

Minutes
 Board of Trustees Meeting
 Niceville Campus
 Building 400, Morell Room 302
 August 20, 2019, 3:15 p.m.

Brian S. Pennington, Chairman
 Lori Kelley, Vice Chairman
 Shane Abbott
 Craig Barker
 Charlotte Flynt
 Reynolds Henderson
 Don Litke
 Rudy Wright
 Hayward Dykes, Board Attorney
 Dr. Devin Stephenson, President

Others present: Randy White, VP for Business Operations and Finance; Cristie Kedroski, VP for College Advancement; Nate Slaton, VP for Student Success; Deborah Kish, VP for Teaching and Learning; Pauline Anderson, Dean, Research, Analytics, and Planning; Jack Capra, General Counsel; Mike Erny, Dean, Career Education; Bill Allison; Director, Professional and Workforce Training; Mariam Dittmann, Executive Director, Institutional Effectiveness; Roberta Mackey, Executive Director, Human Resources; Cole Allen, CIO, Information Technology; Janice Henderson, Director, Learning Resources Center; Anthony Boyer, Principal, Collegiate High School; Chief Aaron Murray, Executive Director, Campus Safety and Security; Jo Culberson, Officer, NWF-Police Department; Jeff McGill, Director, Public Safety Department; Sam Renfro, Director, Grants Development; Dedria Lunderman, Director, Purchasing; Sam Jones, Director, Facilities; K.C. Williams, Chair, Humanities Department; Deidre Price, Director, Online Learning; Jessica Holley, Manager, Completion and Retention; Glenn Barfield, Director, Early Learning Programs; Jeanette Shires, Director, Mattie Kelley Arts Center; Ramsey Ross, Athletic Director; James Adams, Manager, Business Services; Dorian Busby, Navigator, Veterans Success Center; Julie Schrodt, Executive Assistant to the President

Call to Order	Brian S. Pennington, Chairman
Approval of Agenda	The Board of Trustees unanimously approved the Agenda as presented. (Motion: Flynt; Second: Kelley; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke).
Approval of Minutes	The Board of Trustees unanimously approved the Regular Meeting Minutes of June 18, 2019 (by prior electronic consent).
CONSENT AGENDA	The Board of Trustees unanimously approved the following items on the consent agenda (Motion: Henderson; Second: Wright; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke):

- Personnel Agenda
- Articulation Agreements
- Grants Development Listing
- Write-Off of Bad Debts
- Asset Retirement

ACTION AGENDA

Amended 2019-20 Budget

The Board of Trustees unanimously approved the following amendments to the 2019-20 College Budget, as presented. (Motion: Barker; Second: Kelley; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke):

- Include \$442,072 in state funding for revised performance funding measures
- Approve the transfer of \$1,738,239.40 from Fund 1 funds to Fund 8 to pay the 2019/20 Bank of America loan payment
- Raise base payment increase by 0.5% from 1.5% to 2.0% for employees who received a 3.0 or higher on their 2018-19 annual performance evaluation, retroactive to July 1, 2019.

ITB 2018-2019-03

The Board of Trustees unanimously approved ITB 2018-2019-03: Artificial Turf and Netting for Indoor Practice Facility, as presented. (Motion: Litke; Second: Kelley; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke).

Major Gifts

The Board of Trustees approved the Kay Litke Culinary Arts Greenhouse major gift, as presented. Due to a conflict of interest, Trustee Litke withheld his vote. (Motion: Wright; Second: Henderson; Voted For: Wright; Abbott, Barker, Flynt, Henderson, Kelley, Pennington; Recused: Litke).

Foundation Endowments

The Board of Trustees unanimously approved the following Scholarship Endowments, as presented. (Motion: Kelley; Second: Barker; Voted For: Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke; Pennington):

- Charlotte Arnold Fine Arts Endowment
- Chief Guy J. Wills, Jr. Firefighting Endowment

- Etta Stephenson Endowment
- AFC/Terry Comeau Endowment
- Saundra Daggs Music Endowment
- Twin Cities Woman's Club Endowment

