

Minutes
 Board of Trustees Meeting
 Niceville Campus
 Building 400, Morell Room 302
 January 19, 2021, 3:14 p.m.

Lori Kelley, Acting Chair
 Shane Abbott
 Craig Barker
 Charlotte Flynt
 Graham Fountain
 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, AVP of Research and Assessment; Charlotte Kuss, Dean of Health Sciences, Wellness & Public Safety; Sam Renfro, Executive Director of Grant Development; Randy White, VP of Business Operations and Finance; Cristie Kedroski, Senior Vice President; Julie Schrodt, Executive Director of Strategic Communications; Michael Erny, Dean of Advanced Technology, Business & Engineering; Mariam Dittmann, Executive Director of Institutional Effectiveness; Melissa Wolf-Bates, Executive Assistant to the President; Ramsey Ross, Athletic Director; Kristen "KC" Williams, Instructional Design & Technologies; Aaron Murray, Executive Director of Campus Safety/Chief of Police; Anthony Borella, Sound Engineer; Christopher Nida, Coordinator-Technical Services Arts Center; Gillian Gordon, Grants Management Coordinator; Shiri Brandenburg, Foundation Accountant & Operations Manager; Katherine St. Onge, Director of Purchasing; Whitney Rutherford, AVP/General Counsel; Jo Culberson, Campus Police Office Supervisor/Sergeant; Michael Pyle, Senior Research Analyst; Dana Stephens, Dean of Arts & Sciences/Director of Mattie Kelly Environmental Institute; Sam Jones, Director of Facilities; Brian Pennington, Community Member

Call to Order	Lori Kelley, Acting Chair
Approval of Agenda	The Board of Trustees unanimously approved the Agenda, as presented (Motion: Litke; Second: Flynt; Voted For: Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke; Absent: Fountain).
Approval of Minutes	The Board of Trustees unanimously approved the Regular Meeting Minutes of November 17, 2020 (by prior electronic consent).

CONSENT AGENDA

The Board of Trustees unanimously approved the following items on the consent agenda (Motion: Henderson; Second: Abbott; Voted For: Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke; Absent: Fountain):

- Personnel Agenda
- Grants Development Listing
- Asset Retirement Listing

ACTION AGENDA

Board Resolution:
Brian Pennington

The Board of Trustees unanimously approved Board Resolution FY #21-01 for Brian Pennington, as presented. (Motion: Litke; Second Henderson; Voted For: Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke; Absent: Fountain).

Organization of the Board

The Board of Trustees elected the following Chairman and Vice Chairman for the CHS Governing Board and NWFSC Board of Trustees for the remaining 2020-21 Fiscal Year.

- Chair: Lori Kelley
- Vice Chair: Shane Abbott

Request to Advertise Board Policies: HR 7.00 and HR 12.00

The Board of Trustees unanimously approved the Request to Advertise Board Policies: HR 7.00: Retiree Definitions and Benefits (revision) and HR 12.00: Employee Schedules (revision), as presented. (Motion: Barker; Second Henderson; Voted For: Wright, Abbott, Barker, Flynt, Henderson, Kelley, Litke; Absent: Fountain).

INFORMATIONAL/DISCUSSION ITEMS

Forthcoming Board Policies

The Board members reviewed the Forthcoming Board Policies: BS 18.00: Fee Waivers for Active Duty Military (revision), FG 6.00: Delegation for Approval for Construction Change Orders, SS 7.00: Institutional Compliance for Military Tuition Assistance, and TL 14.00: Employment Contract for Full-time Faculty (revision), as presented. The Board asked for additional language referencing ratification by the Board to be included in FG 6.00.

