

REGION ACTIVITES



Dis

Region II Chapter President's Meeting
11:00am, Friday, February 14, 2020
Conference Call - Minutes

Call to Order - Joyce Smith, Region II Director, called to order the Region II Chapter President's Conference Call at 11:08 a.m. on February 14, 2020.

In Attendance – The following members were in attendance: Joyce Smith (Region II Director), Holly Sutton (VP Regions & Chapters), Andrea Gabriel (FGC), and Jack Hall (SJR).

Spring Conference (April 17, 2020)

- Theme - Leadership: Share the Vision
- Cost -\$35 early registration/ \$50 after April 3, 2020 (One Presenter per session will have a discounted rate of \$25). Discussion held about the possibility of soliciting sponsors in order to offer a free conference to attendees for more participation.
- Agenda
 - Start and End Time - 9am – 4pm (8:30am begins registration and coffee)
 - Topics - Leadership & Management, Service, Communication, Personal and Interpersonal Skills, Team-Building, Community Engagement & Outreach, Mental Health/Wellness, Mentoring, etc.
 - Number of Breakout Sessions (6-8)
 - Call for Proposals
 - Send out on Monday, February 17, 2020
 - Proposal due date, Friday, March 13, 2020
 - Review proposals submitted on Tuesday, March 24, 2020
 - Notify presenters after proposal review
- Lunch
 - Meal type was discussed and Holly recommended that we have someone pay attention to the dietary restriction(s) listed on the submitted registration forms.
- Service Project
 - Foster Children St. Johns is the designated service project organization.
 - Items Requested
 - Requested of Chapters (update on items collected will during the first April 2020 meeting)
 - Jack suggested that the other chapters assist chapters who are unable to meet their quantity goal(s)

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pg. 2

- Door Prizes
 - Two Prizes per college - \$10 maximum/minimum value (minus college logo/name)
 - Grand Prize from Marsha 😊

- Social
 - Distillery Tour
 - St. Augustine Distillery
 - Social will be held on April 16, 2020
 - "Planning to Attend the Social" will be asked on the registration form

- Fundraiser
 - Region II T-Shirts (L, XL, and 2XLs are available)
 - Lotto/Gift Card Flower
 - \$20 each chapter (any combination of lottery tickets and gift card(s))
 - \$5/\$10 lottery Tickets
 - \$15/\$10 gift card(s)

- ~~Spring~~ Summer Social
 - Ideas were tossed around about hosting a region social in Gainesville, FL at a Alley Gatorz Bowling Center during the summer months.

- Old/New Business
 - Region II Director-Elect Position – Chapter Presidents were asked to make their chapters aware that we are seeking to fill this position prior to the Annual Conference in November 2020

- Next Meeting
 - March 6, 2020 @ 11am

- Meeting adjourned at 11:52 a.m.





Region II Chapter President's Meeting
11:00am, Friday, March 6, 2020
Conference Call

Call to Order – Joyce Smith, Region II Director, called to order the Region II Chapter President's Conference Call at 11:03 a.m. on March 6, 2020.

In Attendance – The following members were in attendance: Joyce Smith (Region II Director), Christine Tripp (VP-Elect for Regions & Chapters), Kerri Burns (FSCJ), and Jack Hall (SJR).

Approval of February 14, 2020 Minutes – Motion to approve by Jack Hall, Seconded by Kerri Burns.

Review & Approval of Region II Bylaws – Approved by members in attendance, Kerri Burns, Jack Hall, Joyce Smith

Spring Conference (April 17, 2020)

- Proposals
 - Received nine (9) proposal submissions to date
 - Proposals selected by the group
 - *Ethical Leadership*, Bryant Stewart, FSCJ
 - *CPEC 101*: Andrea Gabriel, FGC
 - *Creating a Culture of Belonging*, Ginger T. Bernal, SJR State
 - *First in the World (FITW) Contextualized Co-Requisite Algebra Track (CCAT) Math Grant*, Dr. Roger Blanco, MDC
 - *Let's Give Them Something to Talk About: AFC Membership*, Matt Wetzel, FSCJ
 - *Share the Vision through DIScovery*, Dr. Katie Nall, IRSC
 - *Microaggressions and Team Building*, Sal Shimy, EFSC*
 - Kerri mentioned that there may be one more proposal coming from FSCJ. Joyce is also awaiting a proposal from SJR State pertaining to the CCP.
- Cost
 - It was decided to offer a flat fee of \$25 for everyone (members and non-members)
 - The registration fee will be waived for conference presenters
- Fundraiser
 - Donations (gift cards/lotto tickets) should be received by April 10.
 - No additional fundraising will be entertained
- Service Project
 - Goal is to donate 75 care packages to Foster Children of St. Johns
 - 75 of each of the items selected for each institution
 - Collected donations can be received at the conference



- Update on items collected at the March 30 meeting

Region II Chapter President's Meeting
11:00am, Friday, March 6, 2020
Conference Call

(Minutes Continued)

- Chapter Updates
 - FSCJ – The chapter is focusing on revitalizing their current members rather than increasing membership due to a decline in member participation. Their theme for this goal is “Renewed Vision”, which aligns with the current AFC President’s theme. On April 16, Marsha and the AFC team will be presenting a Lunch & Learn session, “Share the AFC Story”, at FSCJ to assist with their efforts. Additional details will be shared when received.
 - FGC – Not in Attendance
 - NFC – Not in Attendance
 - SFC – Not in Attendance (Spring Break)
 - SJR State – The chapter is focusing on the value of being a member of AFC and how members can receive a greater return on their investment. The chapter discussed creating professional development scholarships for conference attendance outside of AFC and also for participation in the CCP.
- Old/New Business
 - We are still in search of a Region II Director-Elect for 2020
 - Kerri mentioned that she has someone that she will approach to see if they are interested in taking on this role.
- Next Meeting
 - March 23, 2020 at 11am



Region II Chapter President's Meeting
10:00am, Tuesday, April 28, 2020
Conference Call

Call to Order - Joyce Smith, Region II Director, called to order the Region II Chapter President's Conference Call at 10:06 a.m. on April 28, 2020.

In Attendance – The following members were in attendance: Joyce Smith (Region II Director), Christine Tripp (VP-Elect for Regions & Chapters), Brian Stewart (in for Kerri Burns (FSCJ)), and Traci (SFC).

Spring Virtual Conference

- Conference Details
 - Date: Wednesday, May 27, 2020
 - Theme: Conference Theme will remain the same, Leadership: Share the Vision
 - Platform: Zoom
 - Matt White will be consulted for assistance
 - Agenda sessions will be consecutive
 - Length of conference will be determinate on number of presenters/presentations available
 - Door Prizes will be in the form of [eGift Cards](#) from online vendors.

 - Presentations
 - The group will review previously accepted proposals (below) for inclusion and contact presenters for availability
 - *Ethical Leadership*, Bryant Stewart, FSCJ
 - *CPEC 101*: Andrea Gabriel, FGC
 - *Creating a Culture of Belonging*, Ginger T. Bernal, SJR State
 - *First in the World (FITW) Contextualized Co-Requisite Algebra Track (CCAT) Math Grant*, Dr. Roger Blanco, MDC
 - *Let's Give Them Something to Talk About: AFC Membership*, Matt Wetzel, FSCJ (Marsha Kiner)
 - *Share the Vision through DIScovery*, Dr. Katie Nall, IRSC
 - *Microaggressions and Team Building*, Sal Shimy, EFSC*
 - *Marshmallow Challenge*, Michelle Mancil & Terry Thomas, SJR State
 - *GRRATE - Guitars, Robotics, and Rocketry to Enhance Advanced Technical Education - An ATE grant project you could try!*, Shellie Banfield, SFC
 - Explore new presentations for those working from home, i.e. stress management, productivity, emotional wellness, balance, conferencing tools, virtual professional development opportunities, mindfulness, maintaining connections with co-workers, etc.

 - Service Project
 - Thank you letters to essential (state) businesses that have remained open to serve the public

 - Next Meeting
 - May 7, 2020 at 2pm
-



Region II Chapter President's Meeting
10:00am, Wednesday, May 6, 2020
Conference Call

Call to Order - Joyce Smith, Region II Director, called to order the Region II Chapter President's Conference Call at 10:06 a.m. on May 6, 2020.

In Attendance – The following members were in attendance: Joyce Smith (Region II Director), Kerri Burns (FSCJ), and Jack Hall (SJR State).

Spring Virtual Conference

- Conference Details
 - Conference date has been added to the AFC website and a registration link is available
 - Presentation length will be 30 minutes due to Zoom licensing
 - [eGift Cards](#) will be awarded after each presentation session
 - 2-3 gift cards will be donated by each Region II chapter.
 - Presentations
 - Added to the agenda
 - *AFC Update*, Michael Brawer, AFC Executive Director/CEO
 - *Ethical Leadership*, Bryant Stewart, FSCJ
 - *First in the World (FITW) Contextualized Co-Requisite Algebra Track (CCAT) Math Grant*, Dr. Roger Blanco, MDC
 - *GRRATE - Guitars, Robotics, and Rocketry to Enhance Advanced Technical Education - An ATE grant project you could try!*, Shellie Banfield, SFC
 - *Maintaining Mental Health and Managing Anxiety During A Global Pandemic*, Dr. Douglass Lobo
 - *Share the Vision through DIScovery*, Dr. Katie Nall, IRSC
 - *Microaggressions and Team Building*, Sal Shimy, EFSC*
 - *Synchronous Online Learning*, Jack Hall, SJR State
 - CPs are reaching out to their members for additional presentations that will be of interest to those working from home
 - Region Socials
 - CPs are going to think of ways for the region to host fun and exciting virtual socials throughout the year.
 - Next Meeting
 - May 11, 2020 at 10am
-



Region II Chapter President's Meeting
10:00am, Monday, May 11, 2020
Conference Call

Call to Order - Joyce Smith, Region II Director, called to order the Region II Chapter President's Conference Call at 10:06 a.m. on May 11, 2020.

In Attendance – The following members were in attendance: Joyce Smith (Region II Director), Tracy Moorman (SFC), and Andrea Gabriel (FGC).

Spring Virtual Conference

- Conference Details
 - Date: May 27, 2020
 - Time: Morning Program (9am – 12:30pm); Afternoon Program (2pm - 4:30pm)
 - [eGift Cards](#) in the amount of \$20-\$25 from each chapter
- Presentations
 - Nine sessions confirmed
 - Recent additions:
 - *Let's Give Them Something To Talk About: AFC Membership*, Matt Wetzel, FSCJ
 - *CPEC 101*, Andrea Gabriel, Florida Gateway College
- Region Socials
 - June 2020, Movie Night
 - July 2020, Virtual Happy Hour
 - August 2020, Virtual Game Night
- Next Meeting
 - May 18, 2020 at 10am

From: [Smith, Joyce](#)
Bcc: shellie.banfield@sfcollege.edu; rblanco7@mdc.edu; bstewart@fscj.edu; shimys@easternflorida.edu; knall@irsc.edu; [Hall, Jack C.](#); "Andrea Gabriel"; "Wetzel, Matt J."; [Lobo, Dr. Douglass](#)
Subject: Practice for Region II Virtual Conference
Date: Tuesday, May 19, 2020 11:53:49 AM
Importance: High

Eileen Johnson is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86565899085?pwd=cmltUzVBbGhpVlE2UWsxMW5HdytoUT09>

Meeting ID: 865 6589 9085

Password: 802628

One tap mobile

+13017158592,,86565899085#,,1#802628# US (Germantown)

+13126266799,,86565899085#,,1#802628# US (Chicago)

Dial by your location

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+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 865 6589 9085

Password: 802628

Find your local number: <https://us02web.zoom.us/j/kAUiMDvhM>

JOYCE SMITH

Public Services Librarian

St. Johns River State College

5001 St. Johns Avenue | Palatka, FL 32177

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Visit us on the Web at SJRstate.edu

Follow the Library and ASC on [Facebook](#) & [Instagram](#) @sjrstatelibrary

State operates on a 4-day work week in the summer, Monday - Thursday. Business is conducted Monday – Thursday. SJR State’s campuses are currently closed & I am working remotely.

AFC Region II Virtual Spring Conference



Leadership: Share the Vision

Hosted by St. Johns River State College

Wednesday, May 27, 2020	
9:00 - 9:15 AM	Welcome and Introductions Joyce Smith, AFC Region II Director Jack Hall, AFC Chapter President, St. Johns River State College Matt White, AFC President
9:15 - 9:30 AM	Legislative Update Jack Hall, Legislative Liaison, St. Johns River State College
9:30 - 9:45 AM	AFC Update Michael Brawer, AFC Executive Director/CEO
9:45 - 10:15 AM	Maintaining Mental Health and Managing Anxiety During A Global Pandemic Dr. Douglass Lobo, St. Johns River State College
10:15 - 10:45 AM	Ethical Leadership Bryan Stewart, Florida State College at Jacksonville
10:45 - 11:15 AM	Share the Vision through DIScovery Dr. Katie Nall, Indian River State College
11:15 - 11:45 AM	GRRATE - Guitars, Robotics, and Rocketry to Enhance Advanced Technical Education - An ATE grant project you could try! Shellie Banfield and Gina Greenidge, Santa Fe College
11:45 - 12:15 PM	CPEC 101 Andrea Gabriel, Florida Gateway College
AFTERNOON BREAK	
12:15 - 2:00 PM	
2:00 - 2:30 PM	Let's Give Them Something to Talk About: AFC Membership Matt Wetzel, Florida State College at Jacksonville
2:30 - 3:00 PM	Recitation Hall: Effective Peer-Facilitation of a Gateway Math Co-Requisite Course Dr. Roger Blanco, Miami Dade College
3:00 - 3:30 PM	Microaggressions and Team Building Sal Shimy, Eastern Florida State College
3:30 - 4:00 PM	Teaching and Learning after COVID-19 Jack Hall, St. Johns River State College
4:00 - 4:15 PM	Closing Remarks, Questions, Door Prize Notifications

Session Descriptions

Maintaining Mental Health and Managing Anxiety During A Global Pandemic

9:45 - 10:15 AM - Dr. Douglas Lobo, CARE Counselor, St. Johns River State College

Maintaining your mental health and managing your anxiety is vitally important in successfully navigating the uncertainty of the tumultuous and unpredictable situation(s) created by the current global Coronavirus19 pandemic. This is true for you as college staff and employees, but probably even more critical for the students that you assist every day.

