



March Meeting Minutes

Northwest Florida State College

Mar 28, 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, Lori Kelley (Chair), Don Litke, Tanner Peacock, Jon Ward, Rudy Wright (Vice Chair)

Absent: Graham Fountain

NWFSC President:

Devin Stephenson

Board Attorney:

Hayward Dykes

NWFSC Faculty/Staff:

Cole Allen, Sandy Arteaga, Tony Borella, Bryan Brooks, Todd Craven, Olivia Danner, Rhea Goff, Lisa Haddorff, Teresa Horton, Cristie Kedroski, Charlotte Kuss, Roberta Mackey, Clint Mahle, Patrick McCarthy, Jeff McGill, Tanner McKnight, Aaron Murray, Chris Nida, Deidre Price, Joy Robbins, Conner Rogers, Whitney Rutherford, Jeanette Shires, Katherine St. Onge, Dana Stephens, Chris Stowers, Shannon Widman, Melissa Wolf

II. Board of Trustees

A. Call to Order - 3:31 p.m.

B. Approval of Agenda

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

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

C. Public Comments

D. Old Business

E. New Business

1. Consent Agenda

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

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

a. Regular Meeting Minutes

 [02.21.23 BOT Minutes DRAFT.docx](#)

b. Personnel Agenda

 [Personnel Agenda Memorandum.docx](#)

 [Personnel Agenda Supporting Materials BOT.xlsx](#)

c. Asset Retirement Listing (Presenters: Tanner McKnight)

 [Asset Retirement Listing Memorandum.docx](#)

 [Asset Retirement Listing Supporting Materials.pdf](#)

2. Action Items

a. Program Closures - A.S. in Music Production Technology and A.S. in Theater and Entertainment Technology (Presenters: Deidre Price)

 [Program Closures in Fine and Performing Arts Memorandum.docx](#)

Motion: The Board of Trustees approves the closure of the A.S.in Music Production Technology and the A.S. In Theatre and Entertainment Technology at Northwest Florida State College.

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

b. 2023-2024 College Catalog (Presenters: Deidre Price)


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

 [Summary of 2023-2024 Catalog Changes.docx](#)

Motion: The Board of Trustees approves the 2023-2024 Academic Catalog, as presented.

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

c. South Walton Campus Facilities Expansion Update (Presenters: Charlotte Flynt)

 [South Walton Center Facilities Expansion Update March 2023.docx](#)

 [02.23.23 South Walton Expansion Committee Minutes DRAFT.docx](#)

 [Seacoast-NWFSC Updated MOU Draft 1.6.23.docx](#)

 [Seacoast Lease-MOU with Exhibits 2.16.23.pdf](#)

 [South Walton Expansion Final Schematic Design.pdf](#)

 [Progress of Site for Building.pdf](#)

 [Legal Description - Visual.pdf](#)

 [Legal Description - Text Only.docx](#)

 [South Walton Expansion Overlay Visual.pdf](#)

 [South Walton Expansion Timeline.docx](#)

Motion: The Board of Trustees requests a meeting of the decision makers from the NWFSC South Walton Expansion ad hoc committee and Seacoast as soon as possible for clarifying dialogue on the Lease and MOU to bring back to the full Board.

Motion moved by Charlotte Flynt and motion seconded by Rudy Wright. Vote for: Flynt, Wright; Vote against Kelley, Litke, Peacock, Ward

Motion: The Board of Trustees approves the minutes from the February 23, 2023, South Walton Expansion Ad Hoc Committee, as presented.

The Board of Trustees approves the updated Memorandum of Understanding and the Final Schematic Design Plans, as presented. The Board of Trustees does not approve any new building on site other than the NWFSC educational facility, the Seacoast educational facility, and the Accelerator with outdoor stage.

The Board of Trustees approves the “Premises” as those designated in the attached Legal Description and South Walton Overlay Visual, as presented. Any development or improvement on the Premises other than those approved March 28, 2023, are subject to future submission, review, and approval by the Board of Trustees.

Motion moved by Jon Ward and motion seconded by Don Litke.

Vote for: Kelley, Litke, Peacock, Ward; Vote against: Flynt

d. Raider Village Update (Presenters: Whitney Rutherford)

 [Raider Village Update Memorandum.docx](#)

 [Building Elevations.pdf](#)

 [Building Elevations with Floor Plans.pdf](#)

Motion: The Board of Trustees approves the floor plans and elevation renderings, as presented.

Motion moved by Don Litke and motion seconded by Jon Ward.

