

MINUTES: November 21, 2023

MEETING: NORTH FLORIDA COLLEGE  
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Ricky Lyons  
Dr. John Grosskopf  
Mr. Travis Coker  
Mrs. Sandra Haas  
Mr. Al Williams  
Mr. Gary Wright

TRUSTEES ABSENT: Mr. David Howell  
Mr. Billy Washington  
Mr. Mike Williams

STAFF PRESENT: Larry Akers  
Tyler Coody  
Dani Mays  
Jennifer Page  
Zackery Peterson  
Micah Rodgers  
Kristin Summers  
Jay Welch  
Michelle Wheeler, Recording Secretary  
Lynn Wyche  
  
Mr. Mark Logan, Board Attorney

The meeting was called to order at 5:30 pm by Chair Lyons, who invited Mr. Coker to open the meeting with prayer and lead the pledge of allegiance.

**MOTION:** (Haas/Coker) That the District Board of Trustees adopts the agenda as presented. The motion carried by general consent.

**MOTION:** (Coker/A. Williams) That the District Board of Trustees adopts the minutes for the October 17, 2023, regular meeting. The motion carried by general consent.

### **PUBLIC INPUT**

A letter was shared from the Honorable Allison Tant congratulating NFC for being featured in the latest issue of Florida Trend and she shared her commitment to serve the college. The Chair mentioned how much we appreciate the way she always keeps the college in mind.

### **ACADEMIC AFFAIRS**

Vice President Page presented the following for approval:

**MOTION:** (Haas/A.Williams) That the District Board of Trustees approves the College's request to submit a Notice of Intent form to the FLDOE indicating our plans to apply for a new baccalaureate program. This recommendation would permit the College to submit a Notice of Intent to FLDOE to apply to offer a Bachelor of Applied Science in Organizational Management. A committee comprised of NFC faculty, staff, community leaders, and workforce professionals has worked diligently to assess a local and regional demand/need for this type of degree. This degree would provide an option for students to develop the management skills necessary for filling various administration/leadership positions in our district and beyond. Future opportunities for this degree option include a specialization in health care administration.

If the Notice of Intent is approved by FLDOE, a complete application for the new baccalaureate degree would be submitted to FLDOE by March 2024 with a SACSCOC new program prospectus submitted by July 1, 2024. This timeline supports a potential new program start date of Spring 2025. This degree would focus on management and leadership training. The motion carried unanimously.

### **CAREER AND WORKFORCE EDUCATION**

Vice President Page also presented the following for approval:

**MOTION:** (Haas/Coker) That the District Board for North Florida College approves the attached Business/ Accounting agreement for student internship with CareerSource North Florida. This recommendation will provide in-field job experience opportunities for students in NFC's Business programs. The motion carried unanimously.

**MOTION:** (Coker/Wright) That the District Board of Trustees approves the attached Allied Health clinical agreements. This recommendation will provide clinical opportunities for students in NFC's Allied Health/Nursing and EMS departments. The motion carried unanimously.

### **STUDENT SERVICES**

Associate Dean Wyche presented the following informational items:

Invitation to our inaugural Grad Fest. This is a new opportunity to celebrate our graduates. It will be held on Thursday, December 7, 2023, right after their graduation practice session. Each graduate will have a sign lining the sidewalk from VHP Auditorium to the Library. The grads will walk from VHP to the Library where a reception will be held in their honor. Their families are invited to attend as well. After the event, they will be able to take their yard sign and place it in front of their homes. Dean Wyche praised Katie Terry, Lori Pleasant, and their team for their creativity and work to bring this event to fruition. The details were also shared in a handout.

Dean Wyche also shared the details of the graduation ceremony that will be held on December 14, 2023, at 5pm.

### **EMPLOYEE SERVICES**

Executive Director Coody presented the following for approval:

**MOTION:** (Haas/Coker) That the District Board of Trustees approves the attached personnel recommendation as outlined in the attached memorandum:

Juanita Clay, Nursing Faculty (11-month)  
William Morris, Senior Network Infrastructure Manager

This recommendation fills the vacant position and completes the hiring process. The motion carried unanimously.

