

MINUTES: September 19, 2023

MEETING: NORTH FLORIDA COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Ricky Lyons
Mr. Billy Washington
Mr. John Grosskopf
Mr. Al Williams
Mr. Mike Williams
Mr. Gary Wright

TRUSTEES ABSENT: Mr. Travis Coker
Mrs. Sandra Haas
Mr. David Howell

STAFF PRESENT: Tyler Coody
David Dunkle
Allison Finley
Dani Mays
Traci McClung
Jennifer Page
Micah Rodgers
Kristin Summers
Michelle Wheeler, Recording Secretary
Lynn Wyche

Mr. Rob Sniffen, Board Attorney

The budget workshop and regular meeting were called to order at 5:30 pm by Chair Lyons, who invited Mr. Al Williams to open the meeting with prayer and lead the pledge of allegiance.

Chair Lyons took a moment to reflect on the aftermath of Hurricane Idalia, ongoing recover, and gratitude for everyone's safety.

MOTION: (Washington/Wright) That the District Board of Trustees adopts the agenda as presented. The motion carried unanimously.

MOTION: (M. Williams/A. Williams) That the District Board of Trustees adopts the minutes for the July 25, 2023, summer workshop and the August 15, 2023, regular meeting. The motion carried by general consent.

PUBLIC INPUT

A letter was shared from Senator Rick Scott offering his congratulations to President Grosskopf on the recent opening of the NFC Perry Location.

ACADEMIC AFFAIRS

Vice President Page presented the following on student support offered after Hurricane Idalia:

- Opportunities to offer grace and extend deadlines to prevent dropping on a case-by-case basis.
- Commended faculty for going above and beyond to assist.
- Opened library on Sundays in September to give internet access for catching up.
- Data from Dani shows we only lost 33 students (4 FTE) this fall. Last fall, we lost 41 (6 FTE)
- Total Enrollment is 1280 Head Count, 380 FTE

MOTION: (M. Williams/Washington) That the District Board of Trustees approves the College's submission of a Substantive Change Report to SACSCOC requesting permission to make the Advent Christian Village in Dowling Park (Suwannee County) an off-campus instructional site. The motion carried unanimously.

CAREER AND WORKFORCE EDUCATION

Associate Dean Dunkle presented the following for approval:

MOTION: (A. Williams/Wright) That the District Board of Trustees approves the attached Consortium agreement with Suwannee District Schools. The motion carried unanimously.

MOTION: (Wright/A. Williams) That the District Board of Trustees approves the State Officer Certification Examination Administration Contract. Mr. Dunkle added that the student's examination fees will be paid for with Perkins Grant money. The motion carried unanimously.

MOTION: (M. Williams/Washington) That the District Board of Trustees approves attached Commercial Driver License Third Party Administrator Agreement with the Florida Department of Highway Safety and Motor Vehicles. This agreement establishes the terms and conditions to administer the Commercial Driver License Testing at NFC. The motion carried unanimously.

The Quality Assurance and Compliance Onsite Monitoring Review of the Perkins Grant was presented as an informational item. Mr. Dunkle shared that we received a clean report with one finding related to an error by one of the schools. He stated his appreciation for assistance from staff on this excellent report.

STUDENT LIFE

Associate Dean Wyche presented the following regarding student support services after the storm.

Reopened campus on Thursday, September 7 & 8, 2023 to offer supplies, power, and internet access. Assembled Sentinel Care Team to call every student to assess needs and offer

reassurance. Call team consisted of staff from many departments who were excited to reach out to students. Students were very grateful for the calls as many were still unable to check emails on their computers. 25 internet hotspots were available and 11 have already been checked out. Large scale food distributions were assembled on campus to serve the community. The graduation application deadline was extended and activities that were scheduled during the closure are being rescheduled. She stated that the library will be happy to continue being open on Sundays if the students want this. Their live chat has been active for the entire time since the storm hit for assisting students. She asked the Board to please let us know if any other needs are heard.

The Board expressed appreciation for this effort and commended staff for living up to the mantra of "Sentinels stand together." Mr. Washington stated that his daughter received a call from the Care Team and that she really appreciated the reassurance during a time of not being able to connect to her courses on D2L and being worried about missing assignment deadlines.

EMPLOYEE SERVICES/RISK MANAGEMENT

Executive Director Coody discussed the following:

Building and facilities damage update and the cleanup process with Belfor, standing natural disaster recovery team contracted through the FCS Risk Management Consortium. Mr. Coody stated that they were here beginning on the morning of Thursday, August 31, 2023 (the day after the storm) and they performed a thorough inspection of every building, room, closet, window, etc. By Saturday, there were over 200 staff from Belfor on campus working to clean it up. The biggest concern was for the possibility of extended power outage and the mold that could bloom. Generators were brought in, and buildings were dried out. He then gave a detailed listing of which buildings sustained the most damage and what is being done to repair them. The deductible is \$10,000 for this event and we will be reimbursed by the consortium for everything paid for in excess of this amount. The estimated damage to the college is approximately \$2.5 million, but we are still finding things to report.

