

AFC BOARD OF DIRECTORS MEETING
Tuesday, November 6, 2018
4:00 PM
Wyndham Orlando International Drive
Meeting Minutes

1.0 General Business

The 2018 AFC President, Dr. Coleman-Ferrell called the November 6, 2018, meeting of the Board of Directors to order at 4:12 p.m.

1.1 Roll Call

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

1.2 Executive Committee

Tunjarnika Coleman-Ferrell
 Marjorie McGee
 Stephanie L. Campbell
 Ray Coulter

Byron Todd
 Tracy Glidden
 Robert Flores
 Michael Brawer
 Andre Hawkins

Commission Chairs

Brenda Rante
 Doug Prevatt
 Gregory Williams
 Michelle Dames

John Barbieri
 Xiao Wang
 Claire Miller
 Ron Kielty

Region Officers

Melonie Miner
 Holly Sutton

James Miller
 Tina Adams
 Michael Pelitera

Standing Committees

Katrina Porter
 Wanda Curtiss
 Dana Livesay
 Christine Tripp

Jim Murdaugh
 Sandi Barrett
 Charlene Latimer

AFC Staff

Michael Brawer
 Marsha Kiner
 Eileen Johnson
 Lucia Fishburne

Sharlee Whiddon
 David Schrenk

1.3 Consent Items for Approval or Ratification - Michael Brawer

- 1.3.1 Approval, Board of Directors Agenda, November 6, 2018
- 1.3.2 Approval, Board of Directors Meeting Minutes, September 21, 2018
- 1.3.3 Ratify, Tax Watch Study Agreement
- 1.3.4 Ratify, Smooth Bounce Entertainment, LLC DJ Service Contract
- 1.3.5 Ratify, Derek Mack Band, Performance Agreement
- 1.3.6 Ratify, NISOD Agreement 2019 AFC Conference on Teaching and Learning

Action: *Upon a motion by Stephanie L. Campbell and a second by Gregory Williams all items were approved or ratified unanimously.*

2.0 President's Report

Dr. Coleman-Ferrell thanked AFC staff for their work throughout the year.

Dr. Coleman-Ferrell asked Mr. Brawer to highlight his recent trip to New York for the Association of Community College Trustees Leadership Congress. He shared that he also met with the Community College Executives.

Dr. Coleman-Ferrell stated that she was thrilled with the results from the 2018 membership drive. She encouraged everyone to continue advocating for the Association.

Dr. Coleman-Ferrell highlighted the silent auction which will take place on Thursday, November 8. She also asked that board members reach out to chapter members who are attending the conference and encourage them to participate in the many events throughout the conference.

Dr. Coleman-Ferrell announced to the Board that the AFC has responded to those impacted by the recent hurricane, by implementing the AFC Hurricane Relief Fund. She shared that she was able to visit and deliver relief items to Chipola College with the AFC staff and plans to do the same for Gulf Coast State College after the conference.

Mr. Brawer announced to the Board that Dr. Coleman-Ferrell has been named provost and dean of student services at the Palm Beach Gardens campus of Palm Beach State College.

3.0 Executive Director/CEO Report

Mr. Brawer shared that at the Board table, there were 6 past presidents of the Association. Ms. Juanita Scott, Mr. Byron Todd, Mr. Andre Hawkins, Dr. Will Benedicks, Carol Quinn, and Dr. Robert Flores were all in attendance.

Mr. Brawer shared that the AFC Foundation Hurricane Relief fund is processing requests for funds; currently 35 requests have been received. He stated that checks will be processed once the staff returns to the office, Tuesday, November 13. He shared that the Foundation has granted \$5000.00 and the Association is matching that \$5000.00. He also shared that about \$550.00 has been received as cash donations, from individual members. Mr. Brawer announced that the Santa Fe College chapter has raised \$1900.00 that will be donated to the Foundation for the Hurricane Relief Fund. He challenged other chapters to raise funds to support members in need. The monies raised from the silent auction will be going to the fund as well.

3.1 Approval, AFC Financial Report

Mr. Brawer referred to the distributed handout entitled, Financial Summary for the Board of Directors. He shared that due to the effects of the storm, the Association's auditor was unable to send an Asset and Liability Report prior to the Board Meeting. The report should be sent and Mr. Brawer will share the report at the Assembly of Delegates Meeting on Friday, November 9.

Action: *Upon a motion by Ray Coulter and a second by Byron Todd the AFC Financial Report was approved unanimously.*

3.2 Annual Conference Planning Update

Ms. Kiner thanked everyone for the hard work they had put in throughout the year and the hard work that everyone will be putting in throughout the conference. She announced that she is looking forward to a great 2018 AFC Annual Conference and hopes that all attendees take time to enjoy themselves over the next couple of days.

4.0 AFC Foundation

Mr. Hawkins mentioned the importance of continuing to provide high quality professional development through the Association. He encouraged everyone to participate in this year's Silent Auction, which provides funds for scholarships awarded to Association members.

4.1 Silent Auction Update

Ms. Quinn announced that there have already been 339 pre-bids for the items on the silent auction. She encouraged everyone to visit the bidding site, www.biddingowl.com. She thanked everyone who donated items. Ms. Quinn announced that his will be here last year as chair of the silent auction and she would be handing over the auction to Ms. Debbie at Santa Fe College.

5.0 Commissions Business – Byron Todd

5.1 Administration – Brenda Rante

Ms. Rante read the Administration Commission report which will be available on the AFC website.