College Monthly Financial
Reports

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

Operational Audit Update	The Board members reviewed a presentation by Mr. White reviewing the progress of resolutions of findings from the 2019 Operational Audit.
Purchases over \$65,000 Not Requiring Board Approval	The Board members reviewed the Purchases over \$65,000 Not Requiring Board Approval from November 1 through December 17, as presented.
College Monthly Financial Reports	The Board members reviewed the College's monthly Statement of Revenues and Expenses, and the Summary Data for October 2020, as presented.
Chair's Comments	Ms. Anderson reviewed the results of the Quarterly Board Self-Assessment. Ms. Kelley assigned members to the Student Housing Ad Hoc Committee (Maj Gen (ret) Wright, Ms. Flynt and Mr. Henderson) and to the Advocacy Ad Hoc Committee (Ms. Flynt and Mr. Fountain). The Board also agrees to cancel the April 20, 2021 meeting due to the conflict with Spring Break.
President's Report	<p>President Stephenson delivered the following report:</p> <ul style="list-style-type: none"> ○ November 19, NWFSC Physical Therapist Assistant program was granted Candidacy for Accreditation Status by CAPTE. ○ November 20, President's Leadership Academy was treated to a Leadership Best Practices seminar with guests Dr. Pat Sims, Dr. Jay Allen, and Dr. Michael Heindl ○ November 30, Ms. Eileen Arpke established The Eileen H. Arpke Faculty Excellence Award with a \$20,000 endowment with the NWFSC Foundation. ○ December 2, the grand opening of the Kay Litke Culinary Arts Greenhouse was celebrated with a ribbon cutting ceremony, complete with hors d'oeuvres from our Culinary Arts program. ○ December 7, Commissioner Mel Ponder hosted the first Mission Okaloosa Summit on Education and Workforce Development on the Niceville campus. ○ December 4 & 5, the Fall Pinning Ceremonies were held for Teach Education and Nursing. ○ December 8, the Voices of Northwest Florida visited donors & Trustees to spread holiday cheer with Christmas carols. ○ December 11, the College held its annual Holiday Pops Concert with conductor finalist Kellen Gray.

- December 16, Bernard Johnson of Gulf Power presented the College with a \$30,000 donation to support our Veterans Success Center.
- December 17, President's Leadership Academy collected holiday meal donations for Shelter House as part of their class service project.
- January 8, the Fort Walton Beach Chamber of Commerce held its annual Board Installation during the January First Friday Coffee with Dr. Stephenson being newly installed as a board member.
- January 11, Spring 2021 is off and running and the College debuted a fast-track, 12-week Bonus Term that begins on February 5.
- College Trustee Charlotte Flynt served as a Florida Electorate in the recent Presidential Election.
- Campus police utilize a skylight donated by Florida State University to monitor vaccination efforts on our Niceville campus and Dr. Stephenson greeted Governor DeSantis while in Niceville for the Publix vaccination announcement.
- Infrastructure Update: Walton Works Training Center of Excellence welding bays are complete and Fire Training Facility fire tower is progressing.
- Infrastructure Update: Aviation Center of Excellence, much progress is happening at the Crestview Technology Air Park.
- Coming Soon: NFSO – Remember When Rock Was Young featuring Elton John tribute Artist Craig A. Meyer and guest conductor Jason Altieri on January 23.
- Coming Soon: NFSO – Stars of Tomorrow: An Evening at the Opera with guest conductor Jeffrey Rink on February 13.
- Coming Soon: a review of upcoming Raider Athletic events.
- Dr. Stephenson reviewed the 2021 Legislative Plan and Goals.

AROUND THE ROOM

Trustee Kelley	Ms. Kelley reiterated her thanks appreciation for the service of Mr. Pennington.
Trustee Litke	Maj Gen (ret) Litke thanked Mr. Pennington for his mentorship and wished him the best of luck.
Trustee Abbott	Mr. Abbott thanked Mr. Pennington for his service.

Trustee Fountain Ms. Kelley is honored to have the opportunity to be here.

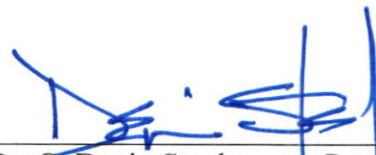
Trustee Wright Maj Gen (ret) thanked Mr. Pennington and lightheartedly recommended building a statue in his honor.

Trustee Henderson Mr. Henderson recommended working on an identity for the South Walton Center this coming year.

Trustee Barker Mr. Barker welcomed Mr. Fountain to the Board and commended Mr. Pennington for everything he has done.

Trustee Flynt Ms. Flynt expressed her appreciation for Mr. Pennington's knowledge.

ADJOURNMENT: The meeting adjourned at 5:23 p.m.

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