

Minutes
 NWFSC Board of Trustees
 February 21, 2017, 4:35 p.m.
 Building 400, Room 302

Present:

Brian S. Pennington, Chairman
 Jeff Floyd, Vice Chairman
 Shane Abbott
 Craig Barker (by telephone)
 Robert Chedister
 Michael M. Flynt, Sr.
 Hayward Dykes, Board Attorney
 Dr. Devin Stephenson, President

Others present: Lily Berrios, Sizemore Group; Kevin Beardmore, Consultant; Randy White, VP for Administrative Services; Sasha Jarrell, VP for Academic Affairs; Cristie Kedroski, VP for College Advancement; Anne Southard, Dean, General Education and Grants; Dennis Sherwood, Dean, Career and Technical Education; Aimee Watts, Dean of Students; Jeanette Shires, Director, The Mattie Kelly Arts Center; Billy Looper, Chief of Campus Police; Ramsey Ross, Athletic Director; Julie Cotton, Director, Professional and Continuing Education; Sam Jones, Director, Facilities; Stephanie Pettis, Director, Marketing/Public Relations; Dedria Lunderman, Director, Purchasing; Nancy Murphy, Director, Human Resources; Anthony Boyer, Principal, Collegiate High School; Dan Fife, Cenergistic; Deb Fontaine, Chair, English, Communications and Social Science; Sam Hill, Interim Director, Student Life; Tomi Salo, Information Technology Specialist; Drew Hanna, SGA Vice President; and, Carolyne Laux, Executive Assistant to the President.

Call to Order	Brian S. Pennington
Approval of Agenda	The Board of Trustees approved the Agenda, as presented (Motion: Flynt; Second: Floyd. Vote for: Floyd, Barker, Abbott, Chedister, Flynt, and Pennington).
Public Comments	None
Approval of Minutes	The Board of Trustees approved the Minutes for January 20, 2017, as presented (Motion: Floyd; Second: Flynt. Vote for: Floyd, Barker, Abbott, Chedister, Flynt, and Pennington).
Old Business	None
New Business	

CONSENT AGENDA

The following item was approved under the Consent Agenda:

- Personnel Agenda

ACTION AGENDA

College Calendar

The Board of Trustees approved the College Calendar for 2017-18, as presented (Motion: Abbott; Second: Flynt. Vote for: Floyd, Barker, Abbott, Chedister, Flynt, and Pennington).

Textbook Affordability

The Board of Trustees acknowledged review of the cost of textbooks and instructional materials by course and course section for all general education courses offered at the institution and approved the Textbook Affordability Report, as presented (Motion: Flynt; Second: Chedister. Vote for: Floyd, Barker, Abbott, Chedister, Flynt, and Pennington).

The Trustees asked for a trend analysis in the next report to reflect:

- State average costs of textbooks
- Can we leverage with other colleges?
- NWFSC trend of costs since report was mandated.

Board Policy HR 14.00

The Board of Trustees approved the advertisement of revised Board Policy, HR 14.00, Working time, as presented and considered for adoption at the next regular Board meeting (Motion: Flynt; Second: Abbott. Vote for: Floyd, Barker, Abbott, Chedister, Flynt, and Pennington).

Endowments

The Board of Trustees approved the Dale E. Peterson Endowment and Susan Pryor Sloat Myers Scholarship Endowment donor agreements, as presented (Motion: Chedister; Second: Floyd. Vote for: Floyd, Barker, Abbott, Chedister, Flynt, and Pennington).

Financial Audit

The Board of Trustees accepted the College Financial Audit for 2015-16, as received (Motion: Flynt; Second: Floyd. Vote for: Floyd, Barker, Abbott, Chedister, Flynt, and Pennington).

INFORMATIONAL AND DISCUSSION ITEMS

SGA Report

Drew Hanna, SGA Vice President, made the following report:

- Visited Tallahassee and met with Legislators to discuss a number of issues comprising the AFS/SGA Platform for the 2017 legislative session, Florida Bright Futures Scholarship and higher education options for veterans. They also enjoyed Dr. Stephenson, Jeff Floyd, and Mike Flynt, and Shane Abbott (Trustees) join them during some of their visits in Tallahassee.
- Five SGA Members graduated from the Leadership Program.
- Community Service includes: Habitat for Humanity – built a house in Crestview.
- March 8th will be the annual spring fling and the SGA theme “RaiderStock.”
- April 18-19 is SGA Elections. Drew notified the Trustees he is running for President.