This brief webinar will focus on:

- ✓ Keys and tips to maintain mental health balance
- ✓ Strategies to improve anxiety management
- ✓ Online resources for staff and students
- ✓ The importance of human interactions, relationships, and kindness
- ✓ The power of positivity in difficult times

Ethical Leadership

10:15 - 10:45 AM - Bryan Stewart, Administration Support Manager, Florida State College at Jacksonville

This session is based on a presentation first given in 2010 by Dr. Charles Dassance, President Emeritus of the College of Central Florida, as part of the Core Courses training for the Florida College Professional Certification. It will seek to define ethical leadership by breaking down and analyzing the individual components of ethics and leadership, examining servant leadership, discussing organizational ethics, and exploring in depth the ten characteristics of ethical leaders as presented in “Developing Ethical Leadership,” a paper on ethical leadership written by Dr. R. Edward Freeman and Lisa Stewart, produced by the Business Roundtable Institute of Corporate Ethics in 2006.

Share the Vision through DIScovery

10:45 - 11:15 AM - Dr. Katie Nall, Program Director, Indian River State College

In this presentation, you will learn quick and easy ways to understand the preferred work environment, the obstacles, the different fear responses, and the motivators for each type of individual and how you can better influence your staff. Learning how to identify each individual’s preferred method of communication and expectations will allow you to implement your vision quicker and easier as everyone will be seeing (and hearing) the same message.

GRRATE – Guitars, Robotics, and Rocketry to Enhance Advanced Technical Education – An ATE grant project you could try!

11:15 - 11:45 AM - Shellie Banfield, Director, Santa Fe College Davis Center and Gina Greenidge, Director, Santa Fe College Watson Center

Attracting students to high-technology fields and matching them with future employers is a challenge. This presentation highlights a project working to expand student interest and build their efficacy in STEM skills. This discussion will introduce you to Santa Fe College's creation of a college elective course teaching similar academic and hands on skills across three different projects including building electric guitars, building and programming Vex robotics, and designing, building, and launching rockets.

CPEC 101

11:45 - 12:15 PM - Andrea Gabriel, Payroll Supervisor, Florida Gateway College

This presentation will introduce the Career & Professional Employees Commission to AFC members and share the values of being involved in Commissions with AFC.

Let's Give Them Something To Talk About: AFC Membership

2:00 - 2:30 PM - Matt Wetzal, Florida State College at Jacksonville

Have you ever been asked the following questions or asked them yourself? What is AFC? What does AFC do for its members, and why should anyone join and become active? If so, then this session is for you! Join us as we share the inner workings of the Association of Florida Colleges (AFC), its network, and how membership comes with privileges. From advocacy to professional development, the Association of Florida Colleges has a lot to offer its members. Discover the benefits of belonging and why AFC Membership matters!

Recitation Hall: Effective Peer-Facilitation of a Gateway Math Co-requisite Course

2:30 - 3:00 PM - Dr. Roger Isaac Blanco, Director Pedagogy Fitw Grant, Miami Dade College

If the *basic improvement in teaching Intermediate Algebra can be calculated as an area*, how can that area be bolstered? Further gains can be achieved by employing energized student role models as Instructional Learning Assistants (ILAs) who facilitate dynamic Recitation Hall Sessions. Data from a broad swath of post-secondary institutions attest to the effectiveness of these perceived peers at increasing active learning and improving outcomes. We present both our current research findings and best practices for college math departments considering this proven innovation, to not only calculate that area but to expand it into a *perfect square*!

Under Miami Dade College Recitation Hall Model, we reveal how the course content gets reviewed, how engagement techniques can be taught, and how ILAs assist with Early Alerts and Intervention Systems. The faculty-led class, the group work with ILAs, and the one-on-one tutoring by ILAs create a fully-supported environment for student success—that is what we call a *perfect square in Recitation Hall*!

Micro-aggressions and Team -Building

3:00 - 3:30 PM - Sal Shimy, Academic Success Support Adviser, Eastern Florida State College

All of us are adapting to new realities, dealing with new stressors, and coping with fear. How can we maintain a healthy environment for ourselves and our students? One way is by being more sensitive to each other. We can do this by understanding what microaggression is, how it causes stress, and the best techniques to eliminate it within our control. Ask yourself “have I ever experienced microaggression?” Some of us will say “everyday” while others will not even know what that means.

This presentation is for faculty, staff, and administration seeking to create a healthier work environment for employees and a more pleasant classroom for students.

Teaching and Learning after COVID-19

3:30 - 4:00 PM - Jack Hall, Director of eLearning, St. Johns River State College

How will the COVID-19 pandemic alter the future of teaching and learning? This session will review potential changes to the higher education landscape in a post-pandemic world and analyze impacts to teaching and learning. We will also discuss strategies to manage disruptions caused by the COVID-19 pandemic.



Certificate of Appreciation

THIS IS PRESENTED TO

Dr. Douglass Lobo

for his participation in the
AFC Region II Virtual Spring Conference

Maintaining Mental Health and Managing
Anxiety During A Global Pandemic

May 27, 2020



A handwritten signature in black ink, appearing to read 'Jack Hall', is positioned above a solid black horizontal line.

MATT WHITE

AFC President

JOYCE SMITH

AFC Region II Director

JACK HALL

AFC Chapter President,
SJR State

From: [Katie Nall](#)
To: [White, Matthew](#); [Smith, Joyce](#)
Subject: Thank you!
Date: Monday, July 6, 2020 5:08:00 PM
Attachments: [image002.png](#)

EXTERNAL: This email originated from outside of SJRstate. Do not click any links or open any attachments unless you trust the sender and know the content is safe. Please forward suspicious emails to PhishStink@sjrstate.edu.

Your beautiful certification of appreciation arrived in the mail this weekend. So thankful to each of you – please extend my appreciation to Mr. Jack Hall as well – I don't have his email address.

Let me know when I can be of additional assistance.

Stay safe!

Katie



Katherine L. Nall, Ph.D.
Program Director
Mueller Campus
Indian River State College
Phone: 772-226-0167
E-mail: knall@irsc.edu www.irsc.edu
6155 College Lane, Vero Beach, FL 32966 – working from home

*** Schedule an appointment by clicking here: <https://IRSCKatieNall.as.me/>

[IRSC Mueller Campus Program
Director](#)

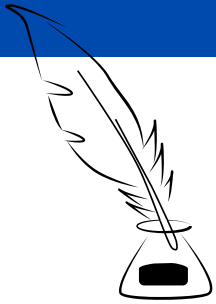
irsckatienall.as.me

Schedule your appointment online with IRSC
Mueller Campus Program Director

Letters of Gratitude!



Be a Virtual Volunteer and join the Operation Gratitude Movement!
Write letters for: Law Enforcement, Fire, EMS, Health Care Providers



AFC REGION II SPRING CONFERENCE VOLUNTEER PROJECT

Operation Gratitude Letter Writing Guidelines:

Address letters to the following: "Dear First Responder", "Dear Health Care Provider", "Dear Law Enforcement Officer", "Dear Fire Fighter", etc.

Express your thanks for their selfless service to the community. These letters will be sent to First Responders across the nation, so please refrain from mentioning your specific community.

Keep messages positive. Suggested topics include: expressing gratitude for their service, sharing hopeful messages, well wishes, and positive thoughts. Prayers are welcome, however please avoid excessive religious comments. Share about yourself, family, hobbies, work, school, pets, travel, interests, etc. Abstain from writing about violence, killing, illness, injury, death, and dying, etc. Avoid all mention of politics.

Refrain from including contact or distinguishing information for anyone under the age of 18. This includes last name, home or email address, phone numbers, school information, social media usernames and phone numbers. If you are over 18, you may include your contact information so the letter recipient can reply.

Can't find the words? Consider drawing or painting a picture instead. Please add a note to kids' drawings with their age. Refrain from using glitter or confetti please!

**Send letters to the SJR State Foundation Office:
5001 St. Johns Ave, Palatka, FL 32177**

***Kate Adornetto will be collecting letters to send to Operation Gratitude -
Thank you for volunteering!***



Serving the Florida College System since 1949

From: [Sharlee Whiddon](#)
To: [Wanjiku Jackson](#); [Smith, Joyce](#); [warde@chipola.edu](#); [mbois@gulfcoast.edu](#); [chaveza1@nwfsc.edu](#); [mminer@pensacolastate.edu](#); [harrisok@tcc.fl.edu](#); [andrea.gabriel@fgc.edu](#); [jwhittin@fscj.edu](#); [belld@nfcc.edu](#); [Hall, Jack C.](#); [tom.mason@sfcollege.edu](#); [clarka@chipola.edu](#); [barfieldp@chipola.edu](#); [whitew@chipola.edu](#); [bstewart@fscj.edu](#); [e.a.prosser@fscj.edu](#); [Monica.Franklin@fscj.edu](#); [terry.hollingshead@fscj.edu](#); [virginia.haworth@fscj.edu](#); [mwetzel@fscj.edu](#); [trina.mccowan@fscj.edu](#); [jburton@fscj.edu](#); [abarker@fscj.edu](#); [a.antee@fscj.edu](#); [chshuler@fscj.edu](#); [thomas.morris@fscj.edu](#); [renee.lewis@fscj.edu](#); [jowens9@gulfcoast.edu](#); [lcannon@gulfcoast.edu](#); [dterryn@gulfcoast.edu](#); [wdoover@gulfcoast.edu](#); [chaveza1@nwfsc.edu](#); [dietzoh@nwfsc.edu](#); [durhamb@nwfsc.edu](#); [leakea@nwfsc.edu](#); [adamsj@nwfsc.edu](#); [quinns1@nwfsc.edu](#); [riggsr3@nwfsc.edu](#); [celestik@nwfsc.edu](#); [pattys1@nwfsc.edu](#); [johns351@nwfsc.edu](#); [chancelj@nwfsc.edu](#); [pincknel@nwfsc.edu](#); [jacksonw@nwfsc.edu](#); [mitchej@nwfsc.edu](#); [comeaut@nwfsc.edu](#); [okalu@pensacolastate.edu](#); [thenderson@pensacolastate.edu](#); [ajjones@pensacolastate.edu](#); [toquinn@pensacolastate.edu](#); [tjones@pensacolastate.edu](#); [fholt@pensacolastate.edu](#); [csalisbury@pensacolastate.edu](#); [mheller@pensacolastate.edu](#); [jwoods@pensacolastate.edu](#); [tprice@pensacolastate.edu](#); [ngonzales@pensacolastate.edu](#); [Gibson, Michelle E.](#); [Brown, Amanda M.](#); [Reeger, Paula](#); [Thomas, Terry L.](#); [Fezie, Laura](#); [Adornetto, Kate](#); [Rogers, Jr, James R.](#); [Lafond, Don](#); [Jones, Heather](#); [Ware, Shasta C.](#); [Bass, Royce](#); [tracy.moorman@sfcollege.edu](#); [carol.pugh@sfcollege.edu](#); [christina.mattern@sfcollege.edu](#); [liz.jusino@sfcollege.edu](#); [benjamin.fox@sfcollege.edu](#); [steve.grosteffon@sfcollege.edu](#); [liam.mcclay@sfcollege.edu](#); [debi.mcelroy@sfcollege.edu](#); [gina.scinto@sfcollege.edu](#); [gormand@tcc.fl.edu](#); [harrisok@tcc.fl.edu](#); [martinsa@tcc.fl.edu](#); [marshalb@tcc.fl.edu](#); [hyden033@tcc.fl.edu](#); [washinsu@tcc.fl.edu](#); [moorev@tcc.fl.edu](#); [mitchelg@tcc.fl.edu](#); [walkers@tcc.fl.edu](#); [harawat@tcc.fl.edu](#); [edwardsj@tcc.fl.edu](#); [andrea.gabriel@fgc.edu](#); [jeanne.anderson@fgc.edu](#); [erin.sheehan@fgc.edu](#); [janet.bargar@fgc.edu](#)
Cc: [Marsha Kiner](#); [Eileen Johnson](#); [David Schrenk](#); [andre_hawkins@bellsouth.net](#); [toddb@tcc.fl.edu](#); [trippc@easternflorida.edu](#); [williagr@tcc.fl.edu](#); [holly.sutton@fgc.edu](#); [John Fey](#); [mcgeem@cf.edu](#); [White, Matthew](#); [coulterr@palmbeachstate.edu](#)
Subject: AFC Town Hall Meeting, Region I and Region II - Thursday, October 1 at 2 pm
Date: Friday, September 25, 2020 9:51:10 AM
Attachments: [image001.png](#)

EXTERNAL: This email originated from outside of SJRstate. Do not click any links or open any attachments unless you trust the sender and know the content is safe. Please forward suspicious emails to PhishStink@sjrstate.edu

Good Morning,

You are invited to attend an AFC Town Hall Meeting for Region I and Region II, on Thursday, October 1 at 2 pm. The AFC is embarking on strategic and long-range planning for the organization. We need you!

We want your thoughts and ideas. We will be hosting Town Halls throughout September and October with our AFC leaders and members to receive your feedback on the future of the AFC. The goal will be to identify ways we can more efficiently and effectively advance the AFC's mission and goals. We want to answer the question: Where do we go from here?

Please register in advance for this meeting:

[AFC Town Hall Meeting, Region I and Region II](#)

After registering, you will receive a confirmation email containing information about joining the meeting.

For any members who cannot attend the virtual town hall event and want to participate, AFC staff and members of the AFC Executive Committee will continue collecting your

feedback via email so that we can consider all viewpoints as we begin our strategic planning process. At the Assembly of Delegates Meeting during the Virtual Annual Conference in November, we will share a summary of the received feedback and provide you with our plan for kicking off the strategic planning process.

Please join us!

Marsha Kiner, MS, CAE, DPL
Interim Executive Director

Association of Florida Colleges
1725 Mahan Drive | Tallahassee, FL 32308
Phone: (850)222-3222 | Fax: (850)222-2327 | mkiner@myafchome.org
www.myafchome.org
<https://zoom.us/j/2265910635>





Region II Fall Service Project

SOLO BEACH CLEANUP

**The Entire Month of
September!**

**Join hundreds of Floridians for the
2020 International Coastal Cleanup.**

Click [here](#) for more details!

Send photos to
[@AFCRegion2](#)



Beach Cleanup Anywhere

A “beach cleanup” doesn’t necessarily have to be conducted on the beach. You can conduct a solo cleanup wherever it is safe and convenient to do so – in your neighborhood, at your local park, or anywhere in your watershed!



Keep Florida Beautiful
KEEP AMERICA BEAUTIFUL AFFILIATE

From: afc@memberclicks-mail.net on behalf of [Association of Florida Colleges](#)
To: [Smith, Joyce](#)
Subject: AFC Region II Service Project
Date: Thursday, September 3, 2020 4:16:06 PM
Attachments: [Fall Service Project.pdf](#)

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Region II Fall Service Project

Beach Cleanup Anywhere

A “beach cleanup” doesn’t necessarily have to be conducted on the beach. You can conduct a solo cleanup wherever it is safe and convenient to do so – in your neighborhood, at your local park, or anywhere in your watershed!

