

**AFC Board of Directors' Meeting
Buena Vista Palace
Kissimmee, Florida
Tuesday, November 1, 2016**

1.0 General Functions

1.1 Call to Order

The 2016 AFC President, Juanita Scott called the November 1, 2016 meeting of the Association of Florida Colleges Board of Directors to order at 4:03 p.m.

1.2 Roll Call

An attendance sheet was distributed. The following members of the board were present:

Executive Committee

Juanita Scott
Robert Flores
Mercedes Clement
Tom Mason

Robert Van Der Velde
Marjorie McGee
Dan Rodkin

Commissions

Xiao Wang
Ryan Woods
Kim Baker
Teresa Araque
Daniel Cronrath
Jessica Vander Biezen

Charlene Latimer
Monica Franklin
Susan Taylor
Deanne Abrams
John Fey
Ruth McKinon

Regions

Wendi Garrett
Heather Jones
Michael Merrill

Stephanie Campbell
Sandra Barrett

Committees

Carol Quinn
Byron Todd
Tracy Glidden
Rob Gregg

Rita Miller
Ray Coulter
Gary Sligh
Barbara Cohen-Pippin

Ex-Officio

Staff

Michael Brawer
Marsha Kiner

Eileen Johnson
Tina Ingramm

1.3 Consent Items for Approval or Ratification

1.3.1 Approval, Board of Directors' Meeting Agenda, November 1, 2016

1.3.2 Approval, Board of Directors' Meeting Minutes, September 16, 2016

1.3.3 Ratify, Steve Kaplan Productions Contract

Michael Brawer referred to the handout entitled Steve Kaplan Productions, Inc.

1.3.4 Ratify, Listing Agreement with Johnny Blue Craig Realtor

Michael Brawer referred to the handout entitled Exclusive Listing Agreement.

1.3.5 Ratify, Lease Renewal, Florida Citrus Mutual

Michael Brawer referred to the handout entitled Lease Agreement.

1.3.6 Ratify, AFC Speakers Policy

Michael Brawer referred to the handout entitled Association of Florida Colleges Speaker Policy

Action: *Upon a motion by Stephanie Campbell and a second by Kim Baker the items were ratified without objection.*

2.0 Executive Director/CEO Report

2.1 Approval, AFC Financial Summary

Michael Brawer referred to the handout entitled Financial Summary for Board of Directors. Mr. Brawer reported the total revenue through November 1, 2016 is \$866,413. The expenses total \$361,597. The cash balance is \$774,564.

Action: *Upon a motion by Teresa Araque and a second by Ruth McKinnon, the AFC financial summary was approved without objection.*

2.2 Update, AFC Annual Meeting and Conference

Doug Ryan provided a conference overview.

3.0 AFC Foundation – Andre Hawkins

3.1 Informational, Silent Auction

Carol Quinn reported the AFC Foundation has received 106 silent auction items so far.

Bidding is open online at biddingowl.com.

3.2 Informational, 50/50 Raffle

Michael Brawer reported tickets are available for sale through Thursday, November 3.

3.3 Update, Macy's Shop for a Cause Foundation Scholarships

Michael Brawer reported the Macy's Shop for a Cause raised over \$1,300. He thanked Barbara Cohen, Retirees Chair, for leading this project.

4.0 Commission Business: Robert Van Der Velde

4.1 Administration: Xiao Wang

Xiao Wang reported the recipient of the Administration Commission Exemplary Leadership Award is Tina Hart from Indian River State College.

4.2 Campus Safety (Provisional): Ryan Woods

Ryan Woods reported the Campus Safety Commission currently has 100 members.

Ryan Woods reviewed the goals of the Campus Safety Commission.

4.3 Career and Professional Employees: Kim Baker

Kim Baker reported the Commission will be selling 50/50 raffle tickets at their table in the Exhibit Hall.

4.4 Communications and Marketing: Teresa Araque

Teresa Araque reported the Commission awards will be on display during the AFC Annual Meeting and Conference.

She also reported the Commission will hold their 2017 conference on July 19-21 at Florida SouthWestern State College.

4.5 Equity: Melissa Pinero (Absent)

Daniel Cronrath referred to the handout entitled Equity Commission Report. He reported the Commission is proposing a name change in the AFC bylaws. The proposed name is Equity, Diversity and Inclusion Commission, which will be voted on by the Assembly of Delegates on November 4.

4.6 Facilities: Jessica Vander Biezen

Jessica Vander Biezen referred to the handout entitled Facilities Commission. She reported the Commission's incoming chair is Ray Coulter.

4.7 Faculty: Charlene Latimer

Charlene Latimer referred to the handout entitled Faculty Commission. She reported Commission has a full slate of officers.

