



May Meeting Minutes

Northwest Florida State College

May 21, 2024 at 3:00 PM CDT

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

Attendance

Trustees:

Rhea Goff, Megan Harrison, Lori Kelley (Chair), Don Litke, Tanner Peacock, Jon Ward, Rudy Wright (Vice Chair)

Absent:

Cory Fosdyck

Board Attorney:

Hayward Dykes

NWFSC President:

Devin Stephenson

NWFSC Faculty/Staff:

Melissa Wolf, Sandy Arteaga, Olivia Danner, Charlotte Kuss, Kevin Brown, Chris Stowers, Chris Nida, Chris Gabers, Roberta Mackey, Tony Borella, Jeff McGill, Jeanette Shires, Conner Rogers, Steven Hough, Aaron Murray, Jenna Sheffield, Bryan Brooks, Cole Allen, Whitney Rutherford, Henry Mack, Tanner McKnight, Cristie Kedroski

II. Board of Trustees

A. Call to Order - 3:11 p.m.

B. Approval of Agenda

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

Motion moved by Rhea Goff and motion seconded by Megan Harrison. Vote For: Goff, Harrison, 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 Don Litke and motion seconded by Rhea Goff. Vote For: Goff, Harrison, Kelley, Litke, Peacock, Ward, Wright

a. Regular Meeting Minutes



 [2024_04.16_BOT_Minutes_DRAFT.docx](#)

- b. Personnel Agenda
 -  [Personnel Agenda Memorandum.docx](#)
 -  [Personnel Agenda Supporting Materials BOT May 2024.xlsx](#)
 -  [Open Position Report BOT May 2024.xlsx](#)

- c. Asset Retirement
 -  [Asset Retirement Listing Memorandum.docx](#)
 -  [Asset Retirement Listing Supporting Materials.pdf](#)

2. Action Items

- a. Foundation/College FY2025 Memorandum of Understanding (Presenters: Chris Stowers)

-  [Foundation/College MOU Memorandum.docx](#)
-  [Foundation/College FY2025 MOU.docx](#)

Motion: The Board of Trustees approves the 2024-25 Foundation-College Memorandum of Understanding, as presented.

Motion moved by Rudy Wright and motion seconded by Rhea Goff. Vote For: Goff, Harrison, Kelley, Litke, Peacock, Ward, Wright

- b. Foundation Slate of Officers and Directors 2024-2025 (Presenters: Chris Stowers)

-  [Foundation Slate of Officers and Directors Memorandum.docx](#)
-  [Foundation 2024-25 New Directors Bios.pdf](#)

Motion: The Board of Trustees approves the 2024-25 Foundation Board Slate of Officers and Directors, as presented.

Motion moved by Tanner Peacock and motion seconded by Rudy Wright. Vote For: Goff, Harrison, Kelley, Litke, Peacock, Ward, Wright

- c. Request to Advertise: TL 14.00 Employment Contracts for Full-Time Faculty (Presenters: Henry Mack)

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

Motion: The Board of Trustees approves the request to advertise Board Policy TL 14.00 Employment Contract for Full-Time Faculty, as presented.

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

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

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

 [Purchases over \\$325,000 May 2024 Spreadsheet.xlsx](#)

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

Motion moved by Megan Harrison and motion seconded by Rhea Goff. Vote For: Goff, Harrison, Kelley, Litke, Peacock, Ward, Wright

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

 [Legal Claims Listing Memorandum.docx](#)

 [Legal Claims Listing Supporting Materials May 2024.pdf](#)

Motion: The Board of Trustees approves resolution of the Odom v. The District Board of Trustees of Northwest Florida State College claim, as presented, and directs the President to sign all required documents.

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

3. Informational/Discussion Items

- a. General Education Review (Presenters: Henry Mack)

 [General Education \(Gen Ed\) Review Memorandum.docx](#)

 [Gen Ed Review Supporting Materials.pptx](#)

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

 [Grants Development Listing Memorandum.docx](#)

 [May 2024 Grants Development Listing.pdf](#)

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

 [Solicitations Listing Memorandum.docx](#)

 [May 2024 Solicitations Listing .xlsx](#)

- d. Change Orders Over \$325,000 (Presenters: Tanner McKnight)

 [Change Orders Over \\$325,000 Memorandum.docx](#)

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

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

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

- f. Financial Report (Presenters: Tanner McKnight)

 [Financial Report Memorandum.docx](#)

 [FY24 Apr 2024 Board Financial Report.pdf](#)

- g. Trustee Liaison Report (Presenters: Don Litke)

 [Trustee Liaison Report Memorandum.docx](#)

 [Trustee Liaison Report Supporting Materials.pdf](#)

h. Chair's Comments (Presenters: Lori Kelley)

Chair Kelley reminded the Board to return search firm rankings by May 29 and shared that the president's evaluation will be coming soon, the June meeting will be held on the Niceville Campus, NWFSC/FAMU Partnership Signing Ceremony is on June 4 , and CHS Graduation is May 22 at Mattie Kelly Arts Center.

i. President's Report (Presenters: Devin Stephenson)

4. Announcements

 [Announcements.docx](#)

F. Adjourn - 3:43 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.