Check out the attached flyer for more information!

This email was sent to JoyceSmith@sjrstate.edu by JoyceSmith@sjrstate.edu
Association of Florida Colleges · 1725 Mahan Drive, Tallahassee, Florida 32308, United States

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A

Wed 6/17/2020 1:50 PM

afc@memberclicks-mail.net

on the HORIZON - your AFC e-Newsletter

To Smith, Joyce

 If there are problems with how this message is displayed, click here to view it in a web browser.

think. It's what makes diversity work!
To register, [click here](#).

Name That Tune

"Music Through the Decades - NAME THAT TUNE"



Hosted by Your AFC Region Directors
June 18th at 7 p.m.

**Please note: It is ideal to have your phone and another device to play along. We will be using KAHOOT.
1st and 2nd place prizes for those who can guess the most 70's, 80's and 90's music.**

JOIN US FOR SOME FUN and PRIZES by [clicking here](#).

"Not life, but good life, is to be chiefly valued."

- Socrates

From: [Eileen Johnson](#)
To: [Smith, Joyce](#)
Subject: Name that Tune hosted by your AFC Region Directors Confirmation
Date: Thursday, June 18, 2020 6:52:58 PM

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Hi Joyce Smith,

Thank you for registering for "Name that Tune hosted by your AFC Region Directors".

Please submit any questions to: Ejohnson@myafchome.org

Date Time: Jun 18, 2020 07:00 PM Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: [Click Here to Join](#)

Password: 112220

Note: This link should not be shared with others; it is unique to you.

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or iPhone one-tap

US: +13126266799,,89915043353# or +19292056099,,89915043353#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Meeting ID: 899 1504 3353

Password: 112220

International numbers available: <https://us02web.zoom.us/j/89915043353>

You can [cancel](#) your registration at any time.

OPERATIONAL PLAN

**Operational Plan for 2020
Association of Florida Colleges**

AFC Strategic Plan Goals:

1. Develop and support professional development, education, and leadership opportunities of the Association members.
2. Advocate for policies, budgets and programs on behalf of the Association's institutional and individual members.
3. Communicate public policy and legislative issues, and engage in cooperative research activities related to those issues.
4. Increase public awareness of the mission, purpose, and accomplishments of the Florida College System.
5. Showcase and reward exemplary programs, practices, activities, and individuals.
6. Enhance, encourage, and facilitate communication, cooperation, professionalism, and camaraderie among individual Association members.
7. Promote membership development and services that ensure an active and vital Association.
8. Maintain a fiscally sound organization that is efficiently and effectively managed.
9. Provide opportunities for and engage in services to benefit the external community.

Type of Unit: Region
Name of Unit: Region II

Related AFC Goal	Unit Objective	Unit Activities	Person Responsible	Planned/Actual Dates	Measures of Success (Data Elements)	Results
1. Professional Development/ Leadership	Provide and promote a variety of professional development activities at the Region II Spring Conference	Participation from each Region II Chapter at the Spring Conference Leadership Conference	Region Director/Region Director Elect/Chapter Presidents	April 17, 2020 January 30-January 31, 2020	Document attendance and participation in activities Receive Feedback from participants	
3. Communicate Legislative Issues	Legislative update to be held at RII Spring Conference	Ask for a legislative update session to be held at RII conference	Region Director/Jack Hall	April 17, 2020	Completion of legislative update session at RII conference.	
4. Awareness of Florida College System	Tell our stories more, post more on various social media outlets, and submitting to <i>Currents</i>	Participation from each chapter with highlighted stories from members <i>A Currents</i> submission after each region activity	Region Director/Region Director Elect/Chapter Presidents	Continual, specifically after each scheduled event	Completed and submitted Current submission Maintained active social media accounts	
5. Showcase exemplary practices	Showcase Unsung Hero Awards at conference	Unsung Hero provided from each chapter, award certificate and gift provided to those heroes	Region Director/Chapter Presidents	November 18-20, 2020	Each chapter provided a name for an Unsung Hero and those Unsung Heroes were presented with their certificate and gift	

6. Enhance Communication	Promote the expansion of Region and Chapters Web presence and use of Social Media	a) post chapter meetings and events on the region calendar b) promote members' involvement in AFC social circles c) maintain current information on the region web page	Region Director/Region Director Elect/Chapter Presidents	Continual	Documentation of increased participation of region members in social circles and current information posted on the website.	
7. Promote Membership Development	Promote conferences, socials, other events and personal stories to encourage others to join	a) promote members' involvement in AFC social circles b) Share personal stories relating to how AFC has transformed lives	Each and every member of each and every chapter	Continual	Documentation of increased membership among the chapters. Increase in chapter participation, especially from inactive chapters	
8. Fiscally Sound Organization	Hold Region fundraisers at the RII Spring Conference and at the Annual Convention.	Meet with Region Director Elect and Chapter Presidents to determine appropriate fundraising activities Recruit more sponsors for Region II Conference so less is out of the region budget	Region Director/Region Director Elect/Chapter Presidents	April 17, 2020 & Nov 18-20, 2020	Planning documentation and completion of fundraising activities	
9. Community Service	Coordinate a Region II Community Service Project	Meet with Region Director Elect and Chapter Presidents to determine an appropriate community service project	Region Director/Region Director Elect/Chapter Presidents	April 17, 2020 and Continual	Planning documentation and completion of the service project.	

BYLAWS



113 East College Avenue • Tallahassee, FL 32301 • 850-222-3222 • Fax: 850-222-2327 • www.myafchome.org

Region II Bylaws

Membership

The State of Florida shall be geographically subdivided into five AFC regions. Region II shall consist of: Florida State College at Jacksonville, Florida Gateway College, North Florida Community College, Santa Fe College, and St. Johns River State College.

Mission

The purpose of the AFC region is to provide coordination/communication by and between all community colleges in the region. This shall be accomplished by facilitating interaction among chapters as well as individual members through the region.

Goals

Region II fulfills its mission by accomplishing the following goals:

- 1) Facilitate region and chapters goals and objectives
- 2) Nurture struggling chapters with support and ideas
- 3) Facilitate the flow of information between region chapters to the Association.
- 4) Promote membership development and activities
- 5) Maintain a fiscally sound organization

Officers

- **Term of Office**

The officers of this region shall be a director and a director-elect. The director and the director-elect shall serve a one-year term from January 1 through December 31. Members may serve no more than two consecutive years in any one position.

- **Nominations**

The director-elect is elected on a yearly basis at the Region II meeting during the AFC Annual Conference held in October/November. The director-elect shall become the director in the year succeeding his/her election. The region will endeavor to rotate the position among the five colleges. If the director cannot fulfill his/her office for any reason, the director-elect will assume the role of director immediately, with no further action needed.

- **Vacancies**

If the director is unable to serve his/her full term, the director-elect will assume the responsibilities of the director. The new director may appoint a director-elect for the remainder of the calendar year. If both the director and director-elect are unable to complete his or her terms of office, the vice president for regions and chapters may appoint replacements for the remainder of that calendar year.

Region Director Duties

Some of the major responsibilities are to represent the region on the Association's Board of Directors; communicate actions and deliberations of the Board of Directors to the chapters within their regions through regional meetings and/or other means within three weeks following the date of each Board meeting; organize and supervise regional conferences and workshops; coordinate arrangements for and publicize professional activities within the region; conduct an annual evaluation of region activities following prescribed guidelines; follow established Board policies for the disbursement of region funds; prepare a written annual report of the region which shall be submitted to the Associations' Awards Committee for judging in the Region of the Year competition.

- **Goals and Objectives:** The director is responsible for reporting all goals and objectives from their region (region and chapters) to the chair of the planning and development committee by or before the annual AFC Leadership Conference.
- **Board of Directors' Meetings:** The AFC president designates the dates and sites for board of directors' meetings at the beginning of the calendar year. The meetings are usually scheduled in conjunction with the state events such as the Leadership Conference, Membership Conference, and Annual Conference. A stand-alone pre-conference planning meeting is usually held in September.

The director, director-elect, or their designee should attend each meeting. The director will submit a report of chapter activities since the last meeting to be included on the agenda or bring copies for distribution at the meeting. The director will also give a brief verbal report of the region's duties at the meeting.

- **AFC Meetings and Conferences:** The director and/or director-elect should attend all state held conferences, including: Leadership Development Conference, Membership Development Conference, and the AFC Annual Conference.
- **Chapter Presidents Meetings:** The director should meet with the director-elect and chapter presidents on a regular basis via email, webinar, teleconference, or in person. The meetings should be held in conjunction with the following events:
 - Leadership Conference
 - Region Conference
 - Membership Development Conference
 - Before pre-conference planning board meeting
 - Before Annual Conference
- **Communications:** The director must distribute association information to chapter presidents for distribution to their members.
 - The director is responsible for updating the region website in a timely manner. The director may appoint a website manager for this purpose.
 - The director may distribute information about region and chapter activities, news, state information, conference and workshop information, etc., via web blasts or the region website. The director is responsible for sending information to the database manager to use these methods.
 - The director may submit articles about region information and activities to be published in the AFC state newsletter *Current*.
 - The region director is responsible for maintaining the region's social media websites. The region director is responsible to posting information about upcoming events, recaps of events, pictures from events, membership information, and other regional news in a timely manner on the social media pages. The region director may appoint a social media liaison for this purpose.

- **Region End of the Year Report**

- The director will prepare the Region End of the Year Report according to criteria published in the Leadership Manual and submit by the published due date which is two weeks before the Annual Conference.

Director-elect Duties

The region director-elect will serve in the absence of the region director and perform all other duties assigned by the region director. The region director-elect will assume the office of region director at the end of their term as region director-elect.

Region II Spring Conference

The region director, director-elect, and the chapter presidents will determine the date and location of the Region II Spring Conference. The region will endeavor to rotate the hosting responsibility among the five region chapters. The date for the conference will be submitted to the AFC office. The director may choose to appoint a committee to help with conference preparations. Other chapters may assist as needed.

A registration fee will be charged to cover conference expenses. Any profits from the conference will be split evenly between the host college and the Region II account. Professional Development opportunities must be a part of the agenda. There should also be a legislative component and an AFC component.

Region II Meeting at Annual Conference

The director will facilitate the region meeting at the Annual AFC Conference and include the following items:

1. An agenda of all items to be covered at the meeting
2. Acknowledgement of the Chapter Presidents
3. Acknowledgement of Region Service Awards at the discretion of the Director (plaque, certificate, gift, etc.)
4. Acknowledgement of one unsung hero for each chapter (plaque, certificate, gift, etc.)
5. Acknowledgement of one Region Un-Sung Hero at the discretion of the Director (plaque, certificate, gift, etc.)
6. An end of the year financial report
7. Nominations from the floor for director-elect followed by voting for the director-elect
8. Facilitate reports from each chapter president introducing new officers and summarizing the years activities and expectations for the coming year
9. Conduct any outstanding region business
10. Passing of the region gavel to the incoming director
11. Time allotted for candidates for state office to address the region members

Region II Bank Account, Section VIII

A region account has been established and is maintained by the AFC director of administration and finance in Tallahassee. All income will result in deposits to this account. All expenditures will result in checks being drawn on this account. All expenditures will be paid by check upon presentation of an invoice submitted to the AFC home office.

FINANCIAL REPORT

2009-2010	Number	Name	Memo	Deposits	Expenses	Balance
6/30/2009			Balance as of June 30, 2009			\$389.05
10/06/2009		St. Johns River CC FACC Chapter	Region II checks for Confence		-325.00	\$64.05
10/12/2009		Santa Fe College	Region II Deposit	170.00		\$234.05
10/12/2009		Santa Fe College	Region II Deposit	155.00		\$389.05
12/08/2009		Levy Awards	Region II plaques		-87.75	\$301.30
2010-2011	Number	Name	Memo	Deposits	Expenses	Balance
09/27/2010		Florida Gateway College	Region II Registrations	200.00		\$501.30
12/16/2010		Lake City Community College	Region II conference monies	119.50		\$620.80
01/10/2011		Melanie Brown	Reimbursement for Region II Unsugn Hero Plaques		-160.00	\$460.80
2011-2012	Number	Name	Memo	Deposits	Expenses	Balance
7/28/2011		Credit overpay Levy Awards	2008 double payment of plaque invoice	227.68		\$688.48
09/01/2011	12840	AFC Foundation	6941: Donation from Region II for Burst the Balloon C		-500.00	\$188.48
09/09/2011	610	North Florida Community College	Region II Meeting deposit from Annual	382.50		\$570.98
10/12/2011	12930	Awards4U	6523: Region II unsung hero awards for covention Im		-180.39	\$390.59
05/18/2012	739003	Santa Fe College	Region II Conference Registration fees	560.00		\$950.59
05/18/2012	V1047418	St. Johns River State College	Region II Conference Registration fees	120.00		\$1,070.59
05/25/2012	612	North Florida Community College	Region II Meeting Registration fee for I	40.00		\$1,110.59
05/25/2012	905	Lake City Community College	Region II Meeting Registration fees	240.00		\$1,350.59
05/25/2012	787850	Florida State College at Jacksonville	Region II Registrations	80.00		\$1,430.59
05/25/2012	787394	Florida State College at Jacksonville	Region II Registrations	160.00		\$1,590.59
06/27/2012	13476	Santa Fe CC/ FACC chapter	6061: Region II split of proceeds to host chapter		-600.00	\$990.59
2012-2013	Number	Name	Memo	Deposits	Expenses	Balance
8/10/2012	Transfer	Region II	Burst the balloon contribution for 2012		-500.00	\$490.59
2013-2014	Number	Name	Memo	Deposits	Expenses	Balance
10/02/2014	148	Region II	Balance of Funds from the Region Me	460.00		\$950.59
10/01/2014	EJ- AuditRR	Region II	Region II Transfer to Burst the Balloon Campaign for		-500.00	\$450.59
12/10/2014	15637	Rebecca Van Hoek	Reimbursement for Region II Unsung Hero Plaques		-179.80	\$270.79
2015-2016	Number	Name	Memo	Deposits	Expenses	Balance
07/05/2015	2853	St. Johns River State College	Balance of Region II Conference funds	405.53		\$676.32
12/16/2015	16294	Rawlslyn Francis	6526: Reimbursement for Region II Expenses		-182.72	\$493.60
2016-2017	Number	Name	Memo	Deposits	Expenses	Balance
11/17/2016	16801	Daniel Cronrath	6526:Reimbursement for Region II UnSung Heros		-50.00	\$443.60
11/17/2016	16803	Heather Jones	6526: Reimbursement for Region II Unsung Hero		-100.00	\$343.60
06/21/2017	22050	IXL Learning, inc.	Region II Sponsorship for Spring Meet	50.00		\$393.60
2017-2018	Number	Name	Memo	Deposits	Expenses	Balance
11/13/2017	17353	Carol Pugh	6523: Reimbursement for Region II Gift cards		-50.00	\$343.60
12/07/2017	17398	Christine Vint Griswold	6523: Region II Unsung Hero		-100.61	\$242.99
04/13/2018	817173	Santa Fe College	Region II Regsitratio for Tom Mason	50.00		\$292.99
05/08/2018	817781	Santa Fe College	Region II Reg for Rande	50.00		\$342.99
05/08/2018	256815	Tallahassee CC	Region I Dames	50.00		\$392.99
05/18/2018	50052273	Florida Gateway College	Region II Conference	154.00		\$546.99
2018-2019	Number	Name	Memo	Deposits	Expenses	Balance
08/23/2018	50053339	Florida Gateway College	Region II 50/50 proceeds	94.00		\$640.99
09/28/2018	50053598	Florida Gateway College	Region II Candle Sale proceeds	49.60		\$690.59
10/08/2018	50053645	Florida Gateway College	Region II T Shirt Orders	97.79		\$788.38