ADMINISTRATIVE AND BUSINESS SERVICES

Dean Micah Rodgers presented the following items:

MOTION: (A. Williams/Wright) That the District Board of Trustees approves the Warrant List for August 31, 2023. The motion carried unanimously.

The Statement of Account was presented as an informational item as was the Current Funds Unrestricted Revenue and Expenditure Report. The Florida Prime account is earning 5.58% interest.

MOTION: (Washington/M. Williams) That the District Board of Trustees approves attached Budget Amendment Request – Fund 1 Current Fund – Unrestricted Transfer to Fund 7 in the amount of \$300,000, effective 6/30/2023. This is to replenish funds taken down for HVAC repairs. Dean Rodgers stated that the goal is to tackle larger projects in the Capital Outlay Budget and HVAC expenditures have been our biggest hitter for the last few years. The motion carried unanimously.

MOTION: (M. Williams/Wright) That the District Board of Trustees approves the Annual Financial Report for FY 22-23. After a brief overview, the motion carried unanimously.

The President’s Special Activity budget report was presented as an informational item.

MOTION: (Washington/A. Williams) That the District Board of Trustees approves the 23-24 Carryforward Spending Plan. The motion carried unanimously.

DEVELOPMENT & EXTERNAL AFFAIRS

Director McClung presented her report for the month and discussed the following:

- Fall Term Scholarships delayed due to storm.
- 179 Scholarships awarded for a total of over \$166,000 (includes CDL)
- Received a \$2,100 donation from the Madison County Lions Club
- Post-Idalia campus-wide effort, Foundation assisted with monetary donations from Timmins Consulting, FLDOE, SCF, and FCS Foundations. Established NFC Student Relief Application for any student that needs to request funding due to impacts from the hurricane. Scholarship application deadline has been extended.
- Has begun a graduation regalia scholarship to assist students with the cost of cap and gown.

INSTITUTIONAL EFFECTIVENESS

Director Mays presented the following:

Sentinel Care Team statistics: 27 callers took on the task of calling all 1200 of our students. This was a huge effort that was implemented quickly to assess needs. Feedback from our students was very appreciative. Mr. Mike Williams stated that this was an outstanding effort and asked if this revealed opportunities or weaknesses in our data collection after it was mentioned that some of the phone numbers were invalid or mis-keyed. Mrs. Mays added that

areas to be streamlined have been noted and all that was learned during this exercise will be put to use for future endeavors. Mr. Williams suggested plotting the data collected from these calls on a map to see which areas were hit the hardest.

OFFICE OF COMMUNICATIONS

Allison Finley shared that a “Just Checking on You” postcard was also sent out to every student in case we could not reach them by phone or by email to try to make contact. Many of those we called were still without power and had limited cell service. She also shared that NFC has been named a Great College to Work For by US News and World Report for the 8th year in a row. We are also a 3rd time nominee for the top 150 colleges considered for the Aspen award. She said that we are proud to even be considered for this award.

PRESIDENT’S HIGHLIGHTS

President Grosskopf gave an overview of the following:

- Campus support Post-Idalia
- Larry Akers’ role as ambassador for agencies to use areas of campus for various teams: Health Department Strike Team, FEMA, Cajun Navy, Second Harvest, etc.
- Helping students to stabilize and continue educational goals.
- House committees have formed, Senate not yet
- Have received assistance from Rep. Tant in getting two “Mega” food distributions on campus from Second Harvest to the community. Over 1000 families were served over two distribution days. (9/8 & 9/15)
- Received donations of supplies and laptops from FCS Chancellor Hebda and Commissioner Diaz, Missy Timmins, Sniffen and Spellman, SCF, Pensacola State College, Daytona State College, and Pasco Hernando. Very grateful for the support to our students and staff.
- August 10 Webinar on Retention

Upcoming Events

- Friday September 22 – COP Policy & Advocacy, LBR, Presidential Fundraising Seminar

ATTORNEY TIME

Mr. Sniffen provided the tabulations of the Presidential and Institutional Evaluations for 2022-2023. After a discussion of the President’s outstanding leadership/performance and an area that

a trustee identified for improvement (more public appearances in the community), a motion was made as follows:

MOTION: (Wright/Washington) That the District Board of Trustees make a resolution to recognize President Grosskopf for his leadership and the NFC staff for their work to accomplish top national rankings and increased enrollments. The motion carried unanimously.

Attorney Sniffen agreed to draft a resolution to be approved at the next board meeting.

GOOD OF THE ORDER

The Chair announced that the next meeting will be held on Tuesday, October 17, 2023, at 5:30 p.m. in the NFC Board Room. Mr. Mike Williams was asked to close the meeting with prayer and the meeting was adjourned at 7:27 p.m.

Respectfully submitted,



John Grosskopf
President
/mmw



Ricky Lyons
Chair