4.8 Healthcare Education: Monica Franklin

Monica Franklin reported the Commission is looking to partner with another commission or region in the spring.

4.9 Institutional Effectiveness, Planning, and Professional Development: Susan Taylor

Susan Taylor reported the Commission will have three presentations at the AFC Annual Meeting and Conference.

4.10 Learning Resources: Kendra Auberry (Absent)

No Report

4.11 Student Development: Deanne Abrams

Deanne Abrams referred to the handout entitled Student Development Commission. She reported the Commission will hold their spring conference on May 16-18, 2017 at Pasco-Hernando State College.

She introduced John Fey, incoming chair.

4.12 Technology: Josh Murdock

Josh Murdock reported the Commission's Chair-Elect is Jason Frank.

He added the Commission will be partnering with the Student Development Commission for their spring conference.

4.13 Trustees: Karen Moore (Absent)

Michael Brawer reported the Trustees Commission will meeting during the AFC Annual Meeting and Conference.

4.14 Workforce, Adult and Continuing Education: Ruth McKinnon

Ruth McKinnon referred to the handout entitled Workforce, Adult and Continuing Education Commission. She reported the Commission will have three presentations during the AFC Annual Meeting and Conference.

4.15 Other Commission Business

5.0 Regional Business: Mercedes Clement

5.1 Region I: Wendi Garrett

Wendi Garrett reported the incoming Region I Director is David Del Rossi from Tallahassee Community College.

5.2 Region II: Heather Jones

Heather Jones reported the incoming Region II Director is Christy Vint Griswald from FSCJ.

5.3 Region III: Mike Merrill

Michael Merrill referred to the handout entitled Region III Report. He reported the Region is busy recruiting new members.

5.4 Region IV: Stephanie Campbell

Stephanie Campbell reported the incoming Region IV Director is Francine Fuentes from St. Petersburg College.

The Region also has 85 new members.

5.5 Region V: Denise Rodriguez (Absent)

Sandi Barrett referred to the handout entitled Region V. She reported the Region V Spring Conference will be held at Florida Keys Community College on March 31, 2017.

5.6 Other Chapter Business

6.0 Standing Committee: Robert Flores

6.1 Awards: Carol Quinn

Carol Quinn reported the Awards Committee will be judging Commission and Region books on November 2.

6.2 Bylaws: Bill Mallowney (Absent)

No Report

6.3 Certified College Professional Program: Charlene Latimer

Charlene Latimer reported Hillsborough Community College will be awarding ten CCP scholarships a year.

6.4 Finance and Human Resources: Byron Todd

6.4.1 Approval, AFC Policy and Procedures

Byron Todd referred to the handout entitled AFC Policy and Procedures. He reported the revised AFC Policy and Procedures includes the new Department of Labor laws that will take effect on December 1, 2016. He added the dollar amount under the non-professional personnel section will be removed.

6.5 Legislative: Sandy Cesaretti Ray (Absent)

No Report

6.6 Member Services: Rita Miller and Rob Gregg

Rita Miller reported the Committee has no updates.

6.7 Membership Development: Tracy Glidden

Tracy Glidden reported she will serve as chair for 2017.

6.8 Nominating: Dan Rodkin

Dan Rodkin stated there are no contested races this year.

6.9 Planning and Development: Tina Hart (Absent)

The Strategic Plan for 2016 was given to all Board members.

6.10 Policy and Advocacy: Tom LoBasso (Absent)

No Report

6.11 Service Projects: Ray Coulter

Ray Coulter reported the AFC Annual Meeting and Conference Service Project will benefit the Child Life Department at the Arnold Palmer Hospital.

7.0 Ad Hoc and Special Committees – Dan Rodkin, Past President

7.1 Credentials and Tellers: Alice Pendergrass (Absent)

No report

7.2 Journal Editorial: Gary Sligh

Gary Sligh reported the deadline for *Visions* submissions is February 28, 2017. The theme for the spring issue is Student Success.

7.3 AFC Retirees: Barbara Cohen-Pippin (Absent)

Michael Brawer recognized Barbara Cohen-Pippin for her hard work on this project.

7.4 Past Presidents Council: Dan Rodkin

Dan Rodkin reported the Council is a consulting group that will work at the request of the Executive Committee.

7.5 Speakers Bureau: Stephanie Campbell and Tunjarnika Coleman-Ferrell

Stephanie Campbell reported the Speakers Bureau will be live on January 1, 2017.

8.0 President's Report

Juanita Scott presented each member with a token of appreciation for serving.

9.0 Adjourn

Action: *Upon a motion by Robert Flores and a second by Stephanie Campbell the meeting was adjourned without objection at 5:44 p.m.*