11/08/2018 Debit	Holly Sutton	6526: Reimbursement for Region II Unsung Hero	-50.00	\$738.38
11/08/2018 Debit	Matt Wetzel	6526: Reimbursement for Region II Unsung Hero	-50.00	\$688.38
12/05/2018 17934	Carol Pugh	6523: Reimbursement for Region II Gift cards	-50.00	\$638.38
02/26/2019 50054864	Florida Gateway College	Region 2 T-shirt Sales	110.50	\$748.88
03/14/2019 2-5676	University of North Florida	Region II Conference Sponsorship	100.00	\$848.88
06/30/2019 50056244	Florida Gateway College	Region II T-shirt sales	90.00	\$938.88
06/30/2019 50056244	Florida Gateway College	Region II Lottery Gift card tree	117.00	\$1,055.88

2019-2020	Number	Name	Memo	Deposits	Expenses	Balance
11/07/2019	18337	Jason Whittington	6526: Reimbursement from Region II for thank you		-53.20	\$1,002.68
11/07/2019	18089	Andrea Gabriel	6526:Region II Reimbursement		-50.00	\$952.68
11/22/2019	18370	Carol Pugh	6523: Reimbursement for Region II Unsugn hero		-50.00	\$902.68
12/09/2019	18382	Awards4U	6523: Region II Plaques		-104.06	\$798.62
12/13/2019	18401	Kim Sellers	6523: Reimbursemetn for unsung hero awards		-188.11	\$610.51

2020-2021	Number	Name	Memo	Deposits	Expenses	Balance
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REGION COMMUNICATIONS

From: afc@memberclicks-mail.net on behalf of [Association of Florida Colleges](#)
To: [Smith, Joyce](#)
Subject: AFC Region II Conference
Date: Friday, May 22, 2020 1:50:15 PM
Attachments: [Service Project Flyer - Letters of Gratitude Volunteer.pdf](#)
[RII 2020 Virtual Spring Conference Agenda \(002\).pdf](#)

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Greetings North Florida College AFC Members!

As your 2020 AFC Region II Director, I would like to personally invite you to attend our 2020 Region II Virtual Spring Conference.

The Region II Virtual Spring Conference is being held on Wednesday, May 27 and delivered via the Zoom platform. This year our conference theme is *“Leadership: Share the Vision”*. For more details regarding the conference, please see the agenda attached. It includes details for each of the professional development sessions scheduled for the day. I hope that you will attend many of these great presentations and/or participate in our **Letters of Gratitude Service Project** (see flyer also attached).

Your presence, involvement and contributions at this conference is important to us. We encourage you to invite colleagues and friends, as the conference is open to all college employees (members and non-members), and they will have an opportunity to benefit from listening to the presentations and discussions as well.

Registration for this **FREE** event can be completed online at <https://us02web.zoom.us/meeting/register/tZMsfuGtrD0uHdP5tckjBtcqIFf3t8HaXqCZ>.

If you have any questions about the conference, please do not hesitate to contact me by email at JoyceSmith@sjrstate.edu.

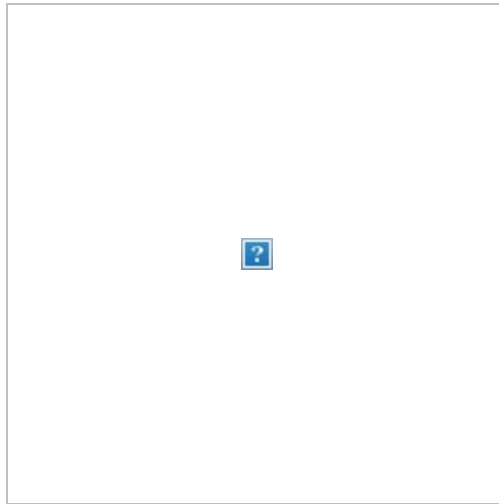
I look forward to hearing from you and/or seeing you at the Conference.

Sincerely,

Joyce Smith
Region II Director

From: afc@memberclicks-mail.net on behalf of [Association of Florida Colleges](#)
To: [Smith, Joyce](#)
Subject: AFC Region II Service Project
Date: Tuesday, June 9, 2020 4:37:23 PM

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Join Region II and be a Virtual Volunteer and join the Operation Gratitude Movement!
Write letters for: Law Enforcement, Fire, EMS, Health Care Providers. View the attached flyer for more information.

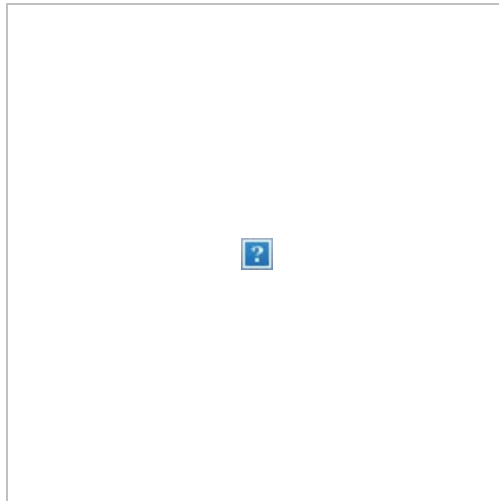
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From: afc@memberclicks-mail.net on behalf of [Association of Florida Colleges](#)
To: [Smith, Joyce](#)
Subject: Reminder - AFC Region II Service Project
Date: Monday, June 29, 2020 9:35:37 AM
Attachments: [Service Project Flyer - Letters of Gratitude Volunteer.pdf](#)

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There is still time to join Region II and be a Virtual Volunteer! Be a part of the Operation Gratitude Movement!
Write letters for: Law Enforcement, Fire, EMS, Health Care Providers. View the attached flyer for more information.

This email was sent to JoyceSmith@sjrstate.edu by JoyceSmith@sjrstate.edu
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From: afc@memberclicks-mail.net on behalf of [Association of Florida Colleges](#)
To: [Smith, Joyce](#)
Subject: AFC Region II Service Project
Date: Thursday, September 3, 2020 4:16:06 PM
Attachments: [Fall Service Project.pdf](#)

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Region II Fall Service Project

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Check out the attached flyer for more information!

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From: afc@memberclicks-mail.net on behalf of [Association of Florida Colleges](#)
To: [Smith, Joyce](#)
Subject: Reminder: AFC Region II Fall Service Project
Date: Monday, September 21, 2020 3:16:06 PM
Attachments: [Fall Service Project.pdf](#)

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CURRENT

VOLUME 53, ISSUE 3

SAVE THE DATE

Virtual 71st AFC
Annual Meeting
and Conference

L
OOKING FOR
DEDICATED
PEOPLE WITH
2020 VISION

Association of Florida Colleges



Make plans to attend the AFC
Annual Meeting & Conference
November 16-20, 2020

[CLICK HERE](#) for more information

Regions

REGION II PARTICIPATES IN OPERATION GRATITUDE

Forty-two letters of gratitude written by AFC Region II members and their families were recently sent to law enforcement officers, firefighters, emergency medical services workers and health care providers across the nation. Participating in the Spring Conference service project, Region II volunteered virtually and supported Operation Gratitude, whose mission is "to forge strong bonds between Americans and their Military and First Responder heroes through volunteer service projects, acts of gratitude, and meaningful engagements in communities nationwide."

As the "Letters of Gratitude" writers expressed gratitude to our nation's heroes, some also shared hopeful messages, well wishes and positive thoughts, as well as information about themselves and their families, hobbies, work, school, pets, travel, interests and such. Those who couldn't find the words to write were invited to draw or paint a picture instead.

Kate Adornetto, AFC service project chair at St. Johns River State College, said, "Receiving heartfelt 'Letters of Gratitude' during this time was a great way to connect our team with a global effort. Needless to say, the virtual project was a success!"

In a letter of appreciation sent to AFC Region II, Operation Gratitude Chief Executive Officer Lieutenant Colonel Kevin Schmiegel said, "Thank you for your generous donation of 42 letters and your dedication to our mission. With the help of grateful Americans like you, we have delivered over 2.9 million of our signature care packages to deployed troops, veterans, wounded heroes and their caregivers, military families, recruits, graduates and first responders since 2003."

For more information on Operation Gratitude visit, <https://www.operationgratitude.com/>.

AFC REGION III HAPPENINGS

Region III hosted another entertaining trivia night on August 5, 2020. AFC members from several regions joined us for a fun night remembering Sitcoms from the 80's to 2000's. Members tested their memories on comedies such as: Seinfeld, Friends, The Office, Raymond and Fresh Prince. Sitcom superstars and gift card winners were: Dawn, Eileen and Charity. Thanks to all who joined Region III for lots of laughter and good memories of the 80's – 2000's.

Each year Region III provides CCP scholarship opportunities for its' members.

This year we had four outstanding nominations and recipients receive a CCP Scholarship.

1. Chalah Harris, Seminole State College of Florida
2. Amy Krewson, Eastern Florida State College
3. Peggy Mentor, Daytona State College
4. Cathy Bartling, Seminole State College of Florida

Congratulations to four exceptional region members.



SOCIAL MEDIA



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Upcoming Events

Fri Nov 13, 2020

[Current Submission Deadline](#)

Category: Current

Wed Nov 18, 2020

[71st AFC Virtual Annual Meeting and Conference](#)

Category: AFC Events

Fri Nov 20, 2020

[Council of Presidents Zoom Business Meeting - November 20, 2020](#)

Category: Council of Presidents Meetings

[View Full Calendar](#)

Welcome to Region II

REGION II RESOURCES

- [1. Officers](#)
- [2. Chapter Presidents](#)
- [3. Bylaws, Reports, and Operational Plans](#)
- [4. Announcements](#)
- [5. Awards and Recognition](#)
- [6. College Websites](#)
- [7. Get Connected with Region II](#)

OFFICERS

Director: Joyce Smith, St. Johns River State College - eMail: JoyceSmith@sjrstate.edu; Phone: 386-312-4238

Director - Elect:

CHAPTER PRESIDENTS

Florida Gateway College: Andrea Gabriel - eMail: andrea.gabriel@fgc.edu; Phone: 386-754-4311

Florida State College at Jacksonville: Jason Whittington - eMail: jwhittin@fscj.edu; Phone: 904-646-2108

North Florida Community College: Denise Bell - eMail: belld@nfcc.edu; Phone: 850-973-9481

St. Johns River State College: Jack Hall - eMail: jackhall@sjrstate.edu; Phone: 386-312-4077

Santa Fe College: Tom Mason - Email: tom.mason@sfccollege.edu; Phone: 352-395-5362

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Save the date for the Region II Conference!

Save The Date!



Region II Spring Conference
LEADERSHIP:
SHARE THE VISION

FRIDAY, APRIL 17, 2020
9 a.m. - 4 p.m.

St. Johns River State College
2990 College Drive
St. Augustine, FL 32084
For more details contact joycesmith@sjrstate.edu



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SOLO BEACH CLEANUP

The Entire Month of September!

Join hundreds of Floridians for the 2020 International Coastal Cleanup.

Click [here](#) for more details!

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Beach Cleanup Anywhere

A "beach cleanup" doesn't necessarily have to be conducted on the beach. You can conduct a solo cleanup wherever it is safe and convenient to do so - in your neighborhood, at your local park, or anywhere in your watershed!





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Region II Fall Service Project

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Click [here](#) for more details!

Send photos to
[@AFCRegion2](#)

A blue-bordered box containing the text 'Send photos to @AFCRegion2' and three social media icons: Facebook, Twitter, and Instagram.

Beach Cleanup Anywhere

A "beach cleanup" doesn't necessarily have to be conducted on the beach. You can conduct a solo cleanup wherever it is safe and convenient to do so - in your neighborhood, at your local park, or anywhere in your watershed!



AFC Region II

16 Tweets



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Welcome to the Association of Florida College's Region II Twitter page! Here you will be able to keep up with the social happenings in our region.

Joined May 2018

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Region II Fall Service Project

SOLO BEACH CLEANUP

The Entire Month of
September!

Join hundreds of Floridians for the
2020 International Coastal Cleanup.

**REGION DIRECTOR
AFC BOARD OF
DIRECTORS MEETING
ATTENDANCE**

Association of Florida Colleges
1725 Mahan Drive
Tallahassee, FL 32308
United States

INVOICE 7721



Joyce Smith
5001 St. Johns Avenue
Palatka, Florida 32177
United States

Invoice # 7721
Invoice Date 01/14/2020
Invoice Due 01/28/2020

Amount Due	\$ 69.00
-------------------	-----------------

Transactions

Description	Amount
Joyce Smith: Board of Directors Meeting September 20, 2019 - Registration Fee - \$69.00	\$ 69.00

Total Amount	\$ 69.00
Amount Paid	-\$ 0.00
Amount Due	\$ 69.00

Please mail checks to:
Association of Florida Colleges
1725 Mahan Drive
Tallahassee, FL 32308

AFC BOARD OF DIRECTORS MEETING

Wednesday, January 29, 2020

3:00 PM

Association of Florida Colleges

1725 Mahan Drive

Tallahassee, FL 32308

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the January 29, 2020 meeting of the AFC Board of Directors to order at 4:04 p.m.

