

Minutes  
 Board of Trustees Meeting  
 Virtual Meeting  
 September 15, 2020, 3:10 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: Anthony Boyer, Dean of College Pathways/Principal, Collegiate High School; Jeanette Shires, Director, Mattie Kelly Arts Center; Deidre Price, Interim VP of Academic Affairs; Roberta Mackey, Executive Director of Human Resources; Pauline Anderson, Dean of Institutional Research, Analysis & Planning; Charlotte Kuss, Dean of Health Sciences, Wellness & Public Safety; Dana Stephens, Dean of Arts & Sciences; Sam Renfroe, Executive Director of Grant Development; Nate Slaton, VP of Student Success; Randy White, VP of Business Operations and Finance; Cristie Kedroski, Senior Vice President; Julie Schrodtt, Executive Director of Strategic Communications; Cole Allen, Chief Information Officer; Michael Erny, Dean of Advanced Technology, Business & Engineering; Mariam Dittmann, Executive Director of Institutional Effectiveness; Bill Allison, Director of Workforce Development/ABE & Continuing Education; Melissa Wolf-Bates, Executive Assistant to the President; Mariam Dittmann, Executive Director of Institutional Effectiveness; Dedria Lunderman, Director of Purchasing; Ramsey Ross, Athletic Director; Kristen "KC" Williams, Instructional Design & Technologies; Mike Griffith, Correspondent for The Bay Beacon

Call to Order	Brian S. Pennington, Chairman
Approval of Agenda	The Board of Trustees unanimously approved the Agenda, as presented. (Motion: Kelley; Second: Henderson; Voted For: Pennington, Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke).
Approval of Minutes	The Board of Trustees unanimously approved the Regular Meeting Minutes of August 18, 2020 with the following amendment: Under President's Incentive Compensation, Don Litke made the motion and did not recuse himself from the vote. (Motion: Litke; Second: Henderson; 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: Henderson; Second: Wright; Voted For: Pennington, Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke):

- Personnel Agenda
- Grants Development Listing
- Asset Retirement

**ACTION AGENDA**

## Request to Advertise

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

- HR 1.00: Employment Provisions
- HR 24.00: Sexual Abuse/Violence Prevention/Title IX

RFP 2019-2020-03  
Banking Services

The Board of Trustees unanimously approved to award RFP 2019-2020-03 to BBVA for a six year term commencing on October 1, 2020, as presented. (Motion: Kelley; Second: Henderson; Voted For: Pennington, Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke).

RFQ 2019-2020-01 Architectural  
Design Services Building 420

The Board of Trustees approved to award RFQ 2019-2020-01 to Architectural Design Services, as presented (Motion: Flynt; Second: Abbott; Voted For: Wright, Abbott, Barker, Flynt, Henderson, Kelley, Pennington, Litke)

CHS Compliance with State Statute  
on Increased Teacher Salaries

The Board of Trustees unanimously approved the plan to ensure CHS Compliance with State Statute on Increased Salaries, as presented. (Motion: Henderson; Second: Kelley; Voted For: Pennington, Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke):

Special Voluntary Separation  
Incentive

The Board of Trustees unanimously approved the Special Voluntary Separation Initiative, as presented. (Motion: Kelley; Second: Litke; Voted For: Pennington, Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke):

Revised 2020-2021 Academic  
Calendar

The Board of Trustees unanimously approved the Revised 2020-2021 Academic Calendar to move Spring Break to April 19-23, 2021, as presented. (Motion: Henderson; Second: Abbott; Voted For: Pennington, Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke):

## **INFORMATIONAL/DISCUSSION ITEMS**

College Spotlight: SACSCOC  
Reaffirmation

The Board members reviewed a presentation by Dr. Slaton on the SACSCOC Reaffirmation process and the upcoming Decennial Reaffirmation of Accreditation Committee Visit, as presented.

2020-21 College Organizational  
Charts

The Board members reviewed 2020-21 College Organizational Charts, as presented.