5.2 Campus Safety – Doug Prevatt

Mr. Prevatt announced that the in-coming chair for the Campus Safety Commission will be Alan Montgomery.

5.3 Career and Professional Employees – Gregory Williams

Mr. Williams referred to the Career and Profession Employees Commission report which is available on the AFC website.

5.4 Communications and Marketing – Chris Thomes

No Report

5.5 Equity, Diversity and Inclusion – Michelle Dames

Dr. Dames referred to the Equity, Diversity and Inclusion Commission report which is available on the AFC website.

5.6 Facilities – John Barbieri

Mr. Barbieri announced that the Facilities Commission had a great year and will move forward with incorporating student success into their mission. He shared while he will be stepping down

as chair of the commission he will continue to be actively involved.

5.7 Faculty – Xiao Wang

Dr. Wang shared that the Professor of the Year award has three finalists. Each finalist will present Thursday, November 8.

5.8 Healthcare

No Report

5.9 Institutional Effectiveness, Planning and Professional Development – Lorenzo Carswell

Mr. Michael Pelitera distributed a handout for a session on Thursday, November 8, entitled Insight 7, Storytelling with a Purpose.

5.10 Learning Resources – Claire Miller

Ms. Miller referred to the Learning Resources Commission report which is available on the AFC website.

5.11 Student Development – Lori Cannon

Ms. McGee announced that the 2019 Student Development Conference would be hosted by College of Central Florida on May 14-16.

5.12 Technology – Ron Kielty

Mr. Kielty shared that the Commission had a great year.

5.13 Trustees – Dipa Shah

No Report

5.14 Workforce, Adult and Continuing Education – Belinthia Berry

No Report

6.0 Regional Business – Stephanie L. Campbell

6.1 Region I – Melonie Miner

Ms. Miner referred to the Region I report which is available on the AFC website.

6.2 Region II – Holly Sutton

Ms. Sutton referred to the Region II report which is available on the AFC website.

6.3 Region III – James Miller

Mr. Miller referred to the Region III report which is available on the AFC website.

6.4 Region IV – Tina Adams

Dr. Adams referred to the Region IV report which is available on the AFC website.

6.5 Region V – Michael Pelitera

Mr. Pelitera

6.6 Chapter Business

7.0 Standing Committees – Marjorie McGee

7.1 Awards Committee – Katrina Porter

Ms. Porter shared that the Awards Committee will be meeting Wednesday, November 6, to judge the Commission and Region books that were submitted.

7.2 Bylaws Committee – Bill Mullooney

Mr. Brawer announced that there will be no bylaw changes for this year.

7.3 Certified College Professional Committee – Charlene Latimer

Ms. Latimer announced that there are nine graduates of the Certified College Professional Program for this year. She also shared that the program will be rebranded as the Florida College Certificate Program.

7.4 Human Resources and Finance Committee – Byron Todd

No Report

7.5 Legislative Committee – Rachael Ondrus (Michael Brawer)

No Report

7.6 Member Services Committee – Dana Livesay and Alton Austin

No Report

7.7 Membership Development Committee – Wanda Curtiss

Ms. Curtiss referred to the Membership Development Committee report which is available on the AFC website.

7.8 Nominating Committee – Robert Flores

Dr. Flores shared that there are four candidates nominated for the Executive Committee. These candidates were approved at the July board meeting. The candidate for President-Elect is Matthew White from Chipola College. The candidate for Vice President-Elect of Commissions is John Fey from Pasco-Hernando State College. The candidates for Vice President-Elect of Regions and Chapters are Lisa Barnes from Broward College and Gregory Williams from Tallahassee Community College. Dr. Flores reminded everyone that voting is currently open through Thursday, November 8, at 11:59 p.m.

7.9 Planning and Development Committee – Christine Tripp and Ryan Woods

Ms. Tripp shared that Friday, November 9, during the incoming Region and Commission Chairs meeting, she will be introducing the Operational Plan, discuss setting membership goals, and timelines for communications with members.

7.10 Policy and Advocacy Committee – Jim Murdaugh (Michael Brawer)

Dr. Murdaugh shared that the last couple of years in the legislature have been tough for the Florida College System. He explained that Southern Strategies Group has been selected as the lobbying firm to represent the FCS. Dr. Murdaugh shared that the Presidents have been working on the Legislative Budget Request for 2019. He stated that the Presidents are staying optimistic that the leadership is changing and understanding the needs of the FCS.

7.11 Service Projects Committee – Sandi Barrett

Ms. Barrett shared that there had been a change in the Annual Conference service project. The

service project will be to provide supplies to the colleges that were negatively affected by Hurricane Michael. Originally the service project was to benefit the Give Kids the World Village that will now be the service project for the 2019 Leadership Conference.

8.0 Liaisons and Special Committees – Robert Flores

8.1 Credentials and Tellers – Eileen Johnson

Ms. Johnson will have a report at the Assembly of Delegates meeting on Friday, November 9.

8.2 Journal Editorial Board – Gary Sligh

No Report

8.3 AFC Retirees – Pat Harrell

Ms. Harrell referred to the Retirees Committee report which is available on the AFC website.

8.4 Speakers Bureau – Juanita Scott

Ms. Scott stated that the Speakers Bureau is continuing to add to the list of speakers.

OBFTGOTO?

Dr. Coleman-Ferrell presented a gift of appreciation to the members of the AFC Board of Directors.

ADJOURN

Dr. Coleman-Ferrell adjourned the meeting of the AFC Board of Directors at 5:57 p.m.