Foundation Spending	The Trustees reviewed the Foundation's Endowment Spending Allocation.
Broadband Licenses	Mr. White advised the Board that the college is bound for 30 years and we do not have a way out of the contract. We are now receiving \$30,000 a year for each license. We did investigate selling the lease to an interested party, but the price was too low. Mr. White recommends that we continue with the contract/lease.
Foundation Financials	Ms. Kedroski reviewed the Foundation Investment and Financial Report with the Trustees.
College Financials	The Trustees reviewed the college financials and appreciated the new trend analysis format.
College Investment Report	The Trustees reviewed the College's Investment Earnings Report.
Resource Activities	The Trustees reviewed the Resource Activities Report, as presented.
President's Report	Dr. Stephenson made the following report:

- He commented that his first weeks here have been great and the college is moving ahead with the leadership of the President's Cabinet and the Executive Council.
- He and Judy attended the Emerald Coast Music Alliance Fundraiser hosted by Edwin and Mary Watts at their home.
- The College held a welcome session with several community leader, Foundation Directors and donors and at the welcome we recognized Susan Sloat Myers for her Endowment and Scholarship on January 17th.
- The local Delegation, Senator Broxson, Senator Gainer, Representative Jayer Williamson and Representative Mel Ponder and members of their staff visited the campus on January 19th.
- He and Judy attended the NFSO Fundraiser with Jason Alexander on January 21st.
- He attended the Niceville-Valparaiso Chamber of Commerce Annual Awards Dinner on January 26th.
- On January 27th, the Florida College System Chancellor, Madeline M. Pumariiega visited the Executive Council for an update on the upcoming legislative session.
- On January 31st, he spoke to Leadership Okaloosa.
- On February 1st, he attended the NWF Foundation Board of Directors meeting where the announcement of the Dale E. Peterson's Endowment was made.
- January 11th and February 2-3, he and his wife, Judy, provided the first pitches for the softball and baseball teams.
- February 3rd, the College hosted a faculty and staff roundtable with Senator Doug Broxson on campus.
- February 8-9th he attended the Legislative Days in Tallahassee as did Trustees Jeff Floyd, Shane Abbott, and Michael Flynt.

- February 10th – Judy and I attended the All-Sports Association Banquet and Breakfast in our Arena.
- February 13-16th, He and Judy went to Washington DC to attend ACCT/AACC Conference. He notified the Board he was extending an invitation to Secretary of Education DeVos to visit the Collegiate High School and NWFSC. She did a great job and appears to have a strong understanding of the role of community colleges in economic, workforce, and community development.
- February 17th, He attended the NWFSC Retiree's luncheon with a good crowd and learned about the history of the college.
- February 18th, He was pleased to attend the Student Pathways to Success Event sponsored by the African American Student Association and Student Life.
- February 19th, He informed the Board that he, along with, three other friends of his, played a couple of pieces for the Soundsations Snowbird Concert
- Great Kudos to our college:
 - AS Nursing Degree Program honored in the Top 20 among Florida Colleges and Universities – ranked #13.
 - Amy Krafcik was chosen as the Collegiate High School Florida High Impact Teacher.
 - Men's Basketball 2016-17 are the Panhandle Conference Champions for the third consecutive year.
 - Students from our College were selected to The College's All-Florida Academic Team. The College sponsor is Donna Pierson, who has done a great job preparing the students.
 - Two handouts were given to the Board: The President's Perspective which will be published monthly replace the "INSPIRE," and a Fast Facts about the College which will be given out at civic clubs, etc.

- David Ramba, the college's lobbyist, will be on campus on March 1st from 1:00-4:00 p.m. The college under the leadership of a subcommittee (Craig Barker, Sasha Jarrell, Chad Hamilton, and Randy White) vetted a number of recommendations to Dr. Stephenson. Ultimately, he chose Ramba Consulting to represent the college for one year, after he obtained unanimous approval from the NWFSC Foundation Board to provide \$60,000 to the college for consulting services.
- College leadership – Dennis Sherwood and VP Sasha Jarrell developed a monograph for an Airframe and Power Program that was used to develop language for a bill to be submitted to the Florida Legislature. The Bill for the A&P program has been filed for \$3.5 million for renovation and equipment.
- We are looking at the possibility of \$3.2 million for infrastructure and, \$2.7 million for renovation of the engineering building on the Niceville Campus. Mel Ponder is submitting a Bill focused on Tuition Assistance for Military Students. The Bill would provide statutory authority for Florida College System institutions to waive fees for military students.
- We are also looking into two partnerships: SIM City that will provide a regional real-life training site for municipalities. Okaloosa Gas as well as a number of other utility providers have asked that the college the training courses.
- Commencement ceremonies have been scheduled for May 6th including a VIP Luncheon in the facility between the two ceremonies. We have engaged two of our Legislators (Broxson and Gainer) to speak at the graduation ceremonies. Mel Ponder will speak at the Collegiate High School Graduation. Brad Drake will speak at the Nursing Pinning ceremony.
- The College has posted the advertisement for a Dean of Research, Analysis, and Planning.
- A job description is being developed for a Director of Grants and will be out soon.