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

e. Purchases over \$325,000 (Presenters: Tanner McKnight)

 [Purchases over \\$325,000 March 2023 Memorandum.docx](#)

 [Purchases over \\$325,000 Supporting Materials.xlsx](#)

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

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

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

 [Solicitations Listing Memorandum.docx](#)

 [Solicitations Listing March 2023.pdf](#)

Motion: The Board of Trustees approves award to Cross Environmental Services, Inc. for ITB #2022-2023-03 Building 420 - Asbestos Removal. The Board of Trustees also approves the award to AJAX Building Company for RFQ 2020-2021-01 - Construction Management Services Remodeling of Building 420 Allied Health/Nursing.

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

3. Informational/Discussion Items

- a. Presentation by Northwest Florida Symphony Orchestra (Presenters: Todd Craven)
- b. Policy Revision: GP 6.00 Responsibility for Common Good and GP 19.00 Free Expression on Campus (Presenters: Whitney Rutherford)

 [Policy Revision GP 6.00 and GP 19.00 Memorandum.docx](#)

 [GP 6.00 Board of Trustees Responsibility for the Common Good and Prohibited Disruption of College Op.docx](#)

 [GP 19.00 Free Expression on Campus Supporting Materials.docx](#)

- c. Policy Revision: GP 12.00 AIDS Policy (Presenters: Cristie Kedroski)

 [GP 12.00 AIDS Policy Memorandum.docx](#)


 [GP 12.00 AIDS Policy .docx](#)


- d. Policy Revision: BS 13.00 Student Fees and Refunds (Presenters: Cristie Kedroski)

 [BS 13.00 Student Fees and Refunds Memorandum.docx](#)

 [BS 13.00 Student Fees and Refunds.docx](#)

- e. Policy Revision: TL 3.00 Occupational and General Adult Education Programs (Presenters: Deidre Price)

 [TL 3.00 Occupational and General Adult Education Programs Memorandum.docx](#)

 [TL 3.00 Occupational and General Adult Education Programs.docx](#)

- f. Policy Revision: TL 4.00 Vocational Education (Presenters: Deidre Price)

 [TL 4.00 Vocational Education Memorandum.docx](#)

 [TL 4.00 Vocational Education.docx](#)

- g. Policy Revision: SS 5.00 Student Life and Ombudsman

 [SS 5.00 Student Life and Ombudsman Memorandum.docx](#)

 [SS 5.00 Student Life and Ombudsman.docx](#)

- h. Policy Revision: TL 10.00 Pre-Apprenticeship Programs (Presenters: Deidre Price)

 [TL 10.00 Pre-Apprenticeship Programs Memorandum.docx](#)

 [TL 10.00 Pre-Apprenticeship Programs.docx](#)

- i. Policy Revision: TL 9.00 Advisory Committees (Presenters: Deidre Price)

 [TL 9.00 Advisory Committees Memorandum.docx](#)

 [TL 9.00 Advisory Committees.docx](#)

- j. President's Evaluation (Presenters: Lori Kelley)

 [President's Evaluation 2022-2023 Memorandum.docx](#)

 [President Evaluation 2022-2023.docx](#)

- k. Policy Revision: TL 14.00 Employment Contracts for Full-time Faculty (Presenters: Deidre Price)

 [TL 14.00 Employment Contracts for Full-time Faculty Memorandum .docx](#)


 [TL 14.00 Employment Contracts for Full-Time Faculty .docx](#)

 [TL 20.00 Academic Ranks.docx](#)

 [TL 21.00 Criteria to Measure Student Success.docx](#)

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

- m. Policy Revision: TL 11.00 Course Substitutions for Student Disabilities (Presenters: Deidre Price)

 [TL 11.00 Course Substitutions for Students with Disabilities Memorandum .docx](#)

 [TL 11.00 Course Substitutions for Students with Disabilities.docx](#)

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

 [Legal Claims Listing Memorandum.docx](#)

 [Legal Claims Listing Supporting Materials March 2023.pdf](#)

- o. Policy Revision: TL 16.00 Textbook Affordability (Presenters: Deidre Price)

 [TL 16.00 Textbook Affordability Memorandum.docx](#)

 [TL 16.00 Textbook Affordability.docx](#)

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

 [Grants Development Listing Memorandum.docx](#)

 [Grants Development Listing.pdf](#)

- q. Financial Report (Presenters: Tanner McKnight)

 [Financial Report Memorandum.docx](#)

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

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

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

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

 [Purchases over \\$65,000 Not Requiring Board Approval March 2023 Supporting Materials.xlsx](#)

4. Announcements

 [Announcements.docx](#)

F. Adjourn – 5:45 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.