

Minutes  
 Board of Trustees Meeting  
 Niceville Campus  
 Building 400, Morell Room 302  
 June 21, 2022, 3:16 p.m.

Lori Kelley, Chair  
 Rudy Wright, Vice Chair  
 Charlotte Flynt  
 Graham Fountain  
 Don Litke  
 Dr. Devin Stephenson, President

Others present: Cristie Kedroski, Senior Vice President; Deidre Price, VP of Academic Affairs; Randy White, VP of Business Operations and Finance; Pauline Anderson, AVP of Research and Assessment; Whitney Rutherford, AVP/General Counsel; Melissa Wolf-Bates, Executive Assistant to the President; Sam Renfroe, Executive Director of Grant Development; Ed Rosentel, Executive Director of Finance & Accounting; Roberta Mackey, Executive Director Human Resources; Sandy Arteaga, Interim Dean of College Pathways/Principal, Collegiate High School; Chris Stowers, Executive Director NWFSC Foundation; Bryan Brooks, Chief Communications Officer; Charlotte Kuss, Dean of Health Sciences, Wellness and Education; Michael Erny, Dean of Career and Technical Education; Rhonda Springfield, Director of K-12 Partnerships; Ramsey Ross, Athletic Director; Katherine St. Onge, Purchasing Director; Dennis Braun, Executive Director of Workforce Development; Dana Stephens, Dean of Arts and Sciences/Director Mattie Kelly Environmental Institute; Jeanette Shires, Director Mattie Kelly Arts Center; Stephanie Linard, Executive Director of Academic Records & Enrollment; Cole Allen, Chief Information Officer; Aaron Murray, Executive Director Campus Safety/Chief of Police; Genesis Calo-Martinez, Public Relations Specialist; Olivia Danner, Legal Assistant; Patrick Sweeney, Facilities Director; Luke Trexler, Multimedia Content Creator; Anthony Borella, Sound Engineer Mattie Kelly Arts Center; Josh Shen, Assistant Women's Basket Coach; Nick Frusdo, Assistant Men's Basketball Coach; Melanie Jackson, Executive Director of Academic Services & Strategies Initiatives; Shane Abbott, Community Member; Steve Jones, Regional Vice President of Cenergistic; Patt Maney, Florida State Representative – District 4; Caroline Maney, Community Member

Call to Order                      Lori Kelley, Chair

Approval of Agenda              The Board of Trustees approved the Agenda, as presented (Motion: Fountain; Second: Flynt; Voted For: Flynt, Fountain, Kelley, Litke, Wright).

**PRESENTATION &  
 REMARKS**                      Mr. Jones presented NWFSC with the Cenergistic 2022 Energy Stewardship plaque in recognition of the College's commitment to energy conservation.

Dr. Stephenson presented the Advancing Institutional Mission (AIM) Award to Representative Patt Maney for his outstanding support of the College during the last legislative session.

## CONSENT AGENDA

The Board of Trustees approved the following items on the Consent Agenda, as presented (Motion: Wright; Second: Litke; Voted For: Flynt, Fountain, Kelley, Litke, Wright):

- Budget Workshop Minutes, May 17, 2022
- Regular Meeting Minutes, May 17, 2022
- Personnel Agenda
- Annual Safety Reports

## ACTION AGENDA

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| Board Resolution: Shane Abbott   | The Board of Trustees approved Board Resolution No. 2 of FY22 honoring Shane Abbott, as presented. (Motion: Fountain; Second: Wright; Voted For: Flynt, Fountain, Kelley, Litke, Wright).                        |
| Board Policy<br>BS 12.00: Signature Authority                                      | The Board of Trustees approved Board Policy BS 12.00: Signature Authority, as presented. (Motion: Flynt; Second: Fountain; Voted For: Flynt, Fountain, Kelley, Litke, Wright).                                   |
| Board Policy<br>SS 7.00: Institutional Compliance for Military Tuition Assistance  | The Board of Trustees approved Board Policy SS 7.00: Institutional Compliance for Military Tuition Assistance, as presented. (Motion: Wright; Second: Litke; Voted For: Flynt, Fountain, Kelley, Litke, Wright). |
| Board Policy<br>TL 19.00: Posthumous Degrees                                       | The Board of Trustees approved Board Policy TL 19.00: Posthumous Degrees as presented. (Motion: Flynt; Second: Litke; Voted For: Flynt, Fountain, Kelley, Litke, Wright).  |
| Catalog Revision -<br>Code of Conduct  | The Board of Trustees approved the Catalog Revision - Code of Conduct, as presented. (Motion: Litke; Second: Fountain; Voted For: Flynt, Fountain, Kelley, Litke, Wright).                                       |
| Opportunity to Support Florida<br>College System Institutions<br>With Amicus Brief | The Board of Trustees approved to participate in amicus briefs with a coalition of FCS institutions, as presented. (Motion: Fountain; Second: Flynt; Voted For: Flynt, Fountain, Kelley, Litke, Wright).         |

