

Minutes  
 Board of Trustees Meeting  
 Niceville Campus  
 Building 400, Morell Room 302  
 March 23, 2021, 3:06 p.m.

Lori Kelley, Chair  
 Shane Abbott, Vice Chair  
 Charlotte Flynt  
 Graham Fountain  
 Reynolds Henderson  
 Don Litke  
 Rudy Wright  
 Hayward Dykes, Board Attorney  
 Dr. Devin Stephenson, President

Absent: Craig Barker

Others present: Anthony Boyer, Dean of College Pathways/Principal, Collegiate High School; Jeanette Shires, Director, Mattie Kelly Arts Center; Deidre Price, 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 Renfroe, 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; Melissa Wolf-Bates, Executive Assistant to the President; 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; Shiri Brandenburg, Foundation Accountant & Operations Manager; Katherine St. Onge, Director of Purchasing; Whitney Rutherford, AVP/General Counsel; Dana Stephens, Dean of Arts & Sciences/Director of Mattie Kelly Environmental Institute; Cole Allen, Chief Information Officer; Paul Johnson, Executive Director of Workforce Development and Continuing Education; Stephanie Linard, Executive Director of Academic Record & Enrollment; Heather Dietzold, Director of K-12 Partnerships

Call to Order

Lori Kelley, Chair

Approval of Agenda

The Board of Trustees unanimously approved the Agenda, as amended to add Evaluation Committee Recommendation RFP 2020-2020-01 Grant Evaluator to the Action Agenda. (Motion: Flynt; Second: Litke; Voted For: Wright, Abbott, Flynt, Henderson, Kelley, Litke, Fountain).

**CONSENT AGENDA**

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

- Regular Meeting Minutes, February 16, 2021
- Student Housing Ad Hoc Committee Meeting Minutes, February 22, 2021
- Special Meeting Minutes, March 17, 2021
- Personnel Agenda
- Articulation Agreements
- Grants Development Listing
- Asset Retirement Listing
- Annual Equity Update 2020-2021

**ACTION AGENDA**

Board Policy: BS 18:00 Fee  
Waivers for Active Duty Military  
(revision)

The Board of Trustees unanimously approved Board Policy BS 18.00, as presented. (Motion: Fountain; Second: Henderson; Voted For: Wright, Abbott, Flynt, Henderson, Kelley, Litke, Fountain).

Board Policy: FG 6.00 Delegation  
Of Approval for Construction  
Change Orders

The Board of Trustees approved Board Policy FG 6.00, as presented. (Motion: Henderson; Second: Wright; Voted For: Wright, Abbott, Henderson, Kelley, Litke, Fountain; Voted Against: Flynt).

Board Policy: SS 7.00  
Institutional Compliance for  
Military Tuition Assistance

The Board of Trustees unanimously approved Board Policy SS 7.00, as presented. (Motion: Wright; Second: Litke; Voted For: Wright, Abbott, Flynt, Henderson, Kelley, Litke, Fountain).

Request to Advertise

The Board of Trustees unanimously approved the request to advertise the following Board Policy, as presented (Motion: Flynt; Second: Henderson; Voted For: Wright, Abbott, Flynt, Henderson, Kelley, Litke, Fountain):

- HR 10.00: Suspension, Terminations, or Resignations (revision)

2021-22 Academic Catalog

The Board of Trustees unanimously approved the 2021-22 Academic Catalog, as presented. (Motion: Litke; Second: Henderson; Voted For: Wright, Abbott, Flynt, Henderson, Kelley, Litke, Fountain):

Evaluation Committee  
Recommendation RFP  
2020-2020-01 Grant Evaluator

The Board of Trustees unanimously approved the awarding of RFP 2020-2020-01 Grant Evaluator to WestEd, as presented. (Motion: Abbott; Second: Wright; Voted For: Wright, Abbott, Flynt, Henderson, Kelley, Litke, Fountain):

## INFORMATIONAL/DISCUSSION ITEMS

College Courtyard Apartments  
Update

Ms. Rutherford provided and update on the College Courtyard Apartments and Mr. White provided the Board members an update on on-campus housing study and potential contractors to consult. Ms. Kelley announced Maj Gen Wright has agreed to serve as chair for the Student Housing Committee.

