

Minutes
 Board of Trustees Meeting
 Niceville Campus
 Building 400, Morell Room 302
 November 16, 2021, 3:10 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

Others present: Cristie Kedroski, Senior Vice President; Randy White, Vice President of Business Operations and Finance; Deidre Price, Vice President of Academic Affairs; Pauline Anderson, Associate Vice President of Research and Assessment; Whitney Rutherford, Associate Vice President/General Counsel; Sam Renfroe, Executive Director of Grant Development; Michael Erny, Dean of Career & Technical Education; Paul Johnson, Executive Director of Workforce Development; Dana Stephens, Dean of Arts & Sciences/Director of Mattie Kelly Environmental Institute; Jeanette Shires, Director Mattie Kelly Arts Center; Roberta Mackey, Executive Director of Human Resources; Charlotte Kuss, Dean of Health Sciences, Wellness and Education; Ramsey Ross, Athletic Director; Aaron Murray, Executive Directive of Campus Safety/Chief of Police; Chris Stowers, Executive Director NWFSC Foundation; Melissa Wolf-Bates, Executive Assistant to the President; Edward Rosentel, Executive Director of Finance & Accounting; Stephanie Linard, Executive Director of Academic Records & Enrollment; Rhonda Springfield, Director of K-12 Partnerships; Scottie Smith, Director of Welding Technology; Harper May, Welding Student; Aimee Watts, Executive Director of Financial Planning & Scholarships; Jeffrey McGill, Director of Public Safety Training Center; Heather Dietzold, Executive Director of Student Success Navigation; Anthony Boyer, Dean of College Pathways/Principal of Collegiate High School; Katherine St. Onge, Director of Purchasing; Donny Weese, Technology Support Specialist; Patrick McCarthy, Seaside School Foundation President; Shannon Widman, Seaside School Foundation Director; Ken Artin, Partner, Bryant Miller Olive, P.A. (via phone)

Call to Order

Lori Kelley, Chair

Approval of Agenda

The Board of Trustees approved the Agenda, as amended for good cause, to add CHS Program Contract with Okaloosa and Walton County School Districts (previously removed from the CHS agenda) to B12 as it must be approved by the Board of Trustees (Motion: Fountain; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).

The Board of Trustees approved the Agenda, as amended for good cause, to move A3 Grants Development Listing to C5 for further discussion (Motion: Abbott; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).

CONSENT AGENDA

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

- Regular Meeting Minutes, October 19, 2021
- Personnel Agenda
- Asset Retirement Listing

ACTION AGENDA

Northwest Florida State College
Capital Corporation

The Board of Trustees approved the Resolution, which states the Board approves the development of on-campus student housing; finds that establishing the DSO is consistent with the College's mission; approves the establishment of the DSO; and authorizes and directs College staff to take all necessary actions to incorporate and establish the DSO for the purpose described in enclosed Exhibits and amended to include members shall serve four year terms (Motion: Abbott; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).

Site Approval for Seacoast -
NWFSC Partnership at South
Walton

The Board of Trustees approved the site delineated in Exhibit C that is adjacent to the existing South Walton facilities, as presented. The Board of Trustees provisionally approved the site delineated in Exhibit C featuring the southeast portion of the site, contingent upon presentation of site studies showing the viability of building on the southern portion of the property (Motion: Abbott; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).

Foundation Audit and IRS
Form 990

The Board of Trustees approved the FY 2021 Audited Financial Statements and IRS Form 990, as presented (Motion: Fountain; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).

Foundation Direct Support
Organization (DSO)
Certification

The Board of Trustees approved the DSO Audit Review Checklist, as presented (Motion: Fountain; Second: Litke; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).

Foundation Board – Investment Policy Revision GP #5.0	The Board of Trustees approved the changes to Foundation Board Policy 5.0 – Investment Policy, as presented (Motion: Flynt; Second: Abbott; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).
New Foundation Endowments	The Board of Trustees approved the Purple Heart Endowment Agreement, the Albert Nyquist Scholarship Agreement, the Janice C. Eichorst Scholarship Agreement, and the ERA American Real Estate Endowment Agreement, as presented (Motion: Fountain; Second: Flynt; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).
New Program – Transit Technician – Levels 1, 2, and 3	The Board of Trustees approved the Transit Technician Program, as presented (Motion: Flynt; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).
2021-2022 Catalog Update – Civic Literacy Competency	The Board of Trustees approved the revised Catalog language to reflect Civic Literacy Competency requirement changes currently in effect, as presented (Motion: Flynt; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).
Dual Enrollment Scholarship Program	The Board of Trustees approved the amended articulation agreements in support of the Dual Enrollment Scholarship Program, as presented (Motion: Flynt; Second: Abbott; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).
Walton County Fire Training Tower Lease	The Board of Trustees approved the terms of the lease, as presented, and authorizes the President to sign and take all other necessary action to effectuate the terms of the lease (Motion: Henderson; Second: Fountain; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).
One-Time Lump Sum Payment to Full-Time Employees – December 2021	The Board of Trustees approved a one-time lump sum payment to full-time employees in December 2021, as presented (Motion: Henderson; Second: Litke; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).
CHS Program Contracts with Okaloosa and Walton County School Districts	The Board of Trustees approved the 2022-2023 Collegiate High School Program Contracts with the Okaloosa and Walton County School Districts, as presented (Motion: Litke; Second: Henderson; Voted For: Abbott, Flynt, Fountain, Henderson, Kelley, Litke, Wright).