1.2 Roll Call

A sign-in sheet was sent around the room. The following members of the Board of Directors were present in the room:

Matthew White

Holly Sutton

Christine Tripp

John Fey

Gregory Williams

Marjorie McGee

Andre Hawkins

Lynne O'Dell

Yakir Fernandez

Sharon Walker

Travis Jordan

Govindah Ramnarain

Jean Scheppers

Ann Hubbard

Mercedes Clement

Chalah Harris

Jessie Clayton

Tim Morris

Wanjiku Jackson

Joyce Smith

Charlene Latimer

Jaimie Pagels

Brenda Rante

Rochelle Popp-Finch (John Barbieri)

Melonie Miner

Juanita Scott

Sandi Barrett

Dolores Teter

1.3 Consent Items for Approval or Ratification

1.3.1 Approval, Board of Directors Agenda, January 29, 2020

Mr. Michael Brawer made a request to table item 3.3 as Byron Todd, Finance and Human Resources Chair, was not present at the meeting to present the Proposed Budget Revisions to the Board of Directors. Mr. Brawer stated that the revisions would be sent to current board members electronically within the next couple of weeks.

1.3.2 Approval, Board of Directors Meeting Minutes – November 5, 2019

Action: Upon a motion by Mercedes Clement and a second by Wanjiku Jackson items 1.3.1 and 1.3.2 were approved unanimously.

2.0 President's Report– Matthew White, President

2.1 Review, 2020 President's Goals

President Matthew White discussed his 2020 theme for the Association, "Looking for Dedicated People with 2020 Vision." He referred back to the "tufts" and padfolios that were shared with members at the conclusion of the 2019 AFC Annual Meeting and Conference. He encouraged all board members to distribute three tufts to coworkers at their colleges and to use the padfolio which also contains a list of important AFC meeting dates.

President Matthew White shared his 2020 Presidential Goals for the Association. The four main goals for 2020 include: planned college wide events at select colleges to revive chapters, enhancement of AFC Board of Directors Professional Development, expand the AFC Campus Safety Symposium to include Cybersecurity, and to review and simplify all AFC awards criteria. A copy of the 2020 AFC President's Goals can be found on the AFC website.

3.0 Executive Director/CEO Report - Michael Brawer

3.1 Ratify, AFC Financial Report

Mr. Brawer referred to the distributed document titled, Financial Summary for Board of Directors Meeting dated January 28, 2020.

Action: Upon a motion by Jean Scheppers and a second by Charlene Latimer the AFC Financial Report was ratified unanimously.

3.2 Ratify, Audit 2018-19

Mr. Brawer referred to the distributed document titled, Association of Florida Colleges, Inc. Financial Statements, dated June 30, 2019. Mr. Brawer detailed the document, which was prepared by Independent Auditor, James Davis. President White commended Eileen Johnson and Michael Brawer for their hard work throughout the year.

Tim Morris asked to clarify if the audit was for the Association only or if it also included the AFC Foundation. Mr. Brawer confirmed that it was solely the Association represented in the audit. Mr. Morris asked if the Foundation audit was available for review. Mr. Brawer replied that the AFC Foundation Board approves that audit, but he could arrange a time to share that with him.

Action: Upon a motion by Jaimie Pagels and a second by Chalah Harris the Audit 2018-19 was ratified unanimously.

3.3 Ratify, Proposed Budget Revisions - Byron Todd

The Proposed Budget Revisions were tabled. The revisions will be presented

later.

4.0 AFC Foundation – Andre Hawkins, Chair

Chair Andre Hawkins reported that the Silent Auction that was held at the AFC Annual Meeting and Conference raised over \$8000.00 for the AFC Foundation. Chair Hawkins will share a PowerPoint presentation with the attendees of the Leadership Conference on January 31, 2020.

5.0 Commissions Business – John Fey, Vice President for Commissions

5.1 Administration

Lynne O’Dell, chair, shared an update for the Administration Commission. A submitted report can be found on the AFC website.

5.2 Campus Safety

Yakir Fernandez, chair, shared an update for the Campus Safety Commission. A submitted report can be found on the AFC website.

5.3 Career and Professional Employees

Sharon Walker, chair, shared an update for the Career and Professional Employees Commission. A submitted report can be found on the AFC website.

5.4 Communications and Marketing

Travis Jordan, chair, shared an update for the Communications and Marketing Commission. A submitted report can be found on the AFC website.

5.5 Equity, Diversity and Inclusion

there was no report for the Equity, Diversity and Inclusion Commission.

5.6 Facilities

Govindah Ramnarain, chair, shared an update for the Facilities Commission. A submitted report is available on the AFC website.

5.7 Faculty

Jean Scheppers, chair, shared an update for the Faculty Commission. A submitted report is available on the AFC website.

5.8 Healthcare Education

Patricia Gaglian, representative, shared an update for the Healthcare Education Commission.

5.9 Institutional Effectiveness, Planning and Professional Development

Brenda Rante, representative, shared an update for the Institutional Effectiveness, Planning and Professional Development Commission.

5.10 Learning Resources

Mercedes Clement, chair, shared an update for the Learning Resources

Commission. A submitted report is available on the AFC website.

5.11 Student Development

Chalah Harris, chair, shared an update for the Student Development Commission. A submitted report is available on the AFC website.

5.12 Technology

Jessie Clayton, chair, shared an update for the Technology Commission. A submitted report is available on the AFC website.

5.13 Trustees

Tim Morris, chair, shared an update for the Trustees Commission. He reported on the recent Trustees Commission Legislative Conference.

5.14 Workforce, Adult and Continuing Education

Sandy Barrett, representative, shared an update for the Workforce, Adult and Continuing Education Commission. A report submitted by Ryan Buckthorpe, chair, is available on the AFC website.

6.0 Regional Business – Holly Sutton, Vice President for Regions & Chapters

6.1 Region I

Wanjiku Jackson, director, shared a Region I update.

6.2 Region II

Joyce Smith, director, shared a Region II update. A submitted report is available on the AFC website.

6.3 Region III

Charlene Latimer, director, shared a Region II update. A submitted report is available on the AFC website.

6.4 Region IV

Jaime Pagels, director, shared a Region II update. A submitted report is available on the AFC website.

6.5 Region V

Brenda Rante, director, shared a Region II update. A submitted report is available on the AFC website.

6.6 Chapter Business

No chapter business to report.

7.0 Standing Committees – Ray Coulter, President-Elect

7.1 Awards Committee

President White shared a brief update from the Awards Committee. He reported that the Committee has been working to revise the awards criteria for all

categories. He also encouraged all Regions, Commissions, and Chapters to submit a book for awards.

7.2 Bylaws Committee

There was no report for the Bylaws Committee.

7.3 Certified College Professional Committee

Charlene Latimer, chair, shared an update for the Certified College Professional Committee. A submitted report is available on the AFC website. She encouraged all board members to register to attend the upcoming 5G Power Skills Workshop – Part 2. The Workshop will take place April 9, 2020, at Daytona State College.

7.4 Human Resources and Finance Committee

There was no report for the Human Resources and Finance Committee.

7.5 Legislative Committee

Michael Brawer shared a brief legislative update for the Legislative Committee.

7.6 Member Services Committee

Melonie Miner, chair, shared an update for the Member Services Committee. A submitted report is available on the AFC website.

7.7 Membership Development Committee

There was no report for the Membership Development Committee.

7.8 Nominating Committee

Marjorie McGee, chair, reported that the Nominating Committee will be looking for qualified nominees to fill positions on the AFC Executive Committee.

7.9 Planning and Development Committee

Juanita Scott, chair, reported that the Planning and Development Committee will be reviewing and refreshing the Committees bylaws. Ms. Scott is currently seeking region representatives and will be collaborating with the VP's of Commissions and Regions and Chapters.

7.10 Policy and Advocacy Committee

There was no report for the Policy and Advocacy Committee.

7.11 Service Projects Committee

Sandi Barrett, reported that the upcoming service project for the AFC Leadership Conference will benefit Canopy Oaks Elementary, a public elementary school in Leon County. A list of requested items can be found on the AFC website.

8.0 Liaisons and Special Committees – Marjorie McGee, Past President

8.1 AFC Retirees

Dolores Teter, chair, shared an update for the Retirees Committee. A submitted

report is available on the AFC website.

8.2 Speakers Bureau

Juanita Scott, chair, report that the Speakers Bureau is seeking new speakers. She encouraged all board members to consider joining.

OBFTGOTC?

Lucia Fishburne, AFC Communications and Marketing Coordinator, announced that she will be retiring from the Association on March 2, 2020. Mr. Braver thanked Ms. Fishburne for her hard work.

ADJOURN

President Matthew White adjourned the January 29, 2020 meeting of the Board of Directors at 5:37 p.m.

DRAFT

AFC BOARD OF DIRECTORS ZOOM MEETING
Thursday, April 23, 2020
2:00 PM

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the April 23, 2020, meeting of the Association of Florida Colleges Board of Directors to order at 2:03 p.m. The meeting took place on Zoom and was recorded.

1.2 Roll Call

Mr. Michael Brawer took roll of the voting members of the Board of Directors. The following members were present:

Matthew White	Chalah Harris
Ray Coulter	Jessie Clayton
Marjorie McGee	Tim Morris
Holly Sutton	Eligio Marquez(incoming WACE chair)
Christine Tripp	Wanjiku Jackson
John Fey	Joyce Smith
Gregory Williams	Charlene Latimer
Andre Hawkins	Jaimie Pagels
Byron Todd	Brenda Rante
Lynne O'Dell	Evelyn Ward
Yakir Fernandez	Melonie Minor
Sharon Walker	John Barbieri
Travis Jordan	Kim Sellars
Daniella Pierre	Juanita Scott
Govindah Ramnarain	Dolores Teter
Tracy Ciucci (incoming Faculty chair)	Joe Pickens
Mercedes Clement	

1.3 Consent Items for Approval or Ratification

Mr. Brawer presented the consent items to the board. There was no further discussion.

1.3.1 Approval, Board of Directors Agenda, April 23, 2020

1.3.2 Approval, Board of Directors Meeting Minutes – January 29, 2020

1.3.3 Ratify, West American Insurance Company, Commercial Auto Policy

1.3.4 Ratify, Ohio Security Insurance Company, Commercial Package Policy

Action: *Upon a motion by Ray Coulter and a second by Brenda Rante the consent items were approved or ratified unanimously.*

2.0 President's Report

President White shared with the Board that goal as president was to get all members of AFC active, which he previously thought would mean engaging the chapters, commissions and regions through attending in person events on college campuses. Since the onset of the coronavirus, things have changed and those in person events are now online events. He shared that the AFC has shifted events and meetings to webinars. Region III recently hosted their spring conference with Learning Resources Commission online. Region I and Region IV have made plans to do the same. President White stated that we are still able to show that the AFC is active through continuing to host meetings and conferences online and keeping members and nonmembers engaged. He thanked Eileen Johnson and Marsha Kiner for their hard work in setting up the AFC professional development webinars. President White highlighted the success of the first two webinars that had taken place. Attendance was strong and the topics were relevant. Ms. Kiner shared that the list of upcoming webinars can be found on the AFC website. She thanked the commission chairs who have responded to her requests for webinar topics and asked that anyone who had an idea for a webinar to please contact her. The webinars will take place on Tuesday and Thursday at 11:00 a.m. and 2:00 p.m. Mr. Brawer shared that he has been in contact with the college general councils group who plans to host an upcoming webinar. he also shared that some of the CCP content will be shared through an upcoming webinar. President White shared that it is important for all members of the board to show how active AFC is during this time.

3.0 Executive Director/CEO Report - Michael Brawer

Mr. Brawer shared that the Association is not immune to what is happening as a result of the COVID-19. He shared that cash flow has been affecting but solutions are in the works to revitalize the cash flow. Campus Safety Symposium and the AFC Annual Meeting and Conference are still on the calendar; however the format is not certain yet. It is likely that the Campus Safety Symposium will be virtual. Mr. Brawer encouraged board members to keep their focus with the Association on the professional development that is being offered. The webinars are currently being offered free of charge and are open to nonmembers.

4.0 AFC Foundation

Mr. Hawkins, chair, reminded all members that the Foundations largest fundraiser takes place at the Annual Conference with the Silent Auction. He shared that he will be on communication with Mr. Brawer about moving forward with the Silent Auction. Mr. Hawkins shared that the Foundation Board plans to have a conference call in June.

5.0 Commissions Business

5.1 Administration

Lynne O'Dell, chair, shared an update for the Administration Commission. A submitted report can be found on the AFC website.

5.2 Campus Safety

Yakir Fernandez, chair, shared an update for the Campus Safety Commission. A submitted report can be found on the AFC website.

- 5.3 Career and Professional Employees
Sharon Walker, chair, shared an update for the Career and Professional Employees Commission. A submitted report can be found on the AFC website.
- 5.4 Communications and Marketing
Travis Jordan, chair, shared an update for the Communications and Marketing Commission. A submitted report can be found on the AFC website.
- 5.5 Equity, Diversity and Inclusion
Daniella Pierre, chair, shared an update for the Equity, Diversity, and Inclusion Commission. A submitted report can be found on the AFC website.
- 5.6 Facilities
Govindah Ramnarain, chair, shared an update for the Campus Safety Commission. A submitted report can be found on the AFC website. He also shared that the Commission will be working on assisting with the Campus Safety Symposium and hosting future webinars.
- 5.7 Faculty
Tracy Ciucci, incoming chair, shared an update for the Faculty Commission. Daniella Pierre asked if the Professor of the Year award was going to be put on hold for now, will the nominees be notified? Ms. Ciucci stated that nothing official has been sent out, but would contact the chair, Jean Scheppers about that matter.
- 5.8 Healthcare Education
There was no report for the Healthcare Education Commission.
- 5.9 Institutional Effectiveness, Planning and Professional Development
There was no report for the Institutional Effectiveness, Planning and Professional Development Commission.
- 5.10 Learning Resources
Mercedes Clement, chair, shared a brief update for the Learning Resources Commission. A submitted report can be found on the AFC website.
- 5.11 Student Development
Chalah Harris, chair, shared a brief update for the Student Development Commission. A submitted report can be found on the AFC website. She also shared that information about the Commissions upcoming virtual conference on May 21, 2020 would be sent out soon.
- 5.12 Technology
Jessie Clayton, chair, shared a brief update for the Technology Commission. A submitted report can be found on the AFC website.
- 5.13 Trustees
Tim Morris, chair, shared a brief update for the Trustees Commission. He stated that all college trustees have been communicating closely with college presidents during this time.
- 5.14 Workforce, Adult and Continuing Education
A submitted report can be found on the AFC website.

6.0 Regional Business – Holly Sutton, Vice President for Regions & Chapters

- 6.1 Region I
Wanjiku Jackson, director, shared that the Region I Virtual Joint Spring

Conference will take place tomorrow, April 24. Currently there are over 150 participants registered for the conference.

6.2 Region II

Joyce Smith, director, shared a brief update for Region II. A submitted report can be found on the AFC website.

6.3 Region III

Charlene Latimer, director, shared about the recent Region III Virtual Joint Spring Conference. She thanked President White for his assistance with the conference. A submitted report can be found on the AFC website.

