

**Association of Florida Colleges
Council of Presidents Business Meeting
Friday, January 11, 2019
Tallahassee, Florida
Meeting Minutes**

1.0 Welcome and Remarks

President Ava Parker called the January 11, 2019 meeting of the Council of Presidents to order at 8:30 a.m.

The following members of the Council of Presidents were present in the room or on the phone: (proxy)

Greg Haile

Sarah Clemmons

Jim Henningsen

Tom LoBasso

Jim Richey

Jeff Allbritten

Lawrence Barrett (Mike McKee)

Jonathan Gueverra

John Holdnak

Ed Massey

Stan Sidor

Eduardo Padron (E.H. Levering)

John Grosskopf

Devin Stephenson (Jack Capra)

Ava Parker

Tim Beard

Ed Meadows

Angela Garcia-Falconetti

Georgia Lorenz

Thomas Leitzel

Carol Probstfeld

Joe Pickens (phone)

Tonjua Williams

Jim Murdaugh

2.0 Council of Presidents Minutes

2.1. Approval, Council of Presidents Minutes – November 8, 2018

Action: Upon a motion by Dr. Murdaugh and a second by President Haile, the Council of Presidents minutes from the November 8, 2018 meeting were approved unanimously.

3.0 Report of the Chair

3.1. Cybersecurity Panel

President Parker introduced the members of the Cybersecurity Panel. The panel included Mike Davis from Florida Gateway Panel, Dr. Hank Glaspie from College of Central Florida, Ms. Madeline Hart from Pasco-Hernando State College, and Dr. Wendy Change from Miami Dade College. The panel presented information and findings from their collaborative whitepaper entitled ‘Florida College System Cybersecurity Ecosystem.’ A copy of the whitepaper is available on the AFC website.

Dr. Massey recommended that all presidents go back to their campus and speak to their CIOs to find out where each college stands on issues such as cybersecurity. He also recommended that in the spring or early summer each COP Support Council to give a report on the issues and subject matter that they will be meeting about over the coming year, as some do have financial implications that could be added to the legislative budget request.

President Parker asked the panel to develop a chart of the 28 colleges, that covers the metrics of 5.1 and 5.2, from the whitepaper. COBA will assist in the process. COBA will try and meet before May, which is their next scheduled meeting.

3.2. WIN Learning Presentation

Ms. Colleen Englert, Executive Director of Florida Ready to Work presented a PowerPoint to the Council. The presentation entitled, Soft Skills are Hard Skills is available on the AFC website.

3.3. Take Stock in Children

Ms. Jillian Hasner referred to the distributed document, ‘Take Stock in Children, Take Stock in College Overview.’

President Parker referred to the distributed updated list of COP Committee and Council assignments. President Parker went through the details of the newest workgroups, Dual Enrollment and Workforce. Commissioner Corcoran addressed the Council.

4.0 Report of the Chancellor, Division of Florida Colleges

Ms. Kathy Hebda updated the group on rules that will be opened this year. They include updating the language to Career Certificate, adding the pre-test to the civics rule, and

working on the Acuplacer test. Ms. Hebda thanked all the presidents who have supported the work of the Student Support Centers.

5.0 Report of the Chancellor, Division of Career and Technical Education

Chancellor Duckworth shared that Perkins V was reauthorized in July 2018. Perkins V increases learner access to high-quality Career Technical Education programs of study. The state will be putting together a transition plan, due in April 2019.

Chancellor Duckworth introduced Yolanda Singletary, College Liaison.

6.0 COP Committee and Workgroup Reports

6.1. Articulation Coordinating Committee

Dr. Massey reported that the Committee has found that there is still a bit of misunderstanding about common prerequisites and transferability. He shared that many times the counseling manuals are not available to the students, Florida Virtual has agreed to put all prerequisites and counseling manuals online.

6.2. Distance Learning Committee

Dr. Sidor referred to the distributed Committee report. The report will be available on the AFC website.

6.3. Florida College System Risk Management Consortium

Dr. Holdnak reported that the 2018 retained losses for the Consortium will be around \$6 million. The actual losses for Chipola College (\$10-11 million) and Gulf Coast State College (over \$39 million) are much higher. The 13 insurance carriers for the property portion have all agreed on one adjuster. If the legislature doesn't help, the requirements of being a member of the Consortium say that each college tithes in, if the losses exceed the reserves, what the losses are, and hopefully moving forward there will be a lower rate of losses so it can be made up. Also, the FCSRMC team has gone to meet with the insurers, Llyod's of London. Due to two years of back to back significant losses the Consortium is facing a property-casualty increase per college of 20-25%. Dr. Holdnak shared that the Operating Committee will be meeting at the end of the month and will report more at the next meeting.

Ms. Heflin shared that Senator Gainer and Jackie Peters are working on a Hurricane Relief Package. Impacted school districts were asked to send in a list of dollars that needed to go in the package. Dr. Holdnak said he will work on the list from the Consortium and get it to Senator Gainer.

6.4. Funding Formula Workgroup

The Workgroup will be working on the developing a metric. The workgroup will include Dr. Probstfeld as chair, Dr. Williams, Dr. Barrett, Dr. LoBasso, and Dr. Holnak. COBA

will work alongside the workgroup.

6.5. Media and Public Relations Committee

Fern Senra James, from Moore Communications, reported for the Committee. He referred to the documents that were approved during the Policy and Advocacy Committee. The documents will be email to all presidents. He spoke on the social media strategy, and the videos that are being made at certain colleges. He encouraged all colleges to make their own videos focusing on workforce partnerships and the role of funding. He shared that the partnership with the Florida Chamber Foundation has continued, and interview style videos will be created and produced by the Chamber and shared on social media. Mr. James asked that during meetings presidents take a picture with legislators and share it on social media channels and pass them on to Moore Communications.

7.0 COP Support Council Reports

7.1. Council of Instructional Affairs

Dr. Alexander referred to the Council's report which is available on the AFC website. The Council's first meeting of the year will be in February.

7.2. Council of Student Affairs

A report of the Council is available on the AFC website.

7.3. Council of Business Affairs

Mr. White reported that the Council will meet at the end of January.

7.4. Council of Resource Development

Jennifer Peterson reported for the Council. The Council will meet April 10-12, 2019 at Valencia College.

President Parker shared that the Councils are having a difficult time meeting on college campuses as the cost seems to be more than meeting at a hotel. Mr. Brawer shared that their seems to be some inconsistencies with the colleges. He stated that the hotels are not able to offer reasonable room rates and waive resort type fees, when no meeting or event takes place at the hotel.

8.0 Florida College System Activities Association Report

Ms. Warren referred to the Association's report which is available on the AFC website. Ms. Warren then introduced the Student Government Association president, Adam Maxwell. Mr. Maxwell gave a report of the SGA happenings.

9.0 Association of Florida Colleges

Mr. Brawer shared some important upcoming AFC meeting dates. He will follow up with an email detailing the meeting dates. Mr. Brawer introduced Marjorie McGee, 2019 AFC

President.

Ms. McGee shared her goals as president for 2019. Her goals include to connect with college families by increasing association membership by 10%, launch an additional campus safety survey, begin reviewing the AFC governance structure, make recommendations on the AFC dues structure, and repurpose the publication, Visions.

10.0 Other Business

President Parker took a moment and thanked E.H. Levering for his dedication to the Florida College System and congratulated him on his upcoming retirement.

President Ava Parker adjourned the meeting of the Council of Presidents at 12:23 p.m.

**Association of Florida Colleges
Policy and Advocacy Meeting
Thursday, January 10, 2019
Tallahassee, Florida**

Meeting Minutes

Welcome and Call to Order

On Thursday, January 10, 2019, Dr. Murdaugh called the meeting of the Policy and Advocacy Committee to order at 5:00 p.m. Mr. Brawer took roll of the presidents in the room and on the phone.

The following members of the Policy and Advocacy Committee were present (proxy):

Gregory Haile
Jim Henningsen
Tom LoBasso
Jeff Allbritten
Lawrence Barrett
John Holdnak
Ed Massey
Stanley Sidor
John Grosskopf
Devin Stephenson (Jack Capra)
Ava Parker
Tim Beard
Ed Meadows
Angela Garcia-Falconetti
Georgia Lorenz
Thomas Leitzel
Joe Pickens (phone)
Tonjua Williams
Jim Murdaugh

1.0 Policy and Advocacy Committee

Mr. Robert Weissert, from Tax Watch, gave an update to the Committee on the study, which his group began in November of 2018. The study focuses on the benefits of community college, the return on investment, and comparing Florida colleges to colleges in other states. He shared that there has been some trouble in finding comparisons from other states so they need to move the release of the draft publication date to the end of January.

President Parker asked the Committee to offer recommendations as to where Tax Watch could look to find comparison of key performance indicators.

