs. Sharon Benoit
Mr. Al Williams
Mr. Gary Wright

STAFF PRESENT: Mr. Andy Barnes
Ms. Denise Bell
Mr. David Dunkle
Ms. Cindy Gaylard, Recording Secretary
Mr. Dale Hackle
Ms. Kay Hogan
Mr. Bill Hunter
Mr. Skip James
Ms. Amelia Mulkey
Mr. Scott Hubert, Audio Visual Technician

Mr. Bruce Leinback, Board Attorney

VISITORS: Student Government Association Officers:
Sara Taylor President
Emily Grosskopf Vice President of Campus Relations &
Student Activities
Madison Hallmark Vice President of Promotions
Brianna Kinsey Secretary
Cadyn Gentry Treasurer
Allison Cone Senator at Large
Clayton Goolsby Freshman Senator

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. Ricky Lyons.

Mr. Hubert presented a brief overview of the new technology in the new NFCC Board Room.

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

MOTION: (Mr. Coker/Mr. Washington) That the District Board of Trustees approves the minutes of the April 19, 2016 regular Board meeting. The motion carried unanimously.

MOTION: (Mr. Coker/Mrs. Haas) That the District Board of Trustees approves the Memorandum of Agreement and the revised Addendum No. 1 between North Florida Community College and Apalachee Center and granting Attorney Leinback the liberty to make any final adjustments to the Addendum if necessary. Mr. Dunkle advised that this will provide internship opportunities for students participating in the Health Information Technology workforce development program. After an overview by Mr. Dunkle and discussion by the Board, the motion carried unanimously.

The Quality Assurance and Compliance Monitoring Report for the Career and Technical Education programs at North Florida Community College was presented as an item of information, and Mr. Dunkle gave an overview and commented that every area of our programs received very positive comments. He advised that the report will be posted on the DOE website.

Mr. Dunkle reported that we were notified by the National Science Foundation that our grant proposal in the amount of \$187,000.00 has been approved, and this will go toward our Automation and Production Technology (APT) program.

SGA Adviser Denise Bell presented the 2015-2016 SGA officers, who introduced themselves as follows:

- Sara Taylor President
- Emily Grosskopf Vice President of Campus Relations & Student Activities
- Madison Hallmark Vice President of Promotions
- Brianna Kinsey Secretary
- Cadyn Gentry Treasurer
- Allison Cone Senator at Large
- Clayton Goolsby Freshman Senator

Ms. Bell presented a slide show that was prepared by the SGA officers of the various student activities throughout the year.

MOTION: (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves the Dual Enrollment Articulation Agreements between North Florida Community College and the non-public schools of Hamilton, Jefferson, Lafayette, Madison, Suwannee, and Taylor counties for the 2016-2017 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 the following personnel recommendation:

- Hiring of Brandy Plummer, RN, as Faculty Nursing Instructor for the RN Program

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

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the following Administrative and Professional contracts for seven months to expire January 31, 2017:

Name

Position

SENIOR MANAGEMENT/ADMINISTRATOR CATEGORY

Francis Adleburg	Dean of Academic Affairs/Chief Academic Officer
Andy Barnes	Dean of Administrative Services/Chief Business Officer (In Training)
Bill Hunter	Executive Director of Human Resources
Amelia Mulkey	Dean of Administrative Services/Chief Business Officer (Thru July 31, 2016)
Kay Hogan	Dean of Enrollment Services

ADMINISTRATOR CATEGORY

Rick Davis	Director of Public Safety Academy
David Dunkle	Associate Dean Economic Development and Technical Programs
Dale Hackle	Director of Physical Plant
Skip James	Director of Campus Safety and Security
John Sirmon	Director of Information Technology/CIO
Julie Townsend, RN	Director of Rural Health Institute (11 Month)
Philip Wilkerson	Director of Recruitment and Advisement
Lynn Wyche	Director of Learning Resources

PROFESSIONAL CATEGORY

Name

Position

Larry Akers	Coordinator of Criminal Justice Academy
Debbie Bass	Coordinator of Health Recruitment and Advisement
Denise Bell	Student Center Manager/Coordinator Student Services
Delvin Boatman	Academic Advisor
Denise Callaway	Coordinator of Early Childhood
Joey Callaway	Coordinator of Fitness and Wellness
Dr. Susie Cashwell	Director of Student Support Services/Student Disability (Grant Position)
Tyler Coody	Director of Fitness and Wellness
Lawrence Dunn	Research Analyst
Daisy Garcia	Coordinator – EXCEL Program (Grant Position)
Elizabeth Gonzales	Learning Lab Manager
Hope Johnson	Coordinator of Library Services
Francis Kinney	Assistant Director of Information Technology
Mike Kirkland	Director EMS/Fire Science
Mary Mauldin	Recruitment Specialist/Dual Enrollment Coordinator
Shontrece McIntyre	Academic Case Manager

