

MINUTES: October 20, 2015

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair
Mrs. Sharon Benoit
Mrs. Sandra Haas
Mr. David Howell
Mr. Billy Washington
Mr. Gary Wright

ABSENT: Mr. John Grosskopf, President
Mr. Ricky Lyons

STAFF PRESENT: Ms. Cissy Adleburg
Mr. David Dunkle
Ms. Cindy Gaylard, Recording Secretary
Ms. Kay Hogan
Mr. Bill Hunter
Dr. Cheryl James
Mr. Skip James
Ms. Amelia Mulkey
Mr. John Sirmon
Mr. Nick Skipper, Audio Visual Technician
Ms. Susan Taylor

Mr. Bruce Leinback, Board Attorney

The meeting was called to order by Mr. Williams, who led the group in the pledge of allegiance to the flag following the opening prayer by Mr. Washington.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves to adopt the agenda as adjusted with Item X-d – Budget Discussion being tabled until the next meeting. The motion carried unanimously.

MOTION: (Mr. Washington/Mr. Wright) That the District Board of Trustees approves the minutes of the September 15, 2015 regular Board meeting as presented. The motion carried unanimously.

MOTION: (Mrs. Haas/Mrs. Benoit) That the District Board of Trustees approves the agreements between North Florida Community College and each of the following as presented at the meeting including the Affiliation Agreement Addendum:

- South Georgia Medical Center

- Suwannee Health and Rehabilitation Center
- Tift Regional Medical Center

Ms. Adleburg advised that this will ensure that the Nursing and Allied Health Department of NFCC will have adequate clinical locations to provide clinical experience for the Nursing and Allied Health programs. After an overview by Ms. Adleburg, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the Memorandum of Agreement between North Florida Community College and Doctor's Memorial Hospital in Taylor County. Mr. Dunkle advised that this will provide a training location at Doctor's Memorial Hospital in Taylor County for students in the Health Information Technology (HIT) program to obtain experience in Electronic Health Records through an internship opportunity. After an overview by Mr. Dunkle and discussion by the Board, the motion carried unanimously.

As an item of information, Mr. Dunkle reported that the North Florida Career Pathways Consortium agreement that was presented last month has been corrected, and the two counties that were inadvertently omitted in the previous document have been included in the revised document.

Mr. Dunkle reminded the Board members of the Manufacturing Expo being held at NFCC on October 22, 2015, 10:00 a.m. – 3:00 p.m. He advised that due to the overwhelming response, it will be divided into two groups with two separate presentations in the Fine Arts Auditorium prior to everyone going to Building 13. Lunch will be provided, and Trustees were invited to attend the event.

Ms. Hogan reported the following:

- There was a great turnout for the Sentinel Fest on October 13-14, and it was a fun time for all. She encouraged Trustees to go to Facebook to see pictures.
- Sentinel Upstate Players will host a Color Run on October 31 with part of the proceeds going to Breast Cancer Awareness.

MOTION: (Mr. Washington/Mr. Wright) That the District Board of Trustees approves the following personnel recommendations:

- Hiring of Tina Tucker, Tutor Lab Manager (Professional Staff – 12 month)
- Resignation of Joanie Cruce, Nursing Instructor effective October 30, 2015

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves to advertise changes to the Policy Manual for the following:

- 4.182 Title IX of the Educational Amendments of 1972 (New Policy)

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the warrant list for September 2015. The motion carried unanimously.

The Revenue and Expenditure Report for September 2015 was presented as an item of information, as was the Statement of Account.

Dr. James presented an overview of the activities of each area of Development and External Affairs and mentioned the following:

- Have recruited two new Foundation Board members:
 - Marcia Webb (Madison County)
 - Dr. Allen Jackson (Suwannee County)
- Final payout for scholarships for 2015 Fall Term - \$95,621.24
- Currently accepting scholarship applications for 2016 Spring Term
- Nancy Lillis is working on numerous grants.
- Kim Scarboro is busy with the Artist Series, and we have already had two successful productions this season and are looking forward to more.
- November 12 – Marcia Mayer recognition and awards ceremony at the Association of Florida Colleges (AFC) Annual Conference

PRESIDENT'S HIGHLIGHTS

In the absence of President Grosskopf, Ms. Mulkey reported the following information:

The sewer lift station outside of the Library has been here for many years, and Mr. Hackle reports that the City of Madison has maintained it during his entire tenure here. Sometime back, the lift station failed and caused some leakage in Building 5, which created an extensive clean-up and repair project. The City of Madison partnered with NFCC, and the City's insurance company covered the cost of clean-up and repair including day labor costs for the work done by NFCC employees. A few weeks ago we asked the City to install an alarm to prevent another occurrence of that situation, and it resulted in our actually installing an audible alarm ourselves. The alarm has been going off, and the lift station has completely failed. Mr. Hackle explored the options of rebuilding the pumps or replacing the pumps and found that the new pumps are larger than the lift station itself. We are down to a situation where the pipes have been diverted to a temporary lift station, and we are looking at installing a new lift station and pumps. Mr. Hackle was told that the City had decided it was the College's lift station and the City would not bear the expense of fixing it, so we met with City Manager Tim Bennett, who agreed to propose to the City Commission that the City and the College split 50/50 the cost of installing the new lift station and that the City would continue to maintain the lift station. However, at the City Commission meeting on October 23, they voted to discontinue any funding for replacement and discontinue future service. The dispute is whether the lift station is owned by the College or by the

City of Madison, and a record of ownership has not been located thus far. NFCC will do some more research, and it might come to requesting the Board's direction as to whether or not we take any kind of legal action for the future because we want to replace it and leave it in good shape, but we also want the future of the College to be covered as far as maintenance. It is her understanding that this lift station also services the County Extension Office across the street from the College, and we do pay monthly sewage costs to the City.

Ms. Taylor brought attention to the Office of Institutional Effectiveness, Research, & Accreditation (OIERA) newsletter and mentioned the following information:

- We received a letter from Southern Association of Colleges and Schools Commission on Colleges (SACS) accepting our Associate in Science in Accounting Technology with no recommendations.
- She is the United Way representative for NFCC, and she thanked Mr. Washington, who along with Clyde Alexander and Chef Art Smith, will be a celebrity waiter at the United Way fundraising event on November 3, at Norris Café, 5:30-8:30 p.m.

GOOD OF THE ORDER

- Chairman Williams announced that, at the request of President Grosskopf, John Sirmon is at this meeting so that if Trustees would like to have their email set up on their personal devices, he will be happy to take care of that.
- Chairman Williams communicated that he received a letter from former NFCC President Morris Steen congratulating everyone at NFCC on our recent top ranking among America's public community colleges.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on November 17, 2015, at 6:00 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 6:25 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg