

MINUTES: March 19, 2024

MEETING: NORTH FLORIDA COLLEGE  
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Ricky Lyons  
Dr. John Grosskopf  
Mr. Travis Coker  
Mr. David Howell  
Mr. Al Williams  
Mr. Mike Williams  
Mr. Gary Wright

TRUSTEES ABSENT: Mrs. Sandra Haas  
Mr. Billy Washington

STAFF PRESENT: Larry Akers  
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 meeting was called to order at 5:40 pm by Chair Lyons, who invited Mr. Al Williams to offer an invocation and lead the pledge of allegiance.

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

**MOTION:** (M. Williams/Howell) That the District Board of Trustees adopts the minutes for the February 20, 2024, regular meeting, and the March 4, 2024, emergency meeting. The motion carried unanimously.

### **PUBLIC INPUT**

Dr. Grosskopf stated there were no requests for public input.

**ACADEMIC AFFAIRS**

Vice President Jennifer Page presented the following for approval:

**MOTION:** (Wright/A. Williams) That the District Board of Trustees approves the 2024-2025 Academic Calendar for North Florida College. This recommendation will allow NFC to submit the calendar to the State for their approval. The motion carried unanimously.

Associate Dean Kristin Summers presented the following:

**MOTION:** (M. Williams/Howell) That the District Board of Trustees approves the Dual Enrollment articulation agreements for Public School Boards, Private Schools, Home Education Programs, and Personalized Education Programs within NFC's service district for the 2024-2025 academic year. This recommendation is requested to provide enhanced learning opportunities for qualified students in the NFC service area to dual enroll at NFC for the 2024-2025 academic year. Please note updates and/or changes from the 2023-2024 articulation agreements are shown with a strikethrough or underlined text. You will see 2024-2025 signature pages for 6 public school board agreements, 12 private school agreements, 1 home education agreement, and 1 personalized education agreement.

Mr. Wright inquired about Jefferson County dual enrollment and stated he is hearing that school is making great improvement.

The motion carried unanimously.

**STUDENT SERVICES**

Associate Dean Lynn Wyche presented the following for approval:

**MOTION:** (Wright/Coker) That the District Board of Trustees approves the 2024 Tutor.com agreement. This recommendation will allow continued use of the online Tutor.com service. This is the same agreement as previously signed by the NFC Chairperson; the only change is that NFC will be part of a group licensing package with the Florida Virtual Campus, resulting in a lower rate (a savings of about \$750 per year). The motion carried unanimously.

**MOTION:** (M. Williams/A. Williams) That the District Board of Trustees approves the umbrella licensing agreement with the Motion Picture Licensing Corporation for \$725 per year. This recommendation will allow NFC to have movie events for NFC students and staff as well as host community events on our campus and remote locations. Mr. Howell asked if the movies were for classroom instruction, Associate Dean Wyche stated that this is mostly for public performance rights for student activities such as hosting a movie night on campus for our students or the community. She stated that they anticipate showing at least 2-3 movies per year, but she believes it will be more with our summer camps. The motion carried unanimously.

**MOTION:** (M. Williams/Howell) That the District Board of Trustees approves the Springer Nature FCS License Agreement. This recommendation will allow use of the database,

SpringerNature. This is a similar agreement as previously signed by the NFC Chairperson for shared resources through Florida Virtual Campus; the only difference is that NFC will be part of a group licensing package negotiated on behalf of FLVC through University of Florida. There is no cost to NFC for the use of the database, but the agreement stipulates that we only allow use of the database by our students and do not make it publicly available. The motion carried unanimously.

### **ADMINISTRATIVE AND BUSINESS SERVICES**

Dean Micah Rodgers presented the following items:

**MOTION:** (Coker/Howell) That the District Board of Trustees approves the Warrant List for February 1, 2024, through February 29, 2024. The motion carried unanimously.

The Statement of Account for February was presented as an informational item as was the Current Funds Unrestricted Revenue and Expenditure Report for February 2024. The Florida Prime account is earning 5.55%.

**MOTION:** (Wright/A. Williams) That the District Board of Trustees approves the chiller mechanical service contract for NFC Main Campus air conditioning to Brooks Building Solutions. This contract is a piggyback from a Florida State University Contract. The agreement submitted with the packet did not include an additional needed chiller that was inadvertently left off, so the amended one with the corrected amount was placed on the table at the meeting. The corrected contract has been reviewed and approved by the Board Attorney. The motion carried unanimously.

### **DEVELOPMENT AND EXTERNAL AFFAIRS**

Director McClung reviewed the Foundation's monthly scholarship report for March 2024. She highlighted the Sarasota Co/Edward Roberts College Fund for \$90,000. The amount went down last year due to no fault of our own, and she stated that they are hoping that the amount will return to \$100,000 again next year. She also gave an update on the Foundation Board's plans to beginning planning and feasibility of a fundraising campaign. This will officially kickoff on April 1, 2024, the planning and feasibility study timeframe should be about 8 weeks and they are beginning a data and analytics team meeting tomorrow. She will update the District Board of Trustees periodically as they progress. President Grosskopf stated that he would like to invite the Foundation Board Chair, Hal Thomas, to come discuss this study and the implications/role of the trustees in this endeavor.