6.4 Region IV

Jaime Pagels, director, shared a brief update for Region IV. She also shared that the region is working to host a virtual spring conference with WACE in May. A submitted report can be found on the AFC website.

6.5 Region V

Brenda Rante, director, shared a brief update for Region V. A submitted report can be found on the AFC website.

6.6 Chapter Business

There was no chapter business for discussion.

7.0 Standing Committees – Ray Coulter, President-Elect

7.1 Awards Committee

Evelyn Ward, chair, shared an update for the Awards Committee. She stated that conversations have taken place to discuss the awards criteria and process for the remainder of the year. She encouraged everyone who will be submitting books for awards to keep all documents that they would need for verification. The Committee will send an update soon.

7.2 Bylaws Committee

Mr. Brawer announced there was no update for the Bylaws Committee.

7.3 Certified College Professional Committee

Charlene Latimer, chair, shared an update for the Certified College Professional Program. A submitted report can be found on the AFC website.

7.4 Human Resources and Finance Committee

Byron Todd, chair, shared that there will be more to come from the Human Resources and Finance Committee soon. He is in constant communication with Mr. Brawer regarding the financial status of the Association.

7.5 Legislative Committee

Mr. Brawer shared that the DRAFT Annual Legislative Report is available on the AFC website.

7.6 Member Services Committee

Melonie Miner, chair, shared a brief update for the Member Services Committee. A submitted report can be found on the AFC website.

7.7 Membership Development Committee

Kim Sellars, co-chair, shared that the Membership Development Committee will be reaching out to members and sharing the webinar information with them. Ms. Kiner shared that the Committee will have a teleconference soon to discuss ways to move forward with member recruitment and retainment.

- 7.8 Nominating Committee
Marjorie McGee, chair, shared that two members have submitted their applications for Executive Office with the AFC. Melonie Minor, Pensacola State College, has submitted an application for Vice President-Elect of Regions and Chapters. John Barbieri, Indian River State College, has submitted an application for Vice President-Elect of Commissions.
- 7.9 Planning and Development Committee
Juanita Scott, chair, stated that she has been receiving Operational Plans from some Commissions and Regions. She reminded members to submit plans to her so that she can share them with the state office.
- 7.10 Policy and Advocacy Committee
Mr. Brawer shared that the FCS Council of Presidents will be meeting through teleconference tomorrow, April 24, 2020.
- 7.11 Service Projects Committee
Sandi Barrett, chair, shared that the Service Projects Committee will be working with the Member Services Committee to find organizations that Regions, Commissions, and Chapters can benefit during this COVID quarantine time.

8.0 Liaisons and Special Committees – Marjorie McGee, Past President

- 8.1 AFC Retirees
Dolores Teter, chair, shared an update for the Retirees Committee. A submitted report can be found on the AFC website.
- 8.2 Speakers Bureau
Juanita Scott, chair, shared that the Speakers Bureau is looking for active members to join. More information will be forthcoming.

ADJOURN

President White thanked the members of the board for their dedication to the Association. He adjourned the April 23, 2020, Zoom meeting at 3:46 p.m.

From: [Sharlee Whiddon](#)
To: [Angela Garcia-Falconetti](#); [Ann Hubbard](#); [Barbara Miedema](#); [Bill Mullooney](#); [Brenda Rante, Administration Commission](#); [Chalah Harris, SSC](#); [Charlene Latimer](#); [trippc@easternflorida.edu](#); [Daniella Pierre](#); [Dolores Teter](#); [Evelyn Ward](#); [Facilities Commission John Barbieri \(gbarbier@irsc.edu\)](#); [Gouindah Ramnarain](#); [williagr@tcc.fl.edu](#); [holly.sutton@fgc.edu](#); [Jaime Pagels](#); [Jean Scheppers](#); [Jessica Kummerle](#); [Jessie Clayton](#); [Pickens, Joe H.](#); [John Fey](#); [Smith, Joyce](#); [Juanita Scott, Speakers Bureau](#); [Kathy Hebda](#); [Kim Sellers](#); [Lynne O'Dell](#); [mcgeem@cf.edu](#); [White, Matthew](#); [Melonie Miner, Region I](#); [Mercedes Clement](#); [Michael Pelitera](#); [coulterr@palmbeachstate.edu](#); [Ryan Buckthorpe](#); [Sandi Barrett](#); [Sharon Walker](#); [Travis Jordan](#); [Waniku Jackson](#); [Yakir Fernandez](#)
Cc: [Marsha Kiner](#); [Eileen Johnson](#); [David Schrenk](#); ["Christine lee"](#); [Sutliff, Susan M.](#)
Subject: Emergency Board of Director's Meeting
Date: Thursday, July 2, 2020 4:42:43 PM
Attachments: [AGENDA EMERGENCY MEETING.JULY3.pdf](#)
[BOD Materials 070320.pdf](#)

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Good Afternoon AFC Board of Directors,

Please join us for an Emergency Board of Director's Meeting, tomorrow, Friday, July 3 at 9:30 a.m. The meeting agenda and meeting materials are attached to this email for your reference. The meeting will take place via Zoom. Please register using the link below:

You are invited to a Zoom meeting.

When: Jul 3, 2020 09:30 AM Eastern Time (US and Canada)

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZl0fu6hrDouE9OQHAWaSDAe8DmEfkcMhEle>

After registering, you will receive a confirmation email containing information about joining the meeting.

Regards,

Matthew White
AFC President

**Association of Florida Colleges
Board of Directors' Zoom Meeting
Thursday, July 30, 2020**

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the July 30, 2020 meeting of the Association of Florida Colleges Board of Directors to order at 2:02 p.m.

1.2 Roll Call

Executive Director Marsha Kiner took roll of the board members who were present on Zoom. The following board members were present:

Matthew White	Chalah Harris
Ray Coulter	Jessie Clayton
Holly Sutton	Barbara Miedema
Christine Tripp	Wanjiku Jackson
John Fey	Joyce Smith
Gregory Williams	Charlene Latimer
Marjorie McGee	Jaimie Pagels
Byron Todd	Evelyn Ward
Lynne O'Dell	Bill Mullowney
Sharon Walker	John Barbieri
Travis Jordan	Kim Sellers
Daniella Pierre	Melonie Minor
Govindah Ramnarain	Angela Falconetti
Michael Pelitera	Sandi Barrett
Mercedes Clement	Joe Pickens

A quorum was confirmed for the meeting.

1.3 Consent Items for Approval or Ratification

1.3.1 Approval, Board of Directors Agenda, July 30, 2020

Upon a motion by Sharon Walker and a second by Gregory Williams, the Board of Directors Agenda, July 30, 2020, was approved unanimously.

1.3.2 Approval, Board of Directors Zoom Minutes, April 23, 2020

Upon a motion by Mercedes Clement and a second by Ray Coulter, the Board of Directors Zoom Minutes, April 23, 2020, were approved unanimously.

1.3.3 Approval, Board of Directors Emergency Meeting Minutes, July 3, 2020

Upon a motion by Gregory Williams and a second by Charlene Latimer, the Board of Directors Emergency Meeting Minutes, July 3, 2020, were

approved unanimously.

President White asked that items 1.3.4 and 1.3.5 be ratified together.

1.3.4 Ratify, Moore, Inc., Public Relations & Media Consulting Services – COP

1.3.5 Ratify, Politico – Data Point Sharing Contract – COP

Upon a motion by President Pickens and a second by Gregory Williams, the contract with Moore, Inc. and the contract with Politico were ratified unanimously.

President White asked that items 1.3.6, 1.3.7, and 1.3.8 be ratified together.

1.3.6 Ratify, Philadelphia Insurance – Directors and Officers Liability Insurance

1.3.7 Ratify, Southern-Owners Insurance – Commercial Umbrella Policy

1.3.8 Ratify, Parker Services – A/C Preventative Maintenance Contract

Upon a motion by Marjorie McGee and a second by Holly Sutton, the Philadelphia Insurance, the Southern-Owners Insurance, and the Parker Services contracts were ratified unanimously.

2.0 President's Report

2.1 Informational, Financial Overview

President White reminded the board members that financial information shared during the meeting should stay with board members. He provided details of the last six months that led to the separation from the previous Executive Director. President White stated that there has been no evidence of misappropriations of funds, embezzlement, or illegal activity. President White shared with the board that the Foundation donated to the Association in the amount of \$25,000. Internal accounting practices seemed to have been the issues leading to the problems, and those led to the mutual agreement for the separation between Michael Brawer and the AFC. President White also stated that Interim CEO Marsha Kiner, in her prior role was not involved in the finances at all.

Ms. Kiner shared that since taking over as Executive Director she has had a consultant come in and assist her with reconciling the financial books. She also shared that proposals for outsourcing all the Association bookkeeping are now being accepted and an update on that will be provided at the next board meeting. Ms. Kiner shared that the custodial (Council) funds, which have previously been intermingled with general Association funds, will have a separate account with councils receiving updates on their fund balances.

President White shared that a change has been made to the event budgeting. That change is reflected in the budget document that will be presented during 3.0.

Sharon Walker, CPEC Commission Chair, asked President White if the donation from the Foundation would be of any future issue. President White stated he did

not see any issue as the Foundation's mission is to support the Association. He shared that there is a plan in place to repay the donation in full back to the Foundation.

John Fey acknowledged Ms. Kiner for her efforts in aligning the financials and bringing information to the membership.

President White encouraged anyone who has a concern to please reach out to any of the Executive Committee members.

2.2 Informational, COP Update

President White shared that in August of 2019 the COP began discussions on their relationship with AFC. The previous Executive Director did not share this with the Executive Committee until December of 2019. At that time there were no proposals, but there was discussion of the COP getting their own Executive Director. In January 2020, this matter was discussed further by the Executive Committee. A COP Steering Committee member had reached out to the CEO for a financial report and the relationship between COP and AFC. In May 2020 an update was provided by the CEO that things had been put on hold due to COVID-19, but there would be a one to two-year transition of COP from AFC if any changes were to be made. In June the Executive Committee learned of two proposals that the COP had, one for the COP to hire their own Executive Director and the second was for COP to move under Department of Education. Later a third proposal was presented to the COP Steering Committee then to COP from the AFC CEO at that time. This proposal was never seen or approved by the AFC Executive Committee. President White shared that each college pays two annual invoices to the Association, COP Assessments and Institutional Dues. The COP Assessments are paid to AFC for COP expenditures and approximately \$65,000 is earmarked to AFC for administrative fees. The colleges Institutional Dues help keep AFC individual member fees affordable. Should the COP decide to obtain their own Executive Director or to join the Department of Education the COP Assessments would be impacted as those funds would no longer be paid to AFC, the Institutional Dues should not be affected. President Pickens did not have anything further to share with the board as the proposals are still being discussed by the presidents. President Pickens will update AFC when the time comes.

President White shared with the board that he and Ms. Kiner are meeting with all 28 presidents via Zoom. The meetings are to provide an Association update and to listen to any feedback that the college presidents would like to share. A reoccurring theme during their meetings has been a lack of communication and understanding as well as a lack of transparency in financials. He shared that one item that was discussed during one meeting was that presidents would like to hear from AFC leaders what the Association and local AFC chapters are doing. President White asked board members to share information with their college president.

Ms. Kiner shared that during the Zoom meetings, the commitments that are being

made from AFC are to move forward with transparency, with open lines of communication on all matters, reestablish trust, refresh the relationship between AFC and COP, and full disclosure on all AFC financials.

2.3 Informational, Update 2020 AFC Annual Conference

Ms. Kiner shared that a decision has been made to move the 2020 AFC Annual Conference to a virtual format. The plan, for now, is to keep the current week of dates for the conference. Further details will be forthcoming.

3.0 Executive Director/CEO Report

Ms. Kiner reviewed the June 30th Balance Sheet and the AFC 2019/2020 Budget that were sent to the members of the board prior to the meeting. Ms. Kiner detailed all items on the Balance Sheet. President White spoke briefly on the importance of having all the Associations liabilities listed on the balance sheet.

Ms. Kiner provided details on each line item on the Proposed 2020/21 AFC Budget. She also shared highlights from the 2019/20 budget year. President White stated that the Executive Committee is reviewing the reduction in individual membership lines. Ms. Kiner shared that the state office is working to rent out open office spaces in the building which would increase revenue. She also shared that several of the colleges have paid their Institutional Dues and she expects the remaining will be sending theirs soon. Upcoming conferences will be virtual, but they will have a registration fee to bring in some income from each event.

Ms. Kiner shared with the board that the checks for chapter portion of dues will be sent out in two payments. The first round of payments will be sent during early August and the second at the end of August. Next, she addressed matching funds for awards. She stated that there would be a cap on the matching funds at \$250.00 for the upcoming year. A letter addressing this will be sent out shortly.

President White stated that the 2020/2021 Budget has been approved by the Executive Committee.

Joh Barbieri, Membership Committee Co-Chair, asked about the credit card processing fees and if the Association could investigate options to prevent the fees. Mr. Barbieri offered to research some options and provide information back to Ms. Kiner. Mr. Barbieri also asked about the amount that the Association charges tenants in the building. Ms. Johnson provided information on the different amounts. The Association has a spreadsheet that lists each office price.

3.1 Approval, Proposed 2020/21 AFC Budget

Upon a motion by John Barbieri and a second by Holly Sutton, the Proposed 2020/21 AFC Budget was approved unanimously.

4.0 AFC Foundation

AFC Foundation Chair, Andre Hawkins was not present to provide an update. President White thanked the AFC Foundation for the loan that was provided to the Association and

stated that the Association has committed to paying the Foundation back the money. Currently, the Association has repaid just over \$2,000.00.

5.0 Commission Business

5.1 Administration

Administration Commission chair, Lynne O'Dell provided a brief update. A submitted report is available on the AFC website.

5.2 Campus Safety

There was no report/update provided for the Campus Safety Commission.

5.3 Career and Professional Employees

Career and Professional Employees Commission chair, Sharon Walker provided a brief update. A submitted report is available on the AFC website.

5.4 Communications and Marketing

Communications and Marketing Commission chair, Travis Jordan provided a brief update. A submitted report is available on the AFC website.

5.5 Equity, Diversity and Inclusion

Equity, Diversity and Inclusion Commission chair, Daniella Pierre provided a brief update. A submitted report is available on the AFC website.

5.6 Facilities

Facilities Commission chair, Govindah Ramnarain provided a brief update. He shared that in preparation for college reopening's all facilities employees have been extremely busy ensuring that campuses are ready.

5.7 Faculty

There was no report/update provided for the Campus Safety Commission.

5.8 Healthcare Education

There was no report/update provided for the Healthcare Education Commission.

5.9 Institutional Effectiveness, Planning and Professional Development

Institutional Effectiveness, Planning and Professional Development Commission chair, Michael Pelitera provided a brief update. The Commission is continuing a discussion from the Region V conference on how will teaching experiences be different as a result of the current times.

