

Minutes

Board of Trustees Meeting
 Niceville Campus
 Building 400, Morell Room 302
 September 17, 2019, 3:09 p.m.

Brian S. Pennington, Chair
 Lori Kelley, Vice Chair
 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; Ed Rosentel, Executive Director, Finance and Accounting; Anthony Boyer, Principal, Collegiate High School; Chief Aaron Murray, Executive Director, Campus Safety and Security; Jo Culberson, Officer, NWF-Police Department; Sam Renfro, Director, Grants Development; Stephanie Linard, Executive Director, Academic Records and Enrollment; Dedria Lunderman, Director, Purchasing; Sam Jones, Director, Facilities; K.C. Williams, Chair, Humanities Department; Deidre Price, Director, Online Learning; Dana Stephens, Chair, Math & Science Department; Julie Cotton, Director, Hospitality & Tourism Management and Culinary Programs; Layne Eggars, Director, Culinary Program; Bree Durham, Associate Registrar; Jessica Holley, Manager, Completion and Retention; Glenn Barfield, Director, Early Learning Programs; Jeanette Shires, Director, Mattie Kelley Arts Center; James Adams, Manager, Business Services; Ozzie Falk, Assistant Facilities Director, Physical Plant; Troy Roberts, Maintenance, Facilities; Chris Nida, Coordinator, Technical Arts; Tony Borella, Sound Engineer; LaTosha Pinckney, Director, Campus Engagement; Marley Veneszee, Campus Engagement Specialist; Jessica O'Neill, President, Student Government Association; Julie Schrod, 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: Barker; Second: Henderson; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke).

- SGA Report** Newly-elected SGA President, Jessica O'Neill, provided the SGA Report during which she outlined the group's priorities and activities for the upcoming semester. The NWFSC SGA chapter will host the Region 1 Retreat in October.
- Approval of Minutes** The Board of Trustees unanimously approved the Regular Meeting Minutes of August 20, 2019 with the following correction: designating Lori Kelley as the Vice Chair and Rudy Wright as a Trustee member (Motion: Flynt; Second: Abbott; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke).
- CONSENT AGENDA** The Board of Trustees unanimously approved the following items on the consent agenda (Motion: Flynt; Second: Kelley; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke):
- Personnel Agenda
 - Grants Development Listing
 - ITB 2019-2020-01 On-campus Greenhouse
 - Optional Retirement Plan Distributions
 - Asset Retirement Listing
- ACTION AGENDA**
- 2019-20 Catalog Changes** The Board of Trustees unanimously approved the changes to the 2019-20 College Catalog, as presented. (Motion: Henderson; Second: Litke; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke):
- 2018-19 Annual Textbook Affordability Report** The Board of Trustees unanimously approved the 2018-19 Annual Textbook Affordability Report, as presented. (Motion: Abbott; Second: Flynt; Voted For: Pennington, Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke).
- President's Incentive Compensation** The Board of Trustees approved the President to receive a one-time incentive compensation amount, as noted in his contract, equal to 84% of 15% of his base compensation (Motion: Litke; Second: Barker; Voted For: Wright, Barker, Flynt, Kelley, Pennington; Against: Abbott; Henderson).

- Request to Advertise: GP 21.00 The Board of Trustees unanimously approved advertising new Board Policy GP 21.00: Receipt of Official Notification of Applicant/Student/Employee as Sexual Offender/Sexual Predator, as presented. (Motion: Henderson; Second: Abbott; Voted For: Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke; Pennington)
- Negotiate Lease with Crestview Technology Park, LLC The Board of Trustees unanimously approved College leadership to negotiate a lease with Crestview Technology Park, LLC. (Motion: Henderson; Second: Abbott; Voted For: Wright; Abbott, Barker, Flynt, Henderson, Kelley, Litke; Pennington)