### **OFFICE OF COMMUNICATIONS**

Director Allison Finley presented the Master Subscription Agreement and Order Form for GoodKind Software Corporation. GoodKind is a platform that would improve NFC messaging to students with the hope of reaching them in a more engaging way through video messages. The content can be personalized and is presented on the users' phones with reaction buttons and

the ability of the student to reply to the sender. She tried to share video testimonials from their website on [www.goodkind.com](http://www.goodkind.com), but they were inaudible. Mr. Mike Williams asked about the quantity of video messages allowed at the subscription level requested. The order form listed a price for an SMS messaging module with 25,000 messages and a separate amount for video messages. Director Finley stated that she was planning on sending approximately 4 messages per month to 1000 students that are grouped into the following 4 audience groups: Office of Communications (recruiting new students), Learning Resources (retention), Registrar (for registration notifications), and the Foundation (alumni engagement). Mr. Williams stated that if the agreement is approved, that the hope would be that all the messages allotted would be used to get the maximum value out of the services paid for. There were also questions on the anticipated impact, return on investment of \$30K, security/hacking risks, and number spoofing. The Chair stated that the Board was leaning toward approval of the contract but would like more information to be presented at the next meeting.

Chair Lyons asked to table the approval of the Master Subscription Agreement and Order Form from GoodKind Software Corporation until the next meeting. Director Finley agreed to bring additional information about the proposed contracted services to the April meeting.

### **PRESIDENT'S HIGHLIGHTS**

Dr. Grosskopf gave an overview of the following:

#### Legislative Highlights:

Legislative session is concluded, and we are waiting on the Governor's actions. Our PECO project did survive the legislative process and currently includes \$3.1million in a warehouse remodel expansion project where we plan to turn a maintenance barn into an expansion of Career and Workforce Classroom/Teaching Spaces. The concept was appealing to the legislature and is waiting on the Governor's approval.

HB 149 Continuing Contract bill does not apply to college faculty. This continuing contract language relates to construction projects.

HB 473 is very positive for FCS, it will exempt counties, municipalities, and other political subdivisions from liability if they comply with State Cyber-Security requirements.

HB 7007 Campus Emergency Response Bill – enhances confidentiality for campus emergency response plans and network security. Shields emergency plans from public records requests.

FCS will now be moved into the State Health Insurance plan. All our employees will have access to State Health Insurance just as the Universities do. This change is meant to put us on parity with the University System, in the short haul, it means that this will be a very attractive option for employees with families, enabling them to get family coverage at a very low cost for

a very high-quality plan. The future impact on the college's funding is unknown. Currently, FCS traded off new funding in exchange for State Health Insurance, so we enter this next year with level funding. How this will play out in future years is still unknown.

Mr. Williams asked if there will be a savings for exiting our current Health Insurance coverage plan through FCSRMC. Mr. Coody stated there are still questions about how the migration will affect the rates. The move will occur in January of 2025 for Health coverage only. Dental, Vision, and Life will stay with the consortium as will Property and Casualty.

NFC secured a \$4 million grant from the Florida Department of Commerce to provide a multi-purpose community facility for internet connectivity for a variety of purposes including tele-health. We will build a community access center next to the barn that is being renovated for CWE programs. Citizens will be able to access the internet, conduct tele-health appointments in private spaces, and attend training workshops for increasing employability skills. We are excited to serve the community in this way as well as the address the College's current and future needs.

#### Activities and Upcoming Events:

Dr. Grosskopf also shared that a team from NFC recently went to Texas to compete for the Bellwether Award and was excited to bring home a 2024 Finalist Award. We were selected nationally as one of 10 colleges to come present our Mentoring Program to a committee of judges. This program has made great strides with our students' performance and has now been recognized nationally as a model worth replicating. We plan to share with other colleges who want to build their own mentoring programs.

#### ATTORNEY TIME

Mr. Sniffen reported on the following:

- No active litigation
- Contracts being reviewed.
- Handling normal day-to-day issues

**MOTION:**(M. Williams/A. Williams) That the District Board of Trustees approves the attached State of Florida Division of Emergency Management Statewide Mutual Aid Agreement 2023 and authorizes the Board Chair to sign the signature page once it is received from the attorney. This agreement is with the public school system in Madison, FL to allow us to support each other for things like emergency student relocations, sharing of resources, and liability protections in case one of our public education institutions must pivot to an emergency situation. Mr. Lyons asked the attorney to prepare a resolution to adopt the mutual aid agreement with our information embedded into the document rather than the sample agreement as included in the document. Mr. Sniffen agreed to prepare the resolution with a signature page with North Florida College listed. The motion carried unanimously.

**GOOD OF THE ORDER**

Chair Lyons announced that the next meeting will be held on Tuesday, April 16, 2024, at 5:30 p.m. in the NFC Board Room. Mr. Travis Coker was asked to pray before dinner and the meeting was adjourned at 6:36 p.m.

Respectfully submitted,



Dr. John Grosskopf  
President



Ricky Lyons  
Chair

/mmw