

AFC Board of Directors' Meeting
AFC State Office
Tallahassee, Florida
Wednesday, January 25, 2017

1.0 General Functions

1.1 Call to Order

The 2017 AFC President, Robert Flores called the January 25, 2017 meeting of the Association of Florida Colleges Board of Directors to order at 3:29 p.m.

1.2 Roll Call

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

Executive Committee

Robert Flores
Robert Van Der Velde
Tom Mason
Stephanie Campbell

Tunjarnika Coleman-Ferrell
Marjorie McGee
Juanita Scott

Commissions

Ryan Woods
Greg Williams
Shelia Nichols
Marlayna Goosby
Ray Coulter

Charlene Latimer
Jamie Clinton
John Fey
Jason Frank
Ruth McKinnon

Regions

David Del Rossi
Christy Vint Griswold
Christine Warner

Francine Fuentes
Sandra Barrett

Committees

Carol Quinn
Byron Todd
Tracy Glidden

Dana Livesay
Juanita Scott
Gary Sligh

Ex-Officio

Andre Hawkins

Staff

Michael Brawer
Marsha Kiner

Eileen Johnson
Tina Ingramm

1.3 Board Orientation

Michael Brawer referred to the handout entitled Association of Florida Colleges Board of Directors Orientation. Mr. Brawer reviewed the duties of the Board and Executive Committee. He also reviewed which members are able to vote.

1.4 Consent Items for Approval or Ratification

1.4.1 Approval, Board of Directors' Meeting Agenda, January 25, 2017

1.4.2 Approval, Board of Directors' Meeting Minutes, November 1, 2016

1.4.3 Approval, Associate Membership, Andy Pelosi, Keep Guns Off Campus

Michael Brawer referred to the handout entitled The Campaign to Keep Guns Off Campus.

1.4.4 Approval, Affiliate Membership, Union Institute & University

Michael Brawer referred to the handout entitled Union Institute & University.

1.4.5 Ratify, Contract for Sale of 113 East College Avenue Building

Michael Brawer referred to the handout entitled Contract for Sale.

1.4.6 Ratify, Settlement Statement for Sale of 113 East College Avenue Building

Michael Brawer referred to the handout entitled Settlement Statement.

1.4.7 Ratify, Four Points by Sheraton, Tallahassee

Michael Brawer referred to the handout entitled Agreement between Four Points by Sheraton Tallahassee Downtown and AFC Legislative Days & Leadership Conference.

1.4.8 Ratify, Casa Monica, June COP Annual Meeting

Michael Brawer referred to the handout entitled Casa Monica.

1.4.9 Ratify, Doubletree Tallahassee, January COP Meeting

Michael Brawer referred to the handout entitled Doubletree by Hilton Tallahassee.

1.4.10 Ratify, Doubletree Tallahassee, February COP Meeting

Michael Brawer referred to the handout entitled Doubletree by Hilton Tallahassee.

1.4.11 Ratify, Doubletree Tallahassee, March COP Meeting

Michael Brawer referred to the handout entitled Doubletree by Hilton Tallahassee.

1.4.12 Ratify, Doubletree Tallahassee, April COP Meeting

Michael Brawer referred to the handout entitled Doubletree by Hilton Tallahassee.

1.4.13 Ratify, Hampton Inn & Suites, Student Development Spring Meeting

Michael Brawer referred to the handout entitled Hampton Inn & Suites Tampa/Wesley Chapel.

1.4.14 Ratify, Zenith Insurance, Workers Comp Insurance Renewal

Michael Brawer referred to the handout entitled The Zenith.

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

2.0 President's Report

2.1 Review, 2017 Presidential Goals

Robert Flores reported his goals for 2017 are as follows:

- Provide Threat Assessment Training and best practices
- Identify opportunities for CEUs workshops to members
- Implement a leadership transition tool
- Identify lives that have been changed by the Florida College System

3.0 Executive Director/CEO Report

3.1 Approval, AFC Financial Summary

Michael Brawer referred to the handout entitled Financial Summary for Board of Directors. Mr. Brawer reported the total revenue through January 25, 2017 is \$1.1 million. The expenses total \$804,731. The cash balance is \$1.1 million.

Action: *Upon a motion by Marlayna Goosby and a second by Stephanie Campbell, the AFC financial summary was approved without objection.*

3.2 Update, Staffing Changes

Michael Brawer reported Adrienne Bryant is no longer with the AFC. Ms. Bryant has accepted a new position.

The AFC will be hiring a Communications and Marketing Coordinator.

3.3 Update, CEU Task Force

Bob Van Der Velde referred to the handout entitled CEU Task Force Report. He reported the CEU Task Force will be identifying ways in which the Association may provide an additional benefit to members by offering CEUs to members who require CEUs for their profession.

3.4 Update, AFC Building Sale and Purchase

Previously covered

3.5 Update, International Conference on College Teaching and Learning

Mr. Brawer reported the AFC will be taking over the International Conference on College Teaching and Learning. The event will be held in the spring and will be an opportunity for the AFC to gain new members.

3.6 Informational, Assembly of Delegates Quorum

Michael Brawer referred to the handout entitled Quorum Recommendations. He reported the bylaws currently define the quorum at the Assembly of Delegates as two-thirds of the delegates registered for the AFC Annual Conference. In recent years, this has been problematic and quorum barely reached. The Executive Committee is recommending the quorum be defined as one representative from at least 14 colleges present.

4.0 AFC Foundation – Andre Hawkins

Andre Hawkins reported the AFC Foundation has purchased a new building, which the AFC will rent.

Carol Quinn referred to the handout entitled Silent Auction.

5.0 Commission Business: Marjorie McGee

5.1 Administration: Xiao Wang (Absent)

Marjorie McGee reported the Administration Commission will be partnering with Region IV for their spring conference.