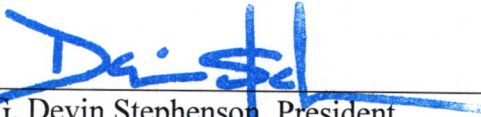
INFORMATIONAL/DISCUSSION ITEMS

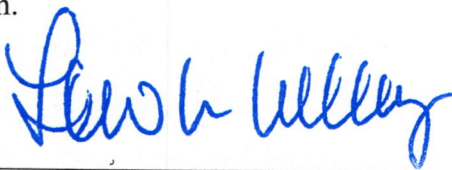
Department Spotlight: The Center of <i>Career Education</i> Excellence	The Board members reviewed a presentation regarding Career Education highlighting workforce programs and opportunities.
College Monthly Financial Reports	The Board members reviewed the College Monthly Financial Reports, as presented.
Purchases over \$65,000 Not Requiring Board Approval	The Board members reviewed the Purchases over \$65,000 Not Requiring Board Approval from October 1 – October 31, as presented.
Procurement Listing and Item(s) for Review	The Board of Trustees reviewed the Procurement Listing and Item(s) for Review, as presented.
Grants Development Listing	The Board of Trustees reviewed the Grants Development Listing, as presented.
Trustee Liaison Report	<p>Trustee Litke provided a report on Foundation activities highlighting the total fund balance valued at \$63,848,924. Total Revenues were \$6,557,190 and Total Expenses were \$4,421,647 for a net increase in the fund balance of \$2,135,543. Combined total holdings of the Merrill Lynch EMA and Vanguard Wellington accounts were \$63,103,041.</p> <p>The Foundation has decided to terminate the contract with the Armistead Group effective October 11, 2021.</p> <p>President's Circle membership is up to 57 members. A minimum donation of \$500 is all it takes to become a member of the President's Circle.</p> <p>Reminder: the Zogbhy Learning Commons Reception is on November 30th at 11:30 a.m.</p>
Chair's Comments	Chair Kelley reminded the Board members to prepare for the Board Self-Assessment as Trustees Litke and Wright will be meeting to review the questions on the survey in December.
President's Report	<p>President Stephenson delivered the following report:</p> <ul style="list-style-type: none"> ○ October 20, Raider Life hosted the Fall Festival.

- October 20, The welding program received a Gold Level endorsement for the second year in a row from Central Gulf Coast Industrial Alliance. This rating was based on employer surveys and an industry confidence index.
- October 21, Local high school guidance counselors were invited to the Niceville campus for breakfast and to be provided training on dual enrollment.
- October 22, Raider Athletics hosted the Raider Golf Tournament at Rocky Bayou Country Club and Raised over \$18,000.
- October 26, Dr. Stephenson attended the One Okaloosa – Economic Development Council Board Installation.
- October 28, Dr. Stephenson presented a keynote address to the Republican Club of Okaloosa County.
- October 29, The Center for Innovative Teaching & Learning held a faculty tour and QEP activity.
- October 23, NFSO Halloween Spooktacular Concert at MKAC was a show not to be missed.
- October 28, NWFSC faculty and staff participated in a Halloween costume contest.
- October 29, Raider Club hosted their Welcome event so members could pick up passes and while the Men's Basketball played Faulkner University.
- November 1, Gulf Power Foundation presented the College with a check for \$30,000 to support our Veterans Success Center. This is the fourth installment of a five-year \$150,000 pledge.
- November 5, The Student Advisory Board made a visit to Tallahassee.
- November 5, NWFSC enhanced the student registration process with the launch of Self-Service Banner 9.
- Dr. Stephenson provided several keynote addresses in November: November 1 – Philanthropic Educational Organization (PEO) and November 9 Estate Planning Council of the Emerald Coast
- November 12, Dual Enrollment Pre-Flight Breakfast hosted for local area high students and their parents at the College for an information session about the dual enrollment program.
- Dr. Stephenson shared the new welding billboards that will soon be seen around town.

- Call for Nominations: 2022 Alumni Awards nominations are now being accepted until March 1, 2022 at www.nwfsc.edu/alumni
- Upcoming Events: December 10, NFSO Holiday Pops
- Upcoming Events: January 7, Lords of 52nd St
- Upcoming Events: January 27, Scooby-Doo! And the Lost City of Gold
- Upcoming Events: February 7, The Simon & Garfunkel Story

ADJOURNMENT: The meeting adjourned at 6:30 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.