INFORMATIONAL/DISCUSSION ITEMS

College Priority Update	Ms. Pauline Anderson, Dean, Research, Effectiveness, Analysis and Planning delivered a College Priority Update to the Board highlighting 2018-19 College performance related to established goals, as well as identifying planning priorities for 2019-20.
Board Policy: GP 21.00	The Board members reviewed newly-proposed Board Policy: GP 21.0: Receipt of Official Notification of Applicant/Student/Employee as Sexual Offender/Sexual Predator as presented.
Summer 2019 Textbook Report	The Board members reviewed the Summer 2019 Text book Report as presented.
Purchases over \$65,000	The Board members reviewed the Purchases over \$65,000 since July 1, 2019, not requiring Board approval as presented.
College Year-End Financials	The Board members reviewed the College's Year-End Statement of Revenues and Expenses, and the Investment Report (June 2019), as presented.
College Financial Reports	The Board members reviewed the College's monthly Statement of Revenues and Expenses, and the Investment Report for July 2019 as presented.
Trustee Liaison Updates	Trustee Litke provided a report on Foundation activities highlighting total fund balance valued at \$52,994,219, which is a net increase of \$1,611,837 over the previous year. The Major Gifts Campaign received 100% participation from the 33-member leadership team comprised of the Foundation Board and Board of Trustees. President Stephenson has held more than 40 individual stakeholder meetings to determine perceptions of the College and to gauge the level of interest of individuals regarding their assistance with the Major Gifts Campaign. The next phase of the campaign will target NWFSC Faculty and Staff as well as increasing leadership

awareness in the community through twelve to fifteen in-home social gatherings hosted by influential community partners. An improved Foundation website launched in early August with user-friendly online giving options for donors.

Trustee Liaison Updates (cont.) Trustee Wright noted that ISP activities were suspended for the summer and will resume with regular meetings beginning September 17, 2019.

Trustee Discussion Trustee members participated in a discussion focused on understanding the student registration process and how the Institution can continue to improve our services to students.

President's Report President Stephenson delivered the following report:

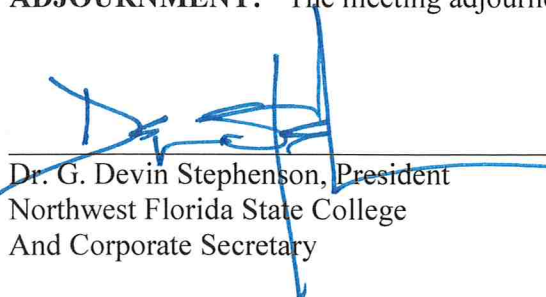
- June 19, The University of Louisville TRIO program visited Northwest Florida State College
- June 24, Inaugural President's Leadership Class 2018-2019 presented their group presentations and graduated
- June 26, NWFSC students competed in the SkillsUSA National Leadership and Skills Conference
- July 9, Northwest Florida State College Law Enforcement Academy graduated more than 20 future law enforcement personnel
- July 11, NWFSC Humanities Department performed Footloose as their summer student production
- July 12, Northwest Florida State College entered into a 2+2 agreement with the University of South Alabama at the Pathway USA ceremonial signing event
- July 25, NWFSC Culinary Program students held a Baking & Pastry Tasting Showcase, which garnered over 200 patrons
- July 29, Northwest Florida State College won the Blackboard Catalyst Award for Optimizing the Student Experience
- August 1, Temple University's Leadership Team toured Raider Central as a best practice for student services
- August 5, Wallace State Community College toured Raider Central as a best practice for student services
- August 7, the NWFSC Nursing Department held a BSN Nursing Pinning Ceremony

- August 8, Major General Donald Litke and his family donated \$150,000 to establish the Kay Litke Culinary Arts Greenhouse at Northwest Florida State College
- August 9, Northwest Florida State College hosted this month's Destin Chamber Business Before Hours at Lulu's in Destin, where Dr. Devin Stephenson launched the new 2019-2020 initiative SOAR: Strategic, On-Target, Accountable and Reaching
- August 14, Fall Convocation was a successful launch to our 2019-2020 academic year. We enjoyed keynote speaker Heather McGowan, and heard from many of our own staff, faculty and trustee members.
- Aug 15, President Stephenson met with Florida Commissioner of Education, Richard Corcoran in Pensacola to discuss early college programs and workforce development initiatives
- August 16, The College executed the agreement with Triumph Gulf Coast for \$2,763,716 to stand up Walton Works
- August 18, Raider Athletes were welcomed back to campus at the annual "Welcome Back BBQ" hosted by the Athletic Department
- Aug 19, NWFSC hosted the Florida Department of Economic Opportunity for a discussion about the future of Florida's economy

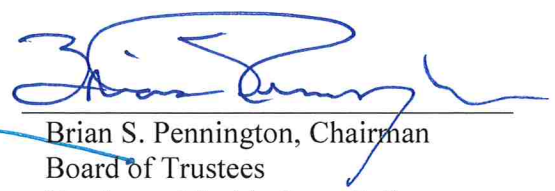
AROUND THE ROOM

Trustee Litke Maj Gen (ret) Litke thanked Sam Jones, Director of Facilities, and his team for their hard work toward the completion of the Indoor Practice Facility.

ADJOURNMENT: The meeting adjourned at 5:11 p.m.



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



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

Please note: Please be advised that if any person decides to appeal any decisions made by the Board of Trustees with respect to any matter considered at the above referenced meeting, a record of such proceedings will be needed, and for such purposes, it may be necessary to ensure the verbatim record of such proceedings.