5.10 Learning Resources

Learning Resources Commission chair, Mercedes Clement provided a brief update. A submitted report is available on the AFC website.

5.11 Student Development

Student Development Commission chair, Chalah Harris provided a brief update. A

submitted report is available on the AFC website.

5.12 Technology

Technology Commission chair, Jessie Clayton provided a brief update. A submitted report is available on the AFC website.

5.13 Trustees

Trustees Commission chair, Barbara Miedema provided a brief update. She stated that the Commission's leadership will have a conference call next month.

5.14 Workforce, Adult and Continuing Education

Workforce, Adult and Continuing Education chair, Ryan Buckthorpe was not present on the Zoom, but submitted a report which is available on the AFC website.

6.0 Regional Business

6.1 Region I

Region I Director, Wanjiku Jackson, provided a brief update from Pensacola State College and Tallahassee Community College. She had no update for the other colleges in the region.

6.2 Region II

Region II Director, Joyce Smith, provided a brief update. She shared that Region II is still looking to fill the Director-Elect position. A submitted report is available on the AFC website.

6.3 Region III

Region III Director, Charlene Latimer, provided a brief update. A submitted report is available on the AFC website.

6.4 Region IV

Region IV Director, Jaimie Pagels, provided a brief update. A submitted report is available on the AFC website.

6.5 Region V

Region V Director, Brenda Rante, was not present on the Zoom, Lynne O'Dell provided a brief update on her behalf. A submitted report is available on the AFC website.

6.6 Chapter Business

There was no chapter business for discussion.

7.0 Standing Committees

7.1 Awards Committee

Awards Committee chair, Evelyn Ward, shared that the deadline for Chapter of the Year has been extended. The Region of the Year and Commission of the Year remain October 30, 2020. Ms. Ward added that if anyone has any questions, they can email her. She is considering hosting a webinar to address/answer questions

regarding awards.

7.2 Bylaws Committee

There was no report from the Bylaws Committee.

7.3 Certified College Professional Program

Certified College Professional Program chair, Charlene Latimer shared an update. A submitted report is available on the AFC website.

7.4 Human Resources and Finance Committee

Human Resources and Finance Committee chair, Byron Todd, shared that all things at the state office are going well since the Executive Director transition on July 2, 2020. He added that Marsha Kiner has done a great job with the budget.

7.5 Legislative Committee

Legislative Committee chair, Jessica Kummerle was not present on the Zoom, but a submitted report is available on the AFC website.

7.6 Member Services Committee

Member Services Committee chair, Melonie Miner shared an update. The Committee has paired up with the Community Services Committee. A submitted report is available on the AFC website.

7.7 Membership Development Committee

John Barbieri shared that the Committee is trying to work through these challenging times to continue to bring in new members. The Committee will have a conference call in the next few weeks.

7.8 Nominating Committee

Nominating Committee chair, Marjorie McGee, shared the slate of Executive Committee nominees. The nominees for Vice President-Elect for Regions and Chapters are Melonie Miner from Pensacola State College and Jaimie Pagels from Pasco-Hernando State College. The nominee for Vice President-Elect for Commissions is John Barbieri. The nominee for President-Elect is Stephanie Campbell from Polk State College.

7.9 Planning and Development Committee

There was no report/update provided for the Planning and Development Committee.

7.10 Policy and Advocacy Committee

Policy and Advocacy Committee chair, Dr. Falconetti, stated there was no report at this time.

7.11 Service Projects Committee

Service Projects Committee chair, Sandi Barrett, shared that the Committee will be working with the Member Services Committee on upcoming service projects. They

hope to provide a list of organizations in each region that chapters, commissions and regions could work to support.

8.0 Liaisons and Special Committees

8.1 AFC Retirees

Ms. Kiner announced that Randey Burnette will be taking over as Retiree Committee chair.

8.2 Speakers' Bureau

There was no report/update provided for the Speakers' Bureau.

OTHER?

ADJOURN

President White adjourned the July 30th meeting of the Association of Florida Colleges Board of Directors at 4:18 p.m.

**ASSOCIATION OF FLORIDA COLLEGES
BOARD OF DIRECTORS' ZOOM METING
Tuesday, October 6, 2020**

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the October 6, 2020 AFC Board of Directors' Meeting to order at 2:05 pm.

1.2 Roll Call

AFC Executive Director Marsha Kiner, took roll of the board members who were present on Zoom.

Matthew White

Ray Coulter

Holly Sutton

Christine Tripp

John Fey

Greg Williams

Marjorie McGee

Andre Hawkins

Byron Todd

Lynne O'Dell

Sharon Walker

Travis Jordan

Mercedes Clement

Chalah Harris

Jessie Clayton

Ryan Buckthorpe

Wanjiku Jackson

Charlene Latimer

Jaimie Pagels

Brenda Rante

Evelyn Ward

Jessica Kummerle

John Barbieri

Melonie Miner

Juanita Scott

Angela Falconetti

Sandi Barrett

Randey Burnette

Joe Pickens

1.3 Consent Items for Approval or Ratification

1.3.1 Approval, Board of Directors' Agenda, October 6, 2020

1.3.2 Approval, Board of Directors' Meeting Minutes, July 30, 2020

1.3.3 Ratify, Capital Health Plan, Group Renewal

1.3.4 Ratify, Attendify, Virtual Annual Conference Platform

1.3.5 Ratify, The Link Event Professionals, Virtual Conference Management

1.3.6 Ratify, Carroll and Company, Certified Public Accountants

1.3.7 Ratify, Ford Henley Consulting, LLC, Commercial Lease

1.3.8 Ratify, McLean Mortgage Corporation, Commercial Lease

1.3.9 Ratify, Alexis Simoneau, Commercial Sub-Lease

Action: Upon a motion by Mercedes Clement, Learning Resources Commission Chair, and a second by Holly Sutton, Vice President for Regions and Chapters, all the consent items presented were approved or ratified unanimously.

2.0 President's Report – Matthew White, President

President White shared that the Association has completed three Town Hall Meetings to date with the AFC Board of Directors, Commission Leaders, and Regions I and II. There are still three more meetings scheduled. He thanked members who have been attending the Town Halls and encouraged everyone to spread the word for the upcoming dates. Dates and times for upcoming meetings can be found on the AFC website.

2.1 AFC Membership Letter

President White referred to the letter written by Florida Gateway College President, Dr. Barrett. In the letter addressed to Executive Director, Marsha Kiner, he informs her that Florida Gateway College will not be renewing their membership to both the Association of Florida Colleges and the Florida College System Council of Presidents for the 2020-2021 fiscal year. Dr. Barrett notes reasons for not renewing the FGC Institutional Membership with the AFC. First, the direction that the AFC is heading, recent event that have occurred, and the value that AFC brings to FGC. In response, Ms. Kiner wrote a letter to Dr. Barrett requesting a meeting and making him aware that the FGC AFC chapter will be placed on provisional status. Ms. Kiner shared that she has spoken with attorney Bill Mullooney on the matter. Ray Coulter, AFC President-Elect, made mention that the letter also states that Florida Gateway Colleges will not be paying their annual dues to the Council of Presidents. President Joe Pickens, Council of Presidents Chair, stated that the Council has not addressed the letter.

Sharon Walker, Career and Professional Employees Chair, asked if there has been any communication with Dr. Barrett on the upcoming Professional Development webinar opportunities that the Association will be offering to each chapter. Ms. Kiner shared that she will be sharing that information with college presidents soon. She is currently finalizing details with Alpha UMi, who will be hosting the webinars.

Dr. Angela Falconetti, AFC Policy and Advocacy Committee Chair stated that she would like to the work with Ms. Kiner on stronger communication with the Council of Presidents. Ms. Kiner shared that she, AFC President White and AFC President-Elect Ray Coulter have a meeting scheduled to talk further with President Pickens and President Falconetti.

Ms. Kiner shared that the majority of colleges have paid their AFC Institutional Dues for the 2020-2021 fiscal year.

3.0 Executive Director/CEO Report – Marsha Kiner

3.1 Approval, AFC Financial Report

Ms. Kiner shared and detailed each line item on the AFC Balance Sheet. Juanita Scott, AFC Planning and Development Chair, asked about the noted COVID Tax Credit. Certified Public Accountant, Jim Davis replied that the credit received was not part of the President Trump's Executive Order but was a part of the original CARES Act. The payroll tax credit received will not have to be repaid.

Ms. Kiner shared and detailed each line item of the Budget to Actual. It was noted by

President White that although the AFC Cybersecurity Summit did not take in the monies budgeted, the event was a success for the first year.

Action: *Upon a motion by John Barbieri, Membership Development Co-Chair, and a second by Brenda Rante, Region V Director, the AFC Financial Report was approved unanimously.*

3.2 Ratify, AFC 2020 Audit

Ms. Kiner asked Jim Davis, CPA, to present the AFC 2020 Audit to the board. He detailed each item in the audit and shared that he will present Form 990 at a future meeting.

Action: *Upon a motion by Greg Williams, Vice President-Elect for Commissions, and a second by Charlene Latimer, Region III Director, the AFC 2020 Audit was approved unanimously.*

3.3 AFC Virtual Conference Update

Ms. Kiner shared the DRAFT of the 71st AFC Virtual Annual Meeting and Conference Schedule at a Glance with the board.

3.4 Information, Thank you cards

Ms. Kiner shared a thank you card from Canopy Oaks Elementary School. They were the recipients of the 2020 AFC Leadership Conference Service Project donations. She also shared a thank you card from Dr. Timothy Moore, Indian River State College President who began on September 1, 2020.

4.0 AFC Foundation – Andre Hawkins, Chair

Chair Hawkins shared that the Foundation has been meeting and will have a meeting at the AFC Annual Meeting and Conference. Chair Hawkins announced that there will not be a Silent Auction for 2020.

5.0 Commissions Business – John Fey, Vice President for Commissions

5.1 Administration Commission

Brenda Rante shared a brief update on behalf of Lynne O’Dell, chair. A submitted report is available on the AFC website.

5.2 Campus Safety Commission

There was no report for the Campus Safety Commission.

5.3 Career and Professional Employees Commission

Sharon Walker, chair, shared a brief update for the Commission. A submitted report is available on the AFC website.

5.4 Communications and Marketing Commission

Travis Jordan, chair, shared a brief update for the Commission. He shared that the fully online CMC Awards of Excellence has been a huge success. The Commission is planning to give out ten scholarships this year for members to attend the AFC Annual Conference and Meeting.

- 5.5 Equity, Diversity and Inclusion Commission
Wanjiku Jackson, incoming chair, shared a brief update on the upcoming webinar that that EDI will be hosting on October 28. The webinar will focus on social justice impacts in the classroom. Further information will be sent out via email.
- 5.6 Facilities Commission
There was no report from the Facilities Commission.
- 5.7 Faculty Commission
Ms. Kiner shared that the Faculty Commission will be hosting their Professor of the Year competition during the Annual Conference. Also, the Commission has been hosting weekly roundtable discussions. She encouraged the board to help get the word out to faculty members at their colleges. Sharlee Whiddon, AFC Communications Specialist, will send an email with the Roundtable information to AFC Chapter Presidents to share with faculty members.
- 5.8 Healthcare Education Commission
There was no report for the Healthcare Education Commission.
- 5.9 Institutional Effectiveness, Planning and Professional Development Commission
There was no report for the Institutional Effectiveness, Planning and Professional Development Commission.
- 5.10 Learning Resources Commission
Mercedes Clement, chair, shared a brief update for the Commission. A submitted report is available on the AFC website.
- 5.11 Student Development Commission
Chalah Harris, chair, shared a brief report for the Commission. A submitted report is available on the AFC website.
- 5.12 Technology Commission
Jessie Clayton, chair, shared a brief report for the Commission. A submitted report is available on the AFC website.
- 5.13 Trustees Commission
Ms. Kiner shared that she recently had a call with Trustees Commission Chair, Barbara Miedema. The Commission is making plans for their upcoming Legislative Conference in early 2021.
- 5.14 Workforce, Adult and Continuing Education Commission
Ryan Buckthorpe, chair, stated there was no report from the Commission.

6.0 Regional Business – Holly Sutton, Vice President for Regions and Chapters

- 6.1 Region I
Wanjiku Jackson, director, shared updates from the Region. She stated she will be

submitting notes to the AFC office to upload on the website.

6.2 Region II

Holly Sutton, Vice President for Regions and Chapters, shared that the Region II report is available on the AFC website.

6.3 Region III

Charlene Latimer, director, shared updates from the Region. A submitted report is available on the AFC website.

6.4 Region IV

Jaimie Pagels, director, shared that a Region IV report will be sent to the AFC office to upload on the website.

6.5 Region V

Brenda Rante, director, shared an update from the Region. A submitted report is available on the AFC website.

6.6 Chapter Business

There was no chapter business for discussion.

7.0 Standing Committees – Ray Coulter, President-Elect

7.1 Awards Committee

Evelyn Ward, chair, shared a brief Committee update. A submitted report is available on the AFC website.

7.2 Bylaws Committee

There was no report from the Bylaws Committee.

7.3 Certified College Professional Committee

Charlene Latimer, chair, shared a brief Committee update. A submitted report is available on the AFC website.

7.4 Human Resources and Finance Committee

There was no report from the Human Resources and Finance Committee.

7.5 Legislative Committee

Jessica Kummerle, chair, shared a Committee update. A submitted report is available on the AFC website.

7.6 Member Services Committee

Melonie Miner, chair, shared a Committee update. A submitted report is available on the AFC website.

- 7.7 Membership Development Committee
John Barbieri, co-chair, stated there was no report from the Committee.
- 7.8 Nominating Committee
Marjorie McGee, chair, shared a brief Committee update. The candidates for AFC Executive Office will be:
President-Elect – Ray Coulter, Palm Beach State College
Vice President-Elect for Commissions – John Barbieri, Indian River State College
Vice President-Elect for Regions and Chapters – Melonie Minor, Pensacola State College and Jaimie Pagels, Pasco-Hernando State College
- 7.9 Planning and Development Committee
Juanita Scott, chair, stated there was no report from the Committee.
- 7.10 Policy and Advocacy Committee
President Angela Falconetti, chair, shared a brief Committee update. She encouraged board members to view the presentation by President Joe Pickens to the State Board of Education which provided a budget highlight.
- 7.11 Service Projects Committee
Sandi Barrett, chair, thanked the board for all their help and the Member Services Committee for collaborating with the Service Projects Committee. Information about the Annual Conference service project will be forthcoming.

8.0 Liaisons and Special Committees – Marjorie McGee, Past President

- 8.1 AFC Retirees
Randey Burnette, chair, share that the Retirees Committee plans to host sessions during the Annual Meeting and Conference. He will be having further discussions with Ms. Kiner on the details.
- 8.2 Speakers' Bureau
Juanita Scott, chair, shared that she is looking for other ways that the Speakers' Bureau can gain some traction. She will be having further discussions with Ms. Kiner and President White about ideas.

9.0 Other Business

Ms. Kiner announced that the AFC will be launching a podcast. Christine Tripp and Doug Ryan will be co-hosts. The podcast is titled, The Community – An AFC Podcast, and will air on several platforms. Ms. Tripp shared that the first episode will debut on October 13.

Ms. Kiner shared that the AFC has started a book club. The book club meets virtually every third Thursday at 1 pm and is hosted by Tracy Glidden, Kara Lawson, and Elizabeth Shelby.

President White adjourned the meeting at 4:29 pm.

**AFC BOARD OF DIRECTORS
WRITTEN REPORT**



6.2 Region II Report

Reporting dates: Nov 2019 – Jan 2020
Submitted by: Joyce Smith, Region II Director



Florida Gateway College
Submitted by: Andrea Gabriel



Activities:

The FGC AFC Chapter served lunch on October 1st for our Fall Festival for students at the request of the President.

Our chapter assisted with the design and decoration of FGC's "Snow School" float for Lake City's Christmas Parade, which won first place.

A Valentine's Day Social is in the works.

Fundraisers:

Flowers and graduation bears were sold at the Fall Commencement Ceremony at Florida Gateway College.

Conferences:

Six members attended at the Annual Conference, including one retiree. Florida Gateway College received three awards for marketing. Immediate Past President of the AFC FGC Chapter Holly Sutton was sworn-in as Vice-President for Regions and Chapters.

Executive Board Summary:

Andrea Gabriel is the chapter president for 2020. We are working on finding a president-elect. Erin Sheehan was elected Treasurer. Jeanne Anderson will continue as the Secretary. We will be appointing committee chairs at the next general membership meeting.

Membership:

Florida Gateway College intends focusing on increasing current member participation in 2020 to entice new memberships.

Financial Report:

Chapter Meetings:

We held a general membership meeting on October 8th with Marjorie McGee as our guest speaker and enjoyed fall cookie decorating.

We will be having our first general membership meeting of 2020 after we return from the Leadership Conference.



Santa Fe College
Submitted by: Tom Mason



Fundraisers:

None this quarter

Conferences:

We have one person set to attend Leadership

Executive Board Summary:

We are currently without a board as nobody has stepped to be Chapter President. Dr Sasser has been made aware and are working with Dr Dan Rodkin to find some leadership.

Membership:

We currently have 302 members.

Financial Report:

Current Chapter balance \$2782.86

Chapter Meetings:

None to report



St. Johns River State College

Submitted by: Jack Hall



Activities:

The Chapter hosted 4 wreath making workshops for members during the month of November.

Fundraisers:

The Chapter hosted an October "Boo Grams" fundraising event raising \$278.85. Conferences: The College sent 8 employees to the AFC Annual Meeting in November.

Membership:

Sponsored a giveaway to participating SJR State AFC Chapter members of 2 Clint Black concert tickets held on October 25th.

Financial Report:

N/A

Chapter Meetings:

No Chapter meetings were held in November or December.

Service Project:

The Chapter participated alongside the College for Putnam County's annual Project Praise initiative. The Chapter sponsored a child identified as homeless in Putnam County and provided gifts from the sponsored child's wish list.



Florida State College of Jacksonville
Submitted by: Kerri Burns



Confirmed positions for 2020

President: Kerri Burns

Treasurer: Annette Prosser

Membership Chair: Terry Hollingshead

Legislative Representative: Virginia Haworth

Historian: Kerry Roth

Chapter Representative to the Student Development Commission: Bryan Stewart

Vice-President/President Elect

Secretary

Fundraising Chair

Campus Representatives

Our 2020 kick-off meeting will take place on February 5th. At that time, we hope to fill vacant positions and create a strong board for the future of the AFC FSCJ chapter. We will also use our February 5th meeting to invite members for events and activities that they would like to see in 2020. A TBD speaker will also be invited to participate in the meeting.

Conferences

5 AFC members attended the 2019 Annual conference. Unfortunately, no one is able to attend the Leadership conference at this time due to prior commitments. Efforts will be made to ensure a good turnout at the Region II conference. There is interest in the Student Development conference.

Membership

Currently have 201 active members with 20 joining in 2019. We have been given the opportunity to speak during HR onboarding activities and Kerri will create an info flyer/package to include in the new employees' welcome packets.

We have a very small number of active members. A goal for 2020 is to create more intentional meetings that are focused on professional development rather than how to enlist more members. The hope is that by providing a forum that delivers meaningful information, we will motivate current members to attend and inspire more employees to join.

Initiatives

A request will be made to increase the chapter budget for professional development and travel through our budgeting process (SPOL).

Finances

FY20 travel budget started in July 2019 with \$1500. Currently there is \$47 remaining. Operational budget has a balance of \$571.58.



North Florida Community College



No Report Given



6.2 Region II Report

Reporting dates: Feb 2020 – April 2020

Submitted by: Joyce Smith, Region II Director



Florida Gateway College
Submitted by: Andrea Gabriel



Activities:

The FGC AFC Chapter served desserts for our Valentine Social on Feb 13th and held a drawing for a Valentine gift basket which was won by Erin Sheehan.

Our chapter awarded two student scholarships for the 2019-2020 academic year.

Our chapter has initiated a pilot program for participation incentive. Participation in activities and events will be awarded points and for each point earned, members will receive entry into a large prize raffle at the end of the year. We will also recognize the member with the most points as Member of the year.

Fundraisers:

N/A

Conferences:

Two members attended the Leadership Conference.

Executive Board Summary:

Andrea Gabriel is the chapter president for 2020 and the Region II Representative for CPEC. We are working on finding a president-elect. Erin Sheehan was elected Treasurer. Jeanne Anderson will continue as the Secretary. We instituted a new appointed position, Faculty Ambassador, at our first general membership meeting of the year. Janet Bargar is our Faculty Ambassador and is the liaison between AFC executive board and faculty members.

Membership:

Florida Gateway College intends focusing on increasing current member participation in 2020 to entice new memberships.

Financial Report:

N/A

Chapter Meetings:

We held a general membership meeting on February 4th. Our chapter officers were sworn in and snacks were served.

Chapter Report

Reporting dates: 01/18/20 – 04/22/20
Submitted by: Tracy Moorman



Santa Fe College



Fundraisers:

Valentine Carnation Drive

Conferences:

Cancelled due to Covid 19

Executive Board Summary:

We have a complete board and have yet to meet since going to work from home status.

Membership:

We currently have 293 members.

Financial Report:

Current Chapter balance \$3668.43

Chapter Meetings:

None to report



St. Johns River State College



Submitted by: Jack Hall

No Report Given



Florida State College of Jacksonville



No Report Given



North Florida Community College



No Report Given



6.2 Region II Report

Reporting dates: May 2020 – July 2020
Submitted by: Joyce Smith, Region II Director

Region Activities

Region II held its first Virtual Spring Conference on May 27, 2020. There were 158 member and non-members in attendance.

Chapter President's meetings were held on May 7, 2020 and May 18, 2020.

Region Directors hosted Music Through the Decades "Name that Tune" on June 18, 2020.

The position of Region II Director-Elect is still vacant and Chapter President's have been asked to solicit interests from their members.



Florida Gateway College Submitted by: Andrea Gabriel



Activities:

Due to COVID-19, we have only had virtual participation. We had several members participate in AFC webinars provided by the AFC office. Andrea Gabriel has participated in CPEC virtual meetings as Region II representative. Holly Sutton has participated in virtual meetings as VP of Regions and Chapters. We will be presenting at our annual Professional Development/Convocation Week in August. Member and past president Denise Johnson will be presenting "10 Commandments of Communication" for professional development for all faculty and staff. After the presentation, Andrea Gabriel will present Benefits of Being an AFC Member and encourage participation and member sign ups. We will be hosting an ice cream social as well as sponsoring snacks for another professional development event hosted by FGC.

Fundraisers:

Conferences:

We had several members attend the virtual Region II conference. Andrea Gabriel presented for CPEC at the Region II conference.

Executive Board Summary:

Andrea Gabriel is the chapter president for 2020 and the Region II Representative for CPEC. We are working on finding a president-elect. Erin Sheehan is Treasurer. Jeanne Anderson will continue as the Secretary. We instituted a new appointed position, Faculty Ambassador, at our first general membership meeting of the year. Janet Bargar is our Faculty Ambassador and is the liaison between AFC executive board and faculty members.

Membership:

Florida Gateway College intends focusing on increasing current member participation in 2020 to entice new memberships.

Financial Report:

Chapter Meetings:

We have not held any general membership meetings since the onset of COVID-19. We will be planning virtual meetings for the future.



Santa Fe College
Submitted by: Tracy Moorman



No Report Submitted



St. Johns River State College

Submitted by: Jack Hall



No Report Submitted



Florida State College of Jacksonville



No Report Submitted



North Florida Community College



No Report Submitted



6.2 Region II Report

Reporting dates: July 2020 – September 2020

Submitted by: Joyce Smith, Region II Director

Region Activities

Region II Fall Service Project – Solo Beach Clean-up for the month of September.

The position of Region II Director-Elect is still vacant and Chapter President's have been asked to solicit interests from their members.



Florida Gateway College
Submitted by: Andrea Gabriel



No Report Submitted



Santa Fe College
Submitted by: Tracy Moorman



No Report Submitted



St. Johns River State College
Submitted by: Michelle Gibson



Chapter Officers

President: Michelle Gibson
 President Elect: Amanda Brown
 Secretary: Paula Reeger
 Treasurer: Terry Thomas
 Membership Chair: Joyce Smith
 Service Project Chair: Vacant
 Publications Chair: Laura Fezie

Campus Representatives

Orange Park: Don Lafond & Antionette Richardson
 St. Augustine: Royce Bass & Jim Rogers
 Palatka: Shasta Ware & Heather Jones
 Legislative Liaison: Jack Hall

Meetings

We held our 2020-chapter meeting on September 9th. We encouraged those present to provide ideas for events and activities for meetings and others occasions during 2020.

Introduction of new Officers present at meeting:

Royce Bass SAC representative
 Laura Fezie Publications Chair
 Don Lafond OPC representative
 Paula Reeger Secretary

Finances

Treasurer’s Report:

College Foundation starting Balance:	\$5571.84
AFC Dues collected:	\$ 218.50
COVID 19 College Emergency Fund Donation:	\$1000.00
Spent on AFC Region II Conference Gift Cards (door prizes)	\$ 75.00
New Balance:	\$4715.84
AFC Account Balance:	\$5090.00
Travel Out of District (no in-district travel budget)	\$5000.00
Office Materials & Supplies	\$ 90.00

Conferences

All in-person AFC meetings and conferences scheduled for 2020 transitioned to virtual due to COVID-19. Several of our members attended many of these.



Florida State College of Jacksonville

Submitted by: Bryan Stewart



Chapter Officers

President: Bryan Stewart (assumed from Kerri Burns August 20)
Vice-President/President Elect: Vacant
Secretary: Vacant
Treasurer: Vacant
Membership Chair: Monica Franklin
Legislative Representative: Virginia Haworth
Historian: Matt Wetzel
Professional Development: Jamatoria Burton
Publications Representative: Trina McCowan
Service Projects Coordinator: Ashli Barker-Empelo
Fundraising Chair: Terry Hollingshead

Campus Representatives

North: Audry Antee
South: Chandra Shuler & Tom Morris
Kent: Renee Lewis & Anita Scotlis
Downtown: Bryan Stewart
Urban Resource Center: Terry Hollingshead & Bonnie Lucey
Deerwood Center: Vacant

Chapter Representative to the Student Development Commission: Bryan Stewart

Meetings

We held our 2020 Chapter Kick-Off Meeting on February 5. Our goal was to fill vacant positions and create a strong board for the future of the FSCJ chapter. We encouraged those present to provide ideas for events and activities for meetings and other occasions during 2020. They were asked to survey members in their area for similar information; results were discussed at the Chapter Planning meeting. Terry Hollingshead provided a presentation on the CBFAR (Circumstances, Beliefs, Feelings, Actions, and Results) Mindfulness Model.

We held a Chapter Planning Meeting on March 2 with the theme *Renewed Vision*. At this meeting, we discussed the April 17 Region II Conference, and AFC Executive Board visit to FSCJ on April 16 prior to the RII Conference, increasing membership, fundraising events, budget, commissions, and chapter officers. Due to COVID-19, the Region II conference was moved to virtual; the April 16 AFC Executive Board visit was regrettably canceled. We discussed the following in regards to future Chapter meetings and as received from the aforementioned survey:

- Most members prefer Chapter meetings to be held midday with a brown bag lunch; any location (campus or center) would be acceptable
- Guest speakers could be leaders from the community, FSCJ cabinet members, FSCJ employee group presidents (i.e.: Faculty Senate, CEC, APC, etc.), and AFC officers

- Proposed discussion topics include: best practices in academics, motivating students to achieve beyond their dreams/desires, volunteerism, work/life balance, inter-generational management techniques, leadership, advocacy, legislative process, benefits of AFC, and diversity/inclusion
- Future fundraising events could include: bake sale, t-shirt sale, recipe book, raffles, and auctions

Conferences

All in-person AFC meetings and conferences scheduled for 2020 transitioned to virtual due to COVID-19. Several of our members attended many of these.

Membership

Our aim for the remainder of 2020 is to fill a few key vacant positions within our officer ranks. Our Treasurer just resigned last week as she is preparing to retire at the end of the year; our Secretary has been vacant for some time; with Bryan assuming the President position, this opened up the Vice-President/President-Elect slot...as these positions assume a significant role in our Chapter operations, they need to be occupied.

Currently, we have 220 active members. Our HR department offered the opportunity to speak during onboarding activities and provide an info flyer/package in the new employees' welcome packets. Unfortunately, given the current "work from home" order and a cautious approach for Returning to Campus, there have been no occasions to do so.

Given our average number of active members, a goal for 2020/2021 is to create more intentional meetings that are focused on professional development rather than how to enlist more members. The hope is that by providing a forum that delivers meaningful information, we will motivate current members to attend and inspire more employees to join. We will continue virtual meeting the rest of 2020 and in-person in 2021 as the situation and guidance allows.

Initiatives

None to report.

Finances

FY20/21 Travel budget: \$1,500.

FY20/21 Operational budget: \$521.58.

Funds received:

- 7/31 \$280.50 for end of 2019 chapter portion of membership dues (not yet deposited)
- 8/19 \$100.00 for Technical Community Practice 3rd place winner



North Florida Community College



No Report Submitted