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Jennifer Page	Director of Curriculum and Instruction
Tisha Phillips	Coordinator of Infrastructure and Support
Lori Pleasant	Registrar
Takiyah Randolph	Coordinator, Health Information Technology (Grant position)
Kim Scarboro	Director of College Advancement
Bobby Scott	Academic Advisor
Cameron Smith	Academic Case Manager (Grant Position)
Susan Taylor	Coordinator of Institutional Effectiveness and Research
Carolyn Thigpen	Coordinator of Data and Reports
Tina Tucker	Learning Lab Manager
Lynn Waller	Academic Advisor
Jane Williams	Instructional Coordinator for EMS and Fire Services
Della Webb	Academic Case Manager/SDS (Grant Position)
Margaret Wilkerson	Coordinator of Website and Public Relations

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

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the 2015-2016 Annual Equity Update Report as presented. After an overview by Ms. Bell, the motion carried unanimously.

MOTION: (Mr. Lyons/Mr. Coker) That the District Board of Trustees approves the warrant list for April 2016. The motion carried unanimously.

The Revenue and Expenditure Report for April 2016 was presented as an item of information, as was the Statement of Account, and Ms. Mulkey presented an overview.

For information and planning purposes, Mr. Barnes presented a brief overview of the budget draft for Fiscal Year 2016-2017, and he discussed the following:

- State Fee Comparisons
- Student Fee Comparisons
- College Allocations
- Statewide Special Projects
- State Revenue Comparisons
- 2015-2016 vs. 2016-2017
- Revenue Comparisons
- Expenditure Comparisons

Mr. Barnes advised that the 2016-2017 Fiscal Year Budget will be presented for Board approval at the June meeting, and he encouraged Board members to call him should they have any questions regarding budget information.

PRESIDENT'S HIGHLIGHTS

President Grosskopf followed up on a discussion from last month's Board meeting regarding the proposed administrative rule that changes the composition of Boards of Trustees for the colleges, and he reminded Trustees that he and Attorney Leinback were instructed by the Board to prepare a statement for the State Board of Education. He reported that there have

been a couple of changes since that time, and he deferred to Attorney Leinback to explain those, and he said they would request a different approach until they have more information.

Attorney Leinback distributed copies of the proposed administrative rule that changes the composition of Boards of Trustees and presented an overview. He commented that we would like to have the rule clarified regarding the number of Trustees. He recommended that the Board authorize Chairman Williams and President Grosskopf to sign a letter to the Chancellor expressing the Board's concern and asking for clarification of the rule and to allow them to continue working to gain clarification.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves to authorize Chairman Williams and President Grosskopf to co-sign a letter to the Chancellor expressing the Board's concern and requesting clarification of the proposed administrative rule that would change the composition of the Boards of Trustees and to continue working to gain clarification. After an overview by Attorney Leinback and President Grosskopf, the motion carried unanimously.

BOARD ATTORNEY TIME

Sewer Lift Station Update:

Attorney Leinback distributed copies of the complaint that he reported was filed with the Circuit Court, and he presented an overview of the action for a Writ of Mandamus or, in the Alternative, for a Declaratory Judgment and Additional Relief, arising out of the dispute between the Board and the City of Madison over the City's breach of its duty to replace the failed sewage lift station on the NFCC campus and to maintain and repair the facility thereafter. He said he has spoken with Attorney Reeves, who will be handling the litigation for the City, and they both agree that an early mediation would be in the best interest of the City and the College and will try to get that done prior to the next Board meeting, if possible. He said if there is a mediation and a proposed resolution, he will be requesting a meeting of the Board initially out of the Sunshine to discuss the pros and cons and the cost of going forward with litigation or accepting a settlement. He said the Board would then have a public meeting to vote on the settlement. He said if there is no mediation and proposed resolution, then he will discuss with the Board at the next meeting on how to proceed.

GOOD OF THE ORDER

- Mr. Washington reported that the parent of a student who went through the Automation and Production Technology program made very positive comments to him about that program.
- Mr. Howell reported that a friend on the hospital board in Columbia County had highest accolades for our nursing program and commented that they prefer NFCC nursing graduates over graduates from even the University of Florida.
- Mrs. Haas inquired about how NFCC will address President Obama's public restroom directive. President Grosskopf advised that NFCC is currently in managerial discussions on how to proceed. He said most of the restroom facilities on our campus

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are multi-stall, so the simple solution of removing the gender designation will only apply to very few restrooms on the campus. He said it will take some planning and will have some fiscal impact on the College, and we will proceed as expeditiously and efficiently as possible.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on June 21, 2016, at 5:30 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg