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## 5.1

### Administration Commission Report

January 17, 2019

#### 1. Executed Board Elected:

Title	Name & College	Email	Contact Number
<b>Chair</b>	Lynne O'Dell Indian River State College 3209 Virginia Avenue Fort Pierce, Florida 34983	<a href="mailto:lodell@irsc.edu">lodell@irsc.edu</a>	772-462-7785
<b>Chair- Elect</b>			
<b>Secretary</b>	Nicole Duslak Lake-Sumter State College	<a href="mailto:duslaln@lssc.edu">duslaln@lssc.edu</a>	352-323-3691
<b>Treasure</b>	Keri Hughes Indian River State College 3209 Virginia Avenue Fort Pierce, Florida 34983	<a href="mailto:khughes@irsc.edu">khughes@irsc.edu</a>	772-462-7290
<b>Public Relations Chair</b>	Dr. Mark A. Thompson Lake Sumter State College 9501 US Highway 441 Leesburg, Florida 34788	<a href="mailto:ThompsoM@lssc.edu">ThompsoM@lssc.edu</a>	352-323-3638
<b>Vice Chair</b>			
<b>Parliamentarian</b>			
<b>Legislative Liaison</b>			
<b>Region I Rep</b>	Jacqueline Edwards Tallahassee Community College	<a href="mailto:edwardsj@tccl.fl.edu">edwardsj@tccl.fl.edu</a>	850-201-6113
<b>Region II</b>			
<b>Region III</b>	Doug Prevatt College of Central Florida	<a href="mailto:prvatt@cf.edu">prvatt@cf.edu</a>	352-873-5800, ext. 1242
<b>Region IV</b>			
<b>Region V</b>	Lisa Lopez Indian River State College	<a href="mailto:llopez@irsc.edu">llopez@irsc.edu</a>	772-462-7114

#### 2. Teaching and Learning Conference

The Administration Commission will partner with the Teaching and Learning Conference to be held on April 3 -5, 2019 in St. Petersburg. Some of the action items for Administration Commission are:

1. Call for presenters during meeting
2. Fundraiser

### **3. AFC Leadership Weekend**

Administration Chair will attend AFC Leadership Conference.

### **4. Action Items**

Administration Commission will:

- Review the current Bylaws
- Update information on the AFC Website
- Discuss marketing strategies
- Review membership list
- Work on increasing visibility across the state

### **5. Administration Commission Board Meetings**

- Sent email on January 9, 2019 to Administration Commission Board and Region reps to welcome them and to review and update Administration Commission description.
- Scheduled Administration Commission Board meeting for January 24 or 25 to discuss the 2019 plan. The meeting topics will include reviewing the Bylaws, providing goals and objectives, and setting meeting dates.

#### **Submitted by:**

Lynne O'Dell  
Administration Commission Chair  
[lodell@irsc.edu](mailto:lodell@irsc.edu)  
January 17, 2019