



June Meeting Minutes

Northwest Florida State College

Jun 20, 2023 at 3:00 PM CDT

@ Raider Central, Building 400, Morell Room 302, Niceville Campus, 100 College Boulevard E, Niceville, Florida 32578

Attendance

Trustees:

Charlotte Flynt, Graham Fountain, Lori Kelley (Chair), Don Litke, Tanner Peacock, Jon Ward, Rudy Wright (Vice Chair)

NWFSC President:

Devin Stephenson

Board Attorney:

Hayward Dykes

NWFSC Faculty/Staff:

Cole Allen, Sandy Arteaga, Tony Borella, Bryan Brooks, Kevin Brown, Olivia Danner, Lisa Haddorff, Cristie Kedroski, Charlotte Kuss, Roberta Mackey, Jeff McGill, Tanner McKnight, Deidre Price, Conner Rogers, Ramsey Ross, Whitney Rutherford, Jeanette Shires, Dana Stephens, Chris Stowers, Aimee Watts, Melissa Wolf

Guests:

Senator Doug Broxson, Janice Gilley, Frank Sorrells

II. Board of Trustees

- A. Call to Order - 3:10 p.m.
- B. Approval of Agenda

Motion: The Board of Trustees approves the Agenda, as presented.






Motion moved by Charlotte Flynt and motion seconded by Graham Fountain.

Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- C. Public Comments
- D. Presentation: Senator Doug Broxson (Presenters: Devin Stephenson)
Dr. Stephenson presented Senator Doug Broxson the Advancing Institutional Mission (AIM) award for his support of Northwest Florida State College.
- E. Old Business
- F. New Business
 - 1. Consent Agenda

Motion: The Board of Trustees approves the Consent Agenda, as presented.

Motion moved by Don Litke and motion seconded by Graham Fountain. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright



- a. Budget Workshop Minutes
 [05.16.23 Budget Workshop Minutes DRAFT.docx](#)
- b. Regular Meeting Minutes
 [05.16.23 BOT Minutes DRAFT.docx](#)
- c. Personnel Agenda
 [Personnel Agenda Memorandum.docx](#)
 [Personnel Agenda Supporting Materials June 2023.undefined](#)
- d. SACSCOC Review of the Mission and Publication of Accreditation Status
 [Review of Mission and Publication of Accreditation Memorandum.docx](#)

2. Action Items

- a. 2022-2023 Presidential Evaluation (Presenters: Lori Kelley)
 [2022-2023 Presidential Evaluation .docx](#)

Motion: The Board of Trustees approves the 2022-2023 Presidential Evaluation, as presented.

Motion moved by Jon Ward and motion seconded by Graham Fountain. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- b. President's Employment Contract (Presenters: Lori Kelley)
 [President's FY24 Contract Memorandum.undefined](#)
 [President's FY24 Contract Supporting Materials.undefined](#)

Motion: The Board of Trustees approves the President's Fiscal Year 2024 contract, as amended to increase the annual base compensation by 10% to \$308,000.

Motion moved by Don Litke and motion seconded by Tanner Peacock. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- c. Organization of the Board (Presenters: Devin Stephenson)

 [Organization of the Board Memorandum.docx](#)

Motion: The Board of Trustees approves the nomination of Lori Kelley to serve as 2023-2024 Chair.

Motion moved by Rudy Wright and motion seconded by Don Litke. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

Motion: The Board of Trustees approves the nomination of Rudy Wright to serve as 2023-2024 Vice Chair.

Motion moved by Graham Fountain and motion seconded by Don Litke. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

Motion: The Board of Trustees approves the 2023-24 Organization of the Governing Board for the Collegiate High School and Board of Trustees and the 2023-24 proposed meeting dates, as presented.

Motion moved by Tanner Peacock and motion seconded by Jon Ward. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- d. College Budget (Presenters: Tanner McKnight)

 [2023-2024 College Budget Memorandum.docx](#)

 [2023-2024 Budget Book.pdf](#)

Motion: The Board of Trustees approves the 2023-2024 College Budget, which includes student tuition and fees, as presented.

Motion moved by Jon Ward and motion seconded by Graham Fountain. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- e. Capital Improvement Plan (Presenters: Tanner McKnight)

 [2023-2024 Capital Improvement Plan Memorandum.docx](#)

 [B-CIP1-2023 - NWFSC.xlsx](#)

 [Updated 6.19.23 C-CIP2-2023 -NWFSC.xlsx](#)

 [Prior 6.13.23 C-CIP2-2023 -NWFSC.xlsx](#)

Motion: The Board of Trustees approves the 2023-2024 Capital Improvement Plan, as presented.

