

MINUTES: June 16, 2020

MEETING: NORTH FLORIDA COLLEGE  
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair  
Mr. Ricky Lyons, Vice Chair  
Mr. J. Travis Coker  
Mr. John Grosskopf, President  
Mrs. Sandra Haas  
Mr. David Howell  
Mr. Billy Washington  
Mr. Al Williams  
Mr. Gary Wright  
Mrs. Sharon Benoit

STAFF PRESENT: Mr. Larry Akers  
Ms. Denise Bell  
Mr. Rick Davis  
Mr. Bill Hunter  
Ms. Judy Lundell  
Ms. Jennifer Page  
Ms. Tisha Phillips, Audio/Visual Technician  
Mr. Micah Rodgers  
Ms. Kristin Summers  
Ms. Michelle Wheeler, Recording Secretary  
  
Mr. Rob Sniffen, Board Attorney

The Board meeting was called to order at 5:34 p.m. by Chair Mike Williams.

**MOTION:** (Washington/Wright) That the District Board of Trustees approves to adopt the Agenda as presented. The motion carried unanimously.

**MOTION:** (Lyons/Haas) That the District Board of Trustees approves the minutes of the May 19, 2020 meeting as presented. The motion carried unanimously.

### **PUBLIC INPUT**

A letter addressed to the Board from former student, Brett Doffin, was received after the packets went out and has been provided for review. The letter expresses concern about a personnel matter.

Mr. Washington inquired regarding the direction forward for the Nursing Program. President Grosskopf stated there are concrete plans for re-staffing the positions that are being vacated.

There will be no disruption to the RN or BSN programs. The LPN program has been suspended temporarily pending the generation of a program improvement plan. Weaknesses in this program have come to light that must be addressed in order to provide the quality of program our students deserve before a new cohort is initiated. The intention is to fully replace all of the vacancies and have the same number of program opportunities up and running as soon as possible. Mr. Washington asked about the current cohort of LPN students and President Grosskopf assured the Board that those currently enrolled will finish during the last week of July. No new student applications for the LPN program will be accepted until the Quality Improvement Plan is accepted and implemented.

### EMPLOYEE SERVICES

**MOTION:** (Haas/A. Williams) That the District Board of Trustees approves the administrative and professional contracts attached to expire January 31, 2021. This recommendation would permit routine award of contracts to individuals and facilitate growth, development, and improvement of NFC. The motion carried unanimously.

**MOTION:** (Lyons/Washington) That the District Board of Trustees approves the 2019-2020 Equity update. This recommendation would permit routine award of contracts to individuals and facilitate growth, development, and improvement of NFC. If approved, this will allow the College to submit the report as required by the State Board of Education. The motion carried unanimously.

### ADMINISTRATIVE AND BUSINESS SERVICES

**MOTION:**(Lyons/Coker) That the District Board of Trustees approves the Warrant List through May 31, 2020 as presented. The motion carried unanimously.

The current funds unrestricted, revenue, and expenditure report as of May 31, 2020 was presented as an informational item as was the statement of account. The College is currently earning an interest rate of .77%, which yielded approximately \$3,480 last month.

**MOTION:** (Haas/A. Williams) That the District Board of Trustees approves the 2020-2021 Annual College Operating Budget. The motion carried unanimously.

Mr. Rodgers noted that the Foundation receives \$116,300 from the College for personnel services.

**MOTION:** (Washington/Coker) That the District Board of Trustees approves the 2020-2021 Capital Outlay Budget. The motion carried unanimously.

**MOTION:** (Howell/Washington) That the District Board of Trustees approves the 2020-2021 Salary Schedule. Mr. Rodgers noted that there were no changes from the 2019-2020 Fiscal Year. The motion carried unanimously.

**MOTION:** (Haas/Washington) That the District Board of Trustees approves the suspension of the collection of Capital Improvement Fees and Student Activities Fees for the Fall 2020 Semester. The College does not feel that the students would receive the benefits from those fees due to the current social distancing constraints and guidelines. President Grosskopf stated that, as Sentinels, we want to do the right thing. We cannot justify collecting fees from students during a time when they cannot get 100% return on investment and enjoy all the usual student activities that those fees would cover. There was a brief discussion with Attorney Sniffen regarding the class-action lawsuit that is currently pending against the Florida Department of Education regarding these types of fees. Mr. Washington inquired regarding the reopening plan for the Fall and President Grosskopf gave an overview of the planned physical safety protocols for distancing and creative scheduling for reducing class sizes. All of the plans being put into place will be pulled back significantly if we see a spike in local infections in our six-county district. Mrs. Haas inquired regarding graduation and President Grosskopf explained that plans are being made for makeup ceremonies in small batches in the fall to maintain CDC guidelines for large gatherings. Once it is deemed safe to have large gatherings, we will do our best to makeup celebrations that have been postponed. The motion carried unanimously.

### **DEVELOPMENT & EXTERNAL AFFAIRS**

Ms. Judy Lundell provided an overview of the Foundation Report for June 2020. She discussed the following:

- Student Relief Fund
- Scholarship Update
- Alumni
- Operation Outreach
- Donations
- Budget and Facilities Usage

**MOTION:** (Washington/Howell): That the District Board of Trustees approves the recertification of North Florida College Foundation, Inc. as the Direct Service Organization (DSO) authorized to be the fundraising arm for the College and the use of the College building 36 which is approximately 954 square feet. The motion carried unanimously.

### **PRESIDENT'S HIGHLIGHTS**

Kristin Summers presented Board Policies that have SACSCOC principles added to the bottom of the policies for approval.

**MOTION:** (Haas/A. Williams) That the District Board of Trustees approves the attached non-substantive changes to NFC policies 3.25, 3.19, 3.07, 2.23, and 3.20 to better align with SACSCOC principles. The changes are non-substantive and do not alter the meaning or intent of the policies. The motion carried unanimously.

President Grosskopf reported on his activity for the month:

May 22: Attended FCSRMC Operations Meeting. Discussed the \$18Million shortfall due to multiple storms damaging multiple campuses. A legislative budget request has been written to backfill the insurance consortium. This was not passed, so the colleges have been invoiced for 25% of that shortfall. (NFC's portion amounts to roughly \$26,000)

Jun 9: MCORES Task force Webinar. The next meeting will be held on June 23.

Jun 11: Along with President Holdnak of Gulf Coast, met with Chancellor Hebda as co-chairs of the Risk Management Consortium to review the legislative budget request, discuss insurance in general and the struggles colleges are having with getting FEMA reimbursements.

Jun 12: Virtual SACSCOC Board of Trustees Meeting

### **Upcoming Events**

Jun 24: Virtual COP Annual Business Meeting, will choose leadership and responsibilities. President Grosskopf intends to remain as Chair of FCSRMC, to continue to serve as lead on the Dual Enrollment committee, Equity committee, and on the Career, Tech, and Workforce committee.

Mr. Howell inquired regarding the lack of PECO funds for the construction of the building for Industrial Arts Programs. He wanted to know if there are any other options for completing this project. President Grosskopf answered that the College would have to fund it out of reserves, or through corporate partnerships and/or private entities, possibly scaling back to a smaller version of the ideal.

### **ATTORNEY TIME**

Attorney Sniffen discussed the following:

1. **Training:** Board and administrators will receive training on sexual abuse from Molly Shaddock via video conference. This coincides with new Title IX Regulations.
2. **Class-Action Lawsuit:** *Verdini v State Board of Education* is not likely to progress but Sniffen Law will continue to monitor this case as it unfolds.
3. **Title IX Regulations:** Significant changes

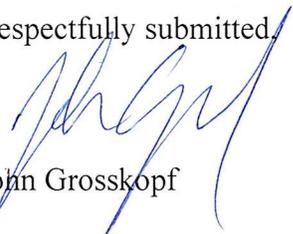
4. **Community College Attorney Zoom meetings:** The sentiment from the group is that the new Title IX regulations will not go into effect any time soon due to the anticipation that they will be challenged.
  
5. Mr. Wright inquired regarding personal liability in cases such as *Verdini v State BOE* and Mr. Sniffen assured the Board that cases like this do not extend to trustees as individuals since they serve in a volunteer capacity. Litigation would be against the Board as a whole. This particular class action will probably not proceed very far as the BOE argues that it is not the correct defendant for this suit. Instead, it might turn into individual cases against individual colleges.

**GOOD OF THE ORDER**

Chairman Williams announced that Michelle Wheeler will be contacting the Board with possible dates for the summer workshop to be held in July. The next regular meeting will be held on August 18, 2020 at 5:30 p.m., in the Student Center.

The meeting adjourned at 6:26 p.m.

Respectfully submitted,

  
John Grosskopf

President

/mmw

  
Ricky Lyons

Michael R. Williams

  
Chair