INFORMATIONAL/DISCUSSION ITEMS

- RaiderConnect Safety App Chief Aaron Murray, Executive Director, Campus Safety and Security demonstrated Northwest Florida State College's RaiderConnect Safety App that can be primarily used as a Mobile Blue Light for those needing immediate assistance from the NWFSC-Police Department.
- Purchases over \$65,000 The Board members reviewed the Purchases over \$65,000 since August 20, 2019, not requiring Board approval as presented.
- College Financial Reports The Board members reviewed the College's monthly Statement of Revenues and Expenses, and the Investment Report for August 2019 as presented.
- Trustee Liaison Updates Trustee Litke provided a report on Foundation activities highlighting Major Gifts Campaign progress. The NWFSC Faculty and Staff Campaign is well underway with a goal of 100% participation. Leadership Awareness Social events hosted by friends of the College will begin to take place in October. To date, the Major Gifts Campaign can account for \$4.1 million dollars in pledges.
- Trustee Wright noted that ISP kicked off the new year on September 17, 2019 and thanked Dr. Stephenson for providing the keynote speech in which he provided a college update and outlined the upcoming academic year's Priorities: SOAR – Strategic, On-Target, Accountable, and Reaching.

Board of Trustee Self-Evaluation The Board members reviewed the Annual Survey Results, as presented, and discussed a stream-lined process going forward.

Chairman's Comments Chairman Pennington encouraged all Trustee members to make reservations with the President's Office to eat lunch at NWFSC's new pop-up restaurant, *Seagrass*, that is fully staffed by the College's Culinary Program.

He also reminded the Trustee members that the October Board meeting will be held at the Fort Walton Beach Campus and there will be a Board Workshop beginning at 1:30pm on November 19, 2019 to review Sunshine Laws and Ethics.

President's Report President Stephenson delivered the following report:

- August 20, Northwest Florida State College received pledges for the following endowments: Charlotte Arnold Fine Arts Scholarship Endowment; Etta Stephenson Scholarship Endowment; and Chief Guy J. Wills Jr Firefighter Scholarship Endowment
- August 21, NWFSC's first EMT Hybrid Program graduated 16 local first responders
- August 23, The President's Leadership Academy 2020 kicked off with 15 emerging leaders from the College.
- August 23-27, Northwest Florida State College's MKEI presented at the Florida Lake Management Society Symposium, where NWFSC MKEI Environmental Technician was awarded 2nd place student paper award
- August 28, President Stephenson met in Tallahassee as a selected member of the National Association for Community College Entrepreneurship (NACCE) Higher Education Task Force to discuss design thinking and the future of higher education
- August 29, Northwest Florida State College attended the Okaloosa County TEcMEN Industry Day
- August 29, NWFSC Foundation held its annual Board Installation and Recognition Reception and welcomed Jeff McGinnis as the incoming board chair
- September 3, President Stephenson welcomed leadership from Eglin Air Force Base and 3,400 active duty Air Force members on campus for BG Scott Cain's "Commander's Call"
- September 3, NWFSC's Chapter of Phi Theta Kappa inducted 34 new students

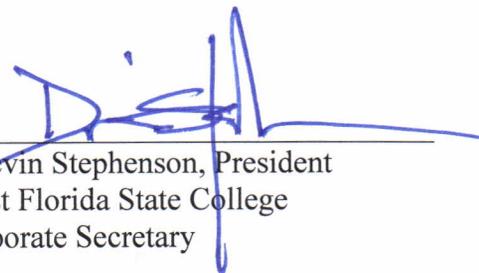
- September 5, The NWFSC President's Circle had Breakfast with the President
- September 5, College leadership met with Vertex Aerospace to discuss partnering
- September 10, NWFSC hosted Veterans Florida's monthly meeting
- September 10, President Stephenson delivered the keynote speech to the incoming 2019-2020 Leadership Okaloosa class
- September 11, Approximately 1,000 middle and high school students attended College Night in the Arena
- September 12, NWFSC Culinary Program launched Seagrass, a French-inspired pop-up restaurant serving lunch through the Fall semester

AROUND THE ROOM

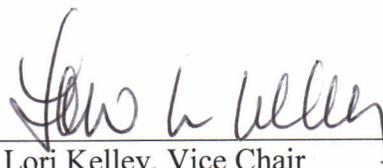
Trustee Wright Maj Gen (ret) Wright stressed the importance of the work that College leaders are accomplishing. He also thanked President Stephenson for the invitation to Convocation and the opportunity to hear the keynote speaker, future of work strategist, Heather McGowan.

Trustee Kelley Trustee Kelley applauded Dr. Stephenson for the progress Northwest Florida State College has made the past two years under his leadership.

ADJOURNMENT: The meeting adjourned at 5:06 p.m.



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



Lori Kelley, Vice Chair
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.