Motion moved by Graham Fountain and motion seconded by Don Litke. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- f. Purchases Over \$325,000 (Presenters: Tanner McKnight)

 [Purchases over 325K June 2023 Memorandum.docx](#)

 [Purchases over 325K June 2023 Spreadsheet.xlsx](#)

Motion: The Board of Trustees approves the listed purchases of more the \$325,000, as presented.

Motion moved by Charlotte Flynt and motion seconded by Rudy Wright. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright


- g. Program Closures - Transit Technician (Levels I, II, and III)
(Presenters: Deidre Price)

 [Program Closures - Transit Technician Memorandum.docx](#)

Motion: The Board of Trustees approves the closure of the Transit Technician program (Levels I, II, and III, effective for the 2023-2024 Academic Catalog, as presented.

Motion moved by Jon Ward and motion seconded by Tanner Peacock. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- h. WCSO Articulation Agreement Addendum (Presenters: Deidre Price)


 [WCSO 2023-2024 Dual Enrollment Articulation Agreement Addendum Memorandum .docx](#)


 [WCSO Articulation Agreement Addendum for AY24.docx](#)

Motion: The Board of Trustees approves the dual enrollment articulation agreement addendum to the Academic Year 2024 agreement, as presented.

Motion moved by Jon Ward and motion seconded by Charlotte Flynt. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- i. Statutorily Required Report to Florida Department of Education
(Presenters: Whitney Rutherford)

 [Statutorily Required Report to Florida Department of Education June 2023.docx](#)

 [NWFSC FLDOE "Equity" Report 2022-2023 - July 1 Submission.undefined](#)

Motion: The Board of Trustees approves the statutorily required "Annual Equity Update" for 2022-2023, as presented.

Motion moved by Jon Ward and motion seconded by Rudy Wright. Vote For: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

3. Informational/Discussion Items

- a. Strategic Plan Strategies (Presenters: Dr. Devin Stephenson)

 [Strategic Plan 2023-2026 Strategies Memorandum.docx](#)

 [Strategic Plan 2023-2026 Strategies Supporting Materials.docx](#)

- b. Raider Village Update (Presenters: Whitney Rutherford)


 [Raider Village Memorandum.undefined](#)

 [Common Areas Furnishings.undefined](#)

 [Four Bedroom Unit Furnishings.undefined](#)


- c. South Walton Campus Facilities Expansion Update (Presenters: Whitney Rutherford)

 [South Walton Expansion Memorandum.docx](#)

 [Seacoast Collegiate High School at NWFSC Donor Activity 6.1.2023.pdf](#)

 [Seacoast-NWFSC Existing Facilities Lease.undefined](#)

- d. Catalog Revision - Student Code of Conduct (Presenters: Cristie Kedroski)

 [Catalog Revision - Student Code of Conduct Memorandum.docx](#)

 [Student Code of Conduct Supporting Materials.docx](#)

- e. Grants Development Listing (Presenters: Cristie Kedroski)

 [Grants Development Listing Memorandum.docx](#)

 [Grants Development Listing.pdf](#)

- f. Legal Claims Listing (Presenters: Whitney Rutherford)

 [Legal Claims Listing Memorandum.docx](#)

 [Legal Claims Listing Supporting Materials June 2023.xlsx](#)

- g. Solicitations Progress Listing and Item(s) for Review (Presenters: Tanner McKnight)

 [Solicitations Listing Memorandum.docx](#)

 [Solicitations Listing Supporting Materials.xlsx](#)

- h. Purchasing Expenditures over \$65,000 Not Requiring Board Approval (Presenters: Tanner McKnight)

 [Purchases over \\$65,000 Not Requiring Board Approval.docx](#)

 [Purchases over \\$65K Not Requiring Approval Supporting Materials.xlsx](#)

- i. Financial Report (Presenters: Tanner McKnight)

 [Financial Report Memorandum - May 2023.docx](#)

 [FY23 May 2023 Board Financial Report.pdf](#)

- j. Chair's Comments (Presenters: Lori Kelley)

Chair Kelley reminded the trustees of the July 12 Public Safety Completion Ceremony.

- k. President's Report (Presenters: Devin Stephenson)

4. Announcements

 [Announcements.docx](#)

G. Adjourn - 5:16 p.m.

Dr. G. Devin Stephenson, President
Northwest Florida State College
and Corporate Secretary

Lori Kelley, Chair
Board of Trustees
Northwest Florida State College

Please be advised that if any person decides to appeal any decisions made by the Board of Trustees with respect to any matter considered at the above referenced meeting, a record of such proceedings will be needed, and for such purposes, it may be necessary to ensure the verbatim record of such proceedings.