### **ADMINISTRATIVE AND BUSINESS SERVICES**

Dean Micah Rodgers presented the following items:

**MOTION:** (Coker/Haas) That the District Board of Trustees approves the Warrant List for October 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 5.6% interest.

The preliminary and tentative audit findings report was presented as an informational item and Dean Rodgers gave a brief explanation of the findings and our response. Two areas for improvement were (1) student receivables and the application of holds, and (2) tangible personal property inventory tracking.

### **OFFICE OF COMMUNICATIONS**

Directory Finley gave a presentation of the proposed Mascot for NFC. She gave an overview of the historical context of the concept's design.

**MOTION:** (Haas/Coker) That the District Board of Trustees reviews the submitted mascot renderings and approves the following:

1. To approve two mascots in their initial renderings.

2. Once approved, to allow the Office of Communications creative authority to design a suite of branded mascots, with final approval of such designs given by the President.
3. To approve that the process of naming the mascots be given to the Office of Communications.

This recommendation allows the Office of Communications to complete the NFC rebranding efforts that began in 2019. The motion carried unanimously.

### **PRESIDENT'S HIGHLIGHTS**

Dr. Grosskopf gave an overview of the following:

#### Activities and Upcoming Events

- Oct 21 - First North Florida Classic Cross-Country Meet
- Oct 23 - Madison's Legislative Delegation Meeting
- Nov 2 – CWE Program Open House in Perry 5-7 – Wanting to build awareness in the community in light of the closure of the paper mill. HVAC in particular, received a lot of attention.
- Nov 3 – Foundation Board Meeting, high praise for their commitment to support the mission of the college. Asked for their support for NFCs LBR.
- Nov 7 & 8 – First Gen Luncheon and Recognition
- Nov 16-17 – Hosted our SACSCOC Vice President to review our initial planning for our next Quality Enhancement Plan, a required component of our reaccreditation.
- Nov 20 – Hosted a ribbon cutting for the NFC Food Pantry with Representative Tant, her staff, Second Harvest of the Big Bend, and other community members attended.
- Nov 28 – Tallahassee to meet with Chancellor O'Farrell on NFCs CWE Plans and ask for his support.
- Dec 7 – Grad Fest
- Dec 14 – Commencement
- In addition to being nominated for the Aspen Award, NFC has also been selected as a top 10 contender for the Bellwether Award. This nomination is based on our work in the Mentoring Program and the outstanding results we have seen in a short period of time. A team from NFC will be traveling to San Antonio on Feb 24, 2024, to compete for the award.

#### Legislative Issues

Our LBR has been filed by Representative Tant. The attestation form is complete, and we have a Bill number for the House. The Senate one will be filed by Senator Simon at a later

date. We are asking for \$3.1million in State funds with a commitment of \$1million of local funds to remodel and renovate our maintenance storage barn into CWE teaching space.

Dr. Grosskopf also presented the Board with pre-stamped postcards sharing NFC's recent awards for the trustees to mail to community leaders with a handwritten personal note.

**ATTORNEY TIME**

Mr. Logan reported on the following:

- Entering into negotiations with Kids Incorporated for lease renewal.
- Will check on the TMH Clinical Agreement

**GOOD OF THE ORDER**

Chair Lyons thanked everyone for their prayers and condolences after the loss of his father-in-law. He also emphasized the need for attendance at the upcoming graduation celebration and commencement ceremony. Finally, he announced that the next meeting will be held on Tuesday, January 16, 2024, at 5:30 p.m. in the NFC Board Room. Mr. Al Williams was asked to close the meeting with prayer and the meeting was adjourned at 6:26 p.m.

Respectfully submitted,



Dr. John Grosskopf  
President  
/mmw



Ricky Lyons  
Chair