

## Minutes

NWFSC Board of Trustees

April 19, 2016, 4:35 p.m.

Room 302, Building 400, Niceville Campus

## Present:

Brian S. Pennington, Chairman

Craig Barker

Major General (Ret) Robert Chedister

Michael M. Flynt

Rachel R. Gillis, Vice Chairman

Marijo Strauss

Hayward Dykes, Board Attorney

Sasha L. Jarrell, Interim President

Absent: Jeff Floyd

Others present: Don Bohler, Don Litke, and Doug Bacon, ISP; Randy White, VP, Administrative Services; Cristie Kedroski, VP for College Advancement; Anne Southard, Acting VP for Academic Affairs; Dennis Sherwood, Dean, Career and Technical Education; Aimee Watts, Dean of Students; Deb Fontaine, Acting Dean of General Education and Grants; Anthony Boyer, Principal, Collegiate High School; Julie Cotton, Director, Professional and Continuing Education; Nancy Murphy, Director, Human Resources; Ramsey Ross, Athletic Director; Jeanette Shires, Director, The Mattie Kelly Arts Center; Pam Kaby, Controller; Stephanie Pettis, Director of Marketing and Public Relations; Dedria Lunderman, Coordinator of Purchasing; Billy Looper, Director, Criminal Justice; Ross Hamilton, Director, FWB Campus and College Centers; Janice Henderson, Director, Learning Resource Center; Ray Rickman, Chair, Advanced Technology and Design; Sam Jones, Facilities Director; Alijah Venessee, SGA President; and, Carolyne Laux, Executive Assistant to the President.

## Call to Order

Brian S. Pennington

## Welcome to new Members

Chairman Pennington welcomed new board members, Craig Barker and ChedBob Chedister and Jeff Floyd who was not able to attend this meeting. He also congratulated Mike Flynt on his reappointment to the Board.

## Approval of Agenda

The Board of Trustees approved the Agenda, as presented (Motion: Gillis; Second: Strauss. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

## Public Comments

None

## Approval of Minutes

The following Minutes were approved, as submitted (Motion: Flynt; Second: Gillis. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

- Regular Meeting Minutes, February 22, 2016
- Special Meeting Minutes, March 15, 2016
- Special Meeting Minutes, March 16, 2016
- Special Meeting Minutes, March 30, 2016
- Special Meeting Minutes, April 12, 2016

Old Business

None

New Business

#### **CONSENT AGENDA**

The following items were approved under the Consent Agenda (Motion: Flynt; Second: Strauss. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

- Personnel Agenda
- Equity Report

#### **ACTION AGENDA**

Board Policy FA 17.00

The Board of Trustees approved the adoption of Board Policy FA 17.00, Student Fees and Refunds, as advertised (Motion: Strauss; Second: Flynt. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

FD Slate of Officers

The Board of Trustees approved the NWFSC Foundation 2016-17 Slate of Officers and Directors, as presented (Motion: Barker; Second: Chedister. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

FD Revised Bylaws

The Board of Trustees approved the Foundation's Revised Bylaws, as presented (Motion: Flynt; Second: Strauss. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

College's Financial Audit

The Board of Trustees accepted the College's 2014-15 Financial Audit, as submitted (Motion: Flynt; Second: Strauss. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

PSAC

Chairman Pennington shared with the Trustees that at the last meeting, the Board voted to have Myers-McRae Executive Search Firm work with us on the presidential search, approved a list of Presidential Advisory Committee members and named Mr. Mike Flynt is the Chairman of the PSAC.

Mr. Flynt motioned to rescind the motion from the last meeting to add a Military person, a person from Walton County, and Gillis Powell of Crestview to the PSAC Committee. Mr. Powell's wife is a full-time faculty member and that is a conflict of interest. Also, when the

motion was made at the last meeting, Mr. Flynt seconded it to move it to discussion. When the vote was called he then voted against the motion, but was advised by the attorney present that he could not vote against his second of the motion. However, Roberts Rules says that a person can second a motion and then after discussion can vote against the motion. The Board of Trustees approved rescinding the motion made at the April 12, 2016 regarding this matter (Motion: Flynt; Second: Strauss. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

A motion was made to add Kim Kirby from Walton County and a military person yet to be determined to the PSAC (Motion: Flynt; Second: Barker. Vote for: Barker, Chedister, Flynt, Gillis, Strauss, and Pennington: Absent: Floyd).