Forthcoming Board Policies

The Board members reviewed the Forthcoming Board Policy: BS 11:00: Fraud.

Operational Audit Update

The Board members reviewed a presentation by Mr. White reviewing the progress of resolutions of findings from the 2019 Operational Audit.

College Monthly Financial  
Reports

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

Purchases over \$65,000 Not  
Requiring Board Approval

The Board members reviewed the Purchases over \$65,000 Not Requiring Board Approval from February 1 through February 26, as presented.

Chair's Comments

Chair Kelley reminded the Trustees there is no meeting in April, but to be on the lookout for the quarterly Board Self-Assessment, and Commencement will be in person on May 8, 2021. Ms. Schrodt added these ceremonies will be hybrid starting at 9:00 a.m. with prerecorded ceremony streaming at 8:00 a.m.

President's Report

President Stephenson delivered the following report:

- February 17, NWFSC Chapter of Phi Theta Kappa earns the prestigious 5-Star Chapter Award for the third consecutive year and earned a spot in the Top 100 Chapters in the Nation
- February 18, Celebrated the grand opening of the Walton Works Training Center of Excellence with college and community leadership

- February 19, Accepted a \$5,000 donation from the All Sports Association with guest speaker Herschel Walker and All Sports Association President Don Collins
- February 19, NWFSC received the Military Friendly School Bronze Designation for 2021-2022
- February 23, Announced new programs in Med Lab Tech, Physical Therapist Assistant, Professional Pilot Tech and Aviation Airframe Mechanic
- February 24, NWFSC Welding received new weld jackets from The Systems Group
- February 26, Dr. Ed Meadows and Dr. Larry Ferguson spoke with PLA on the many issues facing community college leaders in today's higher education environment.
- March 11, Dottie Blacker increased her overall giving to NWFSC to nearly \$800,000 after a \$40,000 donation to the Aviation Center of Excellence in Crestview
- March 12, NWFSC supervisors spent the afternoon in professional development with presentations from College personnel and external speakers at the annual Executive Leadership Retreat
- March 12, NWFSC faculty spent the day learning new tactics for implementing active & engaged learning in a faculty forum
- March 19, Presented and toured the Walton Works project to administrators from Wallace Community College in Dothan, Alabama
- Our Niceville Campus is serving as a COVID-19 vaccine distribution point in partnership with the Okaloosa County Department of Health with support from our Campus Safety and Security Department
- Infrastructure Update: Aviation Center of Excellence, much progress is happening at the Crestview Technology Air Park
- Lady Raiders Basketball Head Coach, Bart Walker, named Head Coach of the Year. Lady Raiders Basketball Ball Team ranked number 2 in the NJCAA Rankings
- Eileen Arpke donated a new scoreboard for the Raiders softball field
- Coming Soon: Band of Revival at the Niceville Campus Amphitheater on March 25
- Coming Soon: NFSO – Just Another Variation with conductor search finalist Glen Cortese on April 10
- Coming Soon: A review of upcoming Raider Athletic events

**AROUND THE ROOM**

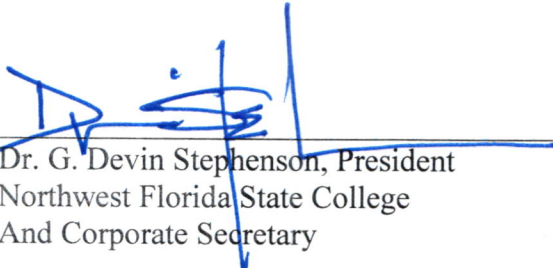
Trustee Abbott      Mr. Abbott thanked everyone for their great work.

Trustee Henderson      Mr. Henderson expressed how glad he was to be there.

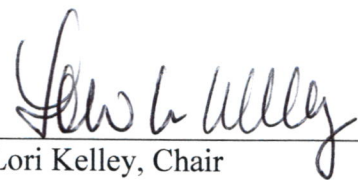
Trustee Fountain      Mr. Fountain is excited things are going well in Tallahassee and asked everyone to keep elected officials in their thoughts and prayers.

Trustee Flynt      Ms. Flynt is happy to see the progress being made with regards to the student housing situation.

**ADJOURNMENT:** The meeting adjourned at 4:39 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.