5.2 Campus Safety: Ryan Woods

Ryan Woods referred to the handout entitled Campus Safety. He reported the Campus Safety Commission currently has 100 members.

Ryan Woods added the Campus Safety Commission will be developing their best practice award criteria and process.

5.3 Career and Professional Employees: Matt Wetzel (Absent)

Greg Williams referred to the handout entitled CPEC. He reported the Commission's theme for 2017 is Communication, Partnership, Engagement, Collaboration, What do you think?. He reported CPEC will be partnering with Region II.

5.4 Communications and Marketing: Shelia Nichols

Shelia Nichols referred to the handout entitled Report for the Association of Florida Colleges Board of Directors Meeting. She reported the Commission will be seeking nominations for LeRoy Collins Distinguished Alumni Award this year.

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

5.5 Equity, Diversity and Inclusion: Marlayna Goosby

Marlayna Goosby referred to the handout entitled Equity, Diversity and Inclusion Commission Report. She reported EDI is interested in partnering with either the Student Development Commission or the Campus Safety Commission.

5.6 Facilities: Ray Coulter

Ray Coulter referred to the handout entitled Facilities Commission. He reported the Commission will be partnering with Region III. He added the Commission has requested a professional development session at each of the region conferences to increase their presence.

5.7 Faculty: Charlene Latimer

Charlene Latimer referred to the handout entitled Faculty Commission. She reported Commission will be partnering with the Student Development Commission.

She also reported the application for the 2017 Professor of the Year will go out on February 1st.

5.8 Healthcare Education: Monica Franklin (Absent)

Monica Franklin submitted an email report for the record.

5.9 Institutional Effectiveness, Planning, and Professional Development: Jillian Ramsammy (Absent)

Jamie Clinton reported the Commission is interested in partnering with another region or commission spring conference.

5.10 Learning Resources: Kendra Auberry (Absent)

Marjorie McGee reported the Learning Resources Commission handout is available online. She added the commission will be holding a virtual conference on March 28th.

5.11 Student Development: John Fey

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

He also announced the Student Development Commission is celebrating their 50th Anniversary.

5.12 Technology: Jason Frank

Jason Frank referred to the handout entitled Technology Commission Report.

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

5.13 Trustees: Karen Moore (Absent)

Michael Brawer referred to the handout entitled Draft Agenda.

He reported the Trustees Commission will hold their Trustees Legislative Conference on February 8-9 in Tallahassee.

5.14 Workforce, Adult and Continuing Education: Ruth McKinnon

Ruth McKinnon reported the Commission will be partnering with Region IV.

5.15 Other Commission Business

6.0 Regional Business: Mercedes Clement

6.1 Region I: David Del Rossi

Greg Williams reported the Region I Spring Conference will be held on April 14.

6.2 Region II: Christy Vint Griswold

Christy Vint Griswold referred to the handout entitled Region II Board Report. The Region II Spring Conference will be held on April 7 at North Florida Community College.

6.3 Region III: Christine Warner

Christine Warner reported the Region III Spring Conference will be held April 21. The Facilities Commission will be partnering with Region III.

6.4 Region IV: Francine Fuentes

Francine Fuentes referred to the handout entitled Region IV Report. She reported Region IV Spring Conference will be held on April 28 at St. Petersburg College.

6.5 Region V: Sandra Barrett

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.

6.6 Other Chapter Business

7.0 Standing Committee: Robert Van Der Velde

7.1 Awards: Carol Quinn

Carol Quinn referred to the handout entitled 2017 AFC Awards Committee Nominations. She reported the Awards Committee needs a representative from Region V to serve on Committee.

7.2 Bylaws: Bill Mullooney (Absent)

No Report

7.3 Certified College Professional Program: Charlene Latimer

Charlene Latimer referred to the handout entitled CCP Committee Progress Report. She reported the CCP Committee will be determining if a Campus Safety domain should be added to the current course structure.

7.4 Finance and Human Resources: Byron Todd

7.4.1 Ratify, AFC CEO Contract Extension

Byron Todd reported the CEO's contract has been extended two years.

Action: *Upon a motion by Juanita Scott and a second by Robert Van Der Velde the CEO's contract extension was ratified without objection.*

7.5 Legislative: Sandy Cesaretti Ray (Absent)

Micheal Brawer reported the legislation session starts March 7. The Legislative Committee will be monitoring all bills that impact the Florida College System.

The initial budget appropriations has been released with a 10% cut across the board.

7.6 Member Services: Dana Livesay

Dana Livesay reported the Committee has no updates at this time.

7.7 Membership Development: Tracy Glidden

Tracy Glidden referred to the handouts entitled Commission Members by Commission and AFC Membership Report by College.

7.8 Nominating: Juanita Scott

Juanita Scott reported those interested in running for state office, can find the application in the Leadership Manual.

7.9 Planning and Development: Glenn Little (Absent)

No report

7.10 Policy and Advocacy: Tom LoBasso (Absent)

No Report

7.11 Service Projects: George Urbano (Absent)

Robert Flores reported the service project for the year will benefit Habitat for Humanity.

8.0 Ad Hoc and Special Committees – Juanita Scott, Past President

8.1 Credentials and Tellers: TBA

No report

8.2 Journal Editorial: Gary Sligh

Gary Sligh reported the deadline for *Visions* submissions is April 15, 2017. The theme for the spring issue is Student Success.

8.3 AFC Retirees: Sheryl Peterson (Absent)

No report

8.4 Speakers Bureau: Mercedes Clement

Mercedes Clement reported the Committee is still being formed.

9.0 Adjourn

Action: *Upon a motion by Juanita Scott and a second by Stephanie Campbell the meeting was adjourned without objection at 5:46 p.m.*