- He reminded the Board that the College is involved in the Mardi Gras Parade in Destin this coming Friday night beginning at 7:00 p.m. and a number of student organizations and college personnel will be participating.

Branding and Marketing

Ms. Pettis presented a marketing and branding plan to the Trustees.

- First publication is the "President's Perspective" that will come out monthly – replacing the Inspire publication. The publication will be mailed to donors, faculty and staff and other constituents that is identified by the President. It will be posted to the Website and will be emailed to a wide-range of community people.
- Second publication is Fast Facts about NWFSC that will be used at speaking engagements.

Partnership

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Dr. Jarrell advised the Board that a Hospitality Management Project is in the planning stage. Funding is being pursued through Triumph Gulf Coast and funding sources for the project.

Around the Room

Mr. Flynt commented on his attendance at the Governor's 2017 Jobs Summit and indicated that there are threats about the funding of Career and Technical Education. Materials showed by Enterprise Florida and Visit Florida are not being funded. Mr. Flynt is an advocate for these programs.

Mr. Abbott complimented the SGA students who attended the Legislative Days in Tallahassee on the great job they did discussing issues with the Legislators. He also wanted to compliment the great faculty and NWFSC. Also, he commented that the financials look like we are headed in the right direction.

Mr. Floyd visited with Legislators and was sent a note saying how much they enjoyed the students from NWFSC and how important it is to hear from them. He also mentioned that Senator Bill Montford would like to visit NWFSC and in particular the Collegiate High School. Senator Montford serves on the Appropriations Committee on PreK-12 Education, Health Policy, and Rules. He is the CEO of the Florida Association of PreK-12 District Superintendents. The President's Office will set up a visit after the Legislative Session is completed.

Mr. Pennington advised that he is in 11th year on the Board of Trustees and things are getting exciting and he hopes to stay on for a few more years. He commented that people are noticing the college and listening to the information on the college.

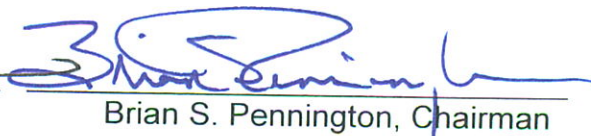
Mr. Barker agreed that the college is gaining great energy in the communities and he, too, is excited to be on the Board. He mentioned the possibility of a SWOT analysis, per conversations at prior Board meetings. Dr. Stephenson agrees, and indicated that he wants there to an annual Strategic Planning Summit. He indicated it would be effective to hold the annual Summit in January or February of each year prior to the budget developmental process. Three components need to be included: START: begin things we are not doing and should be doing; STOP: stop doing things that are not productive to the College; and CONTINUE: continue those things that are of the best service to all clientele. He suggested that we possibly could hold the initial Summit in March or April of this year and then look to January/February of 2018. Mr. Flynt suggested that we hold on the initial Summit until after this year's legislative session to determine the Legislature's focus and then look to a Summit following the session to chart a course for the college.

ANNOUNCEMENTS:

1. February 26, 2017, 1-4 p.m., Symphony of Taste, Student Services Center
2. February 27, 2017, 7:30 p.m., ONCE, (Broadway Series), The Mattie Kelly Arts Center Main Stage
3. March 5, 2017, 2:00 p.m., Vienna Fingers, the Mattie Kelly Arts Center Main Stage
4. March 8-12, 2017, 7:30 p.m., Repertoire-Agnes of God & Servant of Two Masters, the Sprint Theater
5. March 28, 2017, 4:30/4:35, Regular Meetings of the Governing Board for the Collegiate High School/Board of Trustees, Building 400, Room 302, Niceville Campus.

ADJOURNMENT: The meeting adjourned at 6:15 p.m.


G. Devin Stephenson, President
Northwest Florida State College
and Corporate Secretary


Brian S. Pennington, Chairman
Board of Trustees
Northwest Florida State College