### INFORMATIONAL/DISCUSSION ITEMS

#### SGA Report

SGA President, Alijah Veneszee, made the following report:

1. The SGA Vice President will be a part of the new Presidential Search Advisory Committee.
2. SGA has 10 new members for next year.
3. The SGA raised \$300+ for the Panhandle Warrior Project.
4. SGA attended the FSGA Leadership Conference in Tampa, recently.
  - Received some results from their "Rally in Tally"
5. 18 people have signed up to do a beach cleanup at Henderson State Park.
6. The SGA is sponsoring a movie night at the Amphitheater this month.

#### Sale of Tallahassee Building

Ms. Kedroski reported that the Foundation has an offer of \$370,000 for the building the Foundation owns in Tallahassee. The closing is expected no later than May 15, 2016.

#### Foundation Financials

Ms. Kedroski reviewed the Finance and Investment Report with the Trustees mentioning that the Foundation awards are up for 2016-17.

#### College Financials

The Trustees reviewed the College Financials presented.

#### Resource Development

The Trustees reviewed the Resource Development Activities, as presented.



### **Chairman's Comments**

Chairman Pennington provided the following report:

- We are putting together an Orientation for new Trustees. Carolynne will be sending you dates for that.
- I am asking Carolynne to send each of the new Trustees a copy of the Myers McRae Executive Search Firm Proposal to review.
- At our next meeting we will bring forth a Presidential Profile to be reviewed and approved.
- The PSAC will work with Myers McRae to develop a timeline for the process of the Presidential Search.
- Also, next meeting we will bring a Charge to the PSAC for review and approval.
- We will be providing a Sunshine Workshop for Trustees in the future.

### **Interim President's Comments**

Dr. Jarrell provided the following report:

- CareerSource, a local Workforce Board, will be welcomed to our campus in the morning at 10:00 a.m. and will be housed on the Niceville Campus.
- We have 7 students who will be named to the All Florida Academic Team Wednesday in Tampa
- Student awards day is Wednesday at 3:00 p.m.
- On Facilities, the college is finishing up the College Police Department renovations.
- The old ROTC building is being renovated to house Softball Offices and other needed space for the Team.
- Student Affairs along with IT has launched "Degree Works" which will allow students access to review their degree programs, etc.
- Student Affairs staff are visiting local high schools and admitting and registering students on site.

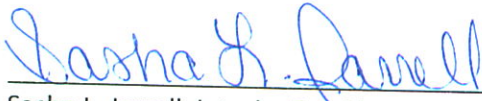
- The Summer/Fall Registration is underway at this point. We are capturing students before the semester ends to sign them up for both summer and fall classes.
- On May 20<sup>th</sup>, I will present to the State Board of Education the College's 2nd report associated with our Improvement Plan.
- BP Oil dollars. RESTORE dollars goes to local agencies. The TRIUMPH dollars go to the state. In order to apply for TRIUMPH dollars the agencies must partnership with an educational institution; thereby, we are getting invites to participate – but it will be up to the college on which ones we feel works in our college mission.
  - Looking at a Hospitality Program in Destin
  - Looking at a new AMP Program at the Crestview Airport
- The College goes through a full accreditation every ten years. Right we are working on our 5-year Interim Report which is due in September. I applaud the staff is working to pull this report together.
- Athletics: Our Softball Team is headed for State Tournament in Vero Beach and the Baseball Team is still playing for a place in the State Tournament.

## ANNOUNCEMENTS

1. April 22-23, 2016, 7:30 p.m., Dance Facets (NWFSC Production), The Mattie Kelly Fine and Performing Arts Theater Main Stage
2. April 28, 2016, 7:30 p.m., Show Choir Friends & Family, The Mattie Kelly Fine and Performing Arts Center Main Stage
3. May 7, 2016, 10:00 a.m. and 1:00 p.m. Graduation Ceremonies, The Arena
4. May 13, 2016, 7:30 p.m., NFSO Stars of Tomorrow, The Mattie Kelly Fine and Performing Arts Center Main Stage.
5. May 17, 2016, 3:00 p.m., NWFSC Board Budget Workshop, Building 400, Room 302
6. May 17, 2016, 4:30 p.m., Regular Meeting, NWFSC Collegiate High School Governing Board and the Board of Trustees, Building 400, Room 302

**ADJOURNMENT**

The meeting adjourned at 6:50 p.m.



Sasha L. Jarrell, Interim President  
Northwest Florida State College  
and Corporate Secretary



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