President's Employment Contract	<p>Mr. Fountain motioned to modify the presented salary to \$286,000. Because there was no second, the motion was not considered.</p> <p>After discussion, a motion was made to amend the President's salary to \$280,000 (Motion: Fountain; Second: Kelley; Voted For: Flynt, Fountain, Kelley, Litke, Wright). The Board of Trustees approved the President's Employment Contract, as amended. (Motion: Litke; Second: Flynt; Voted For: Flynt, Fountain, Kelley, Litke, Wright).</p>
Capital Improvement Plan	<p>The Board of Trustees approved the Capital Improvement Plan, as presented (Motion: Fountain; Second: Wright; Voted For: Flynt, Fountain, Kelley, Litke, Wright).</p>
2022-23 College Budget	<p>The Board of Trustees approved the 2022-23 College Budget, as presented. (Motion: Litke; Second: Wright; Voted For: Flynt, Fountain, Kelley, Litke, Wright).</p>
Organization of the Board	<p>The Board of Trustees approved the Organization of Board for the Collegiate High School and Board of Trustees (Chair, Lori Kelley; Vice Chair, Rudy Wright) and the 2022-23 proposed meeting dates, as presented (Motion: Fountain; Second: Litke; Voted For: Flynt, Fountain, Kelley, Litke, Wright).</p>

### **INFORMATIONAL/DISCUSSION ITEMS**

2022-2023 Catalog Course Addition – Private Pilot Flight	<p>The Board members reviewed the presented 2022-2023 Catalog Course Addition for Private Pilot Flight.</p>
Deferred Maintenance Funding Request List	<p>The Board members reviewed the presented Deferred Maintenance Funding.</p>
Grants Development Listing	<p>The Board members reviewed the list of current grants.</p>
Legal Claims Review	<p>The Board members reviewed the list of current legal claims.</p>
Solicitations Progress Listing and Item(s) for Review	<p>The Board members reviewed the list of current solicitations.</p>
College Monthly Financial Report	<p>The Board members reviewed the College Monthly Financial Reports for May 2022.</p>
Purchases over \$65,000 Not Requiring Board Approval	<p>The Board members reviewed the Purchases over \$65,000 Not Requiring Board Approval from May 1 – May 31, 2022.</p>

Chair's Comments Chair Kelley reminded Board members the annual Ethics Form deadline is July 1. She invited Ms. Rutherford and Ms. Wolf-Bates to speak regarding the new Board portal. Ms. Kelley thanked the Board members for their thoughtful discourse at the meeting.

President's Report Dr. Stephenson shared a potential educational partnership opportunity with the Walton County School District and NWFSC's Chautauqua Center in DeFuniak Springs. He also shared highlights from recent College events and the Culinary department's participation in Smoke on the Coast as well as College's production of *Rogers & Hammerstein's Cinderella* in July.

## AROUND THE ROOM

Trustee Flynt Ms. Flynt encouraged pursuits to engage Walton County in dual enrollment opportunities.

Trustee Fountain Mr. Fountain thanked the new conductor for his work engaging the community.

Trustee Kelley Chair Kelley encourage all Board members to attend completion ceremonies and other College events.

Trustee Litke Maj. Gen Litke congratulated Ms. Kelley and Maj. Gen. Wright as incoming chair and vice chair.

Trustee Wright Maj. Gen. Wright reflected on the "good" things the College is accomplishing.

**ADJOURNMENT:** The meeting adjourned at 5:12 p.m.

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

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Lori Kelley, Chair  
Board of Trustees  
Northwest Florida State College

Please note: 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.

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