2020 Annual Textbook  
Affordability Report

The Board members reviewed the 2020 Annual Textbook Affordability Report, as presented.

Purchases over \$65,000 Not  
Requiring Board Approval

The Board members reviewed the Purchases over \$65,000 Not Requiring Board Approval, as presented.

College Monthly Financial Reports

The Board members reviewed the College's monthly Statement of Revenues and Expenses, and the Summary Data for August 2020, as presented.

Chairman's Comments

Chairman Pennington acknowledged Dr. Mariam Dittmann in reference to her position as SACSCOC Administrative Liaison and contributions to the upcoming SACSCOC review.

President's Report

President Stephenson delivered the following report:

- August 19, First Day of Class for Fall 2020
- August 21, Zoghby Learning Commons Established with a generous pledge of \$500,000 from the Guy and Judy-ann Zoghby Family Fund
- August 25, Raider Athletics Indoor Practice Facility opened with a ribbon cutting ceremony

- August 28, New Faculty Breakfast welcomed new faculty to campus
- September 3, Dr. Victoria Stewart, Assistant Professor of History, received a pop-up display from the U.S. National Archives in response to her essay “Rightfully Hers,” which focused on the ratification of the 19<sup>th</sup> Amendment in 1920
- September 9, Dr. Stephenson was the keynote speaker at the September Walton Chamber Power of Business Luncheon where he shared the College’s impact on Walton County and the 2020-2023 NWFSC Engage Strategic Plan
- September 10, Seagrass Restaurant held their soft opening on September 10 and will begin lunch service on September 17
- September 11, Dr. Stephenson and members of the leadership team held a Supervisors Seminar, which covered the College’s redesigned leadership model (President’s Strategy Circle), updated employment processes and the upcoming SACSCOC reaffirmation of accreditation virtual onsite visit
- Infrastructure Update: Walton Works Training Center of Excellence, structural buildings in place and construction progressing on track
- Infrastructure Update: Kay Litke Culinary Arts Greenhouse, exterior building and landscape complete and will be ready for planting in early October

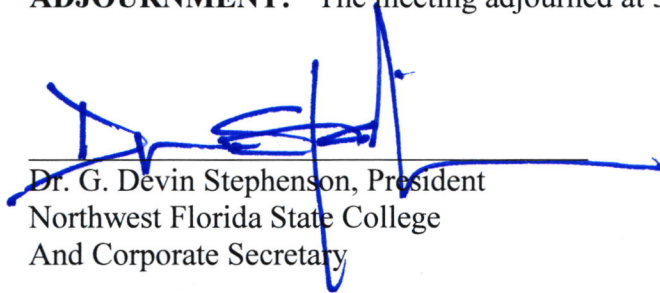
## **AROUND THE ROOM**

Trustee Abbott	Mr. Abbott inquired about holding a briefing in regards to SACSCOC.
Trustee Barker	Mr. Barker requested clarification on the decision to discontinue the lobbying contract. Dr. Stephenson clarified, former Speaker of the House and current Commissioner of Education Richard Corcoran asked for the opportunity to advocate on behalf of the Florida College System for a united front versus each college lobbying individually. NWFSC complied with Commissioner Corcoran’s request and will work within his advocacy plan for the upcoming legislative session. Dr. Stephenson will be more active working with the local legislative delegation.
Trustee Flynt	Ms. Flynt recognized Jeannette Shires for the Arts Center events and recommended doing more to highlight the American flag at events around the College.
Trustee Henderson	Mr. Henderson recounted a meeting with DeFuniak Springs City Council members and their excitement over coming programs and meeting Bill Allison recently.

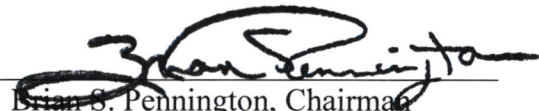
Trustee Litke

Maj Gen (ret) Litke recognized Julie Schrodt and team for the work on Convocation and the grand opening of the Indoor Practice Facility.

**ADJOURNMENT:** The meeting adjourned at 5:20 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.