1.1 Approval, Policy and Advocacy Committee Minutes – November 8, 2018

Action: Upon a motion by President Haile and a second by Dr. Massey, the Policy and Advocacy Committee Minutes were approved unanimously.

2.0 Update, Policy and Advocacy Workgroup

President Pickens shared that the Student Government Association has taken a position that they as students would like to be exposed to more Bachelor degree options. He reminded the Committee that they do not influence SGA on their positions. President Pickens has spoken to President Galvano and let him know that SGA develops their own platform without influence. President Pickens also shared that he and Jack Hall will be speaking at AFC Legislative Days about how a bill becomes a law. He hopes that many SGA students will be in attendance to gain a stronger understanding of the bill process. Mr. Brawer spoke and shared more information about the AFC event. President Parker has spoken to the SGA president and they have reached a compromise on the appropriate advocacy language to use. The language will focus on meeting demands of the degrees needed in each community.

3.0 Update, Allyce Heflin, Southern Strategy Group Report

Ms. Heflin shared that a meeting with President Galvano happened earlier in the week. She said that he was appreciative to receive the FCS Legislative Budget Request as he is currently working on allocations. While he cannot commit to the number, he can commit to supporting the Florida College System. He recommended to those who met with him, that they meet with Senator Stargel, chair of the Appropriations Committee. Ms. Heflin said a meeting has been arranged.

Ms. Heflin updated the Committee on the other meetings that had happened. She reminded everyone that not all presidents are able to attend all meetings, but asked if any president had a relationship with the leaders they were planning to meet with to please let her know.

4.0 Update, Karen Moore, Moore Agency

Ms. Moore referred to the submitted documents available on the AFC website. The first

was titled, AFC-COP Communications and Legislative Campaign Plan. The second document was a one-pager, Legislative Budget Request. The third was a two-pager on Florida College System Workforce Degrees. The fourth was a one-pager about the Florida College System. A card has also been created branded with the Trustees logo.

Action: Upon a motion by Dr. Beard and a second by Dr. Leitzel the documents presented were approved unanimously.

Mr. Brawer will email all PDF documents to the presidents.

Ms. Moore shared that a tagline has been created for FCS social media, #educateempowerexcell. Last year's tagline #fundfloridacolleges will only be used on any document that requests dollars from the legislature.

5.0 Rachael Ondrus Bonlarron, College Lobbyist Report

Ms. Bonlarron updated the Committee on the bills that the lobbyist group is monitoring, these bills do not have companions. HB 189, by Representative Zika, puts the responsibility of paying for learning materials for public, private, and charter schools. HB 6007, by Representative Sabatini, removes the provision that prohibits concealed license carry on campus. This is a repealer bill. SB 238, by Senator Book, deals with sexual misconduct and requires that a postsecondary institution include a notation on a student's academic transcript if a student was dismissed for a sexual misconduct offense. Ms. Bonlarron also shared that there is discussion about the FCS providing instruction to inmates.

After Committee discussion, it was decided that the Funding Workgroup, would put together a metric. The workgroup will include Dr. Probstfeld as chair, Dr. Williams, Dr. Barrett, Dr. LoBasso, and Dr. Holnak. COBA will work alongside the workgroup.

Dr. Murdaugh adjourned the Policy and Advocacy Committee meeting at 6:34 p.m.

**Florida College System Council of Presidents
Agenda Item Request Form**

1. Agenda Item Name:

FCSRMC Report

2. Date of COP Meeting for Agenda Item Consideration:

February 08, 2019

3. Presenter:

Dr. John Holdnak & John Grosskopf to be listed as presenters:

- Chauncey Fagler, FCSRMC, Executive Director/Chief Risk Officer will be introduced by Dr. Holdnak

4. Description of Agenda Item:

Approval of the:

- 2019-2020 Property/Casualty and Administration Budget
- Plan Document Updates – Participant Definition and Defense Limit

Review of the FCSRMC Financials, Miscellaneous Items and FCSRMC Operations Committee Membership.

5. Action Requested:

- COP Approval X
- Information Only X
- Discussion Item

6. List Background Information Provided:

FCSRMC will forward an electronic booklet to Sharlee Whiddon, AFC as soon as it is ready the week of COPs. Printed copies will be handed out at the meeting.

Disposition of Item:

Florida College System Council of Presidents

Agenda Item Request Form

Agenda Item Name: Report from January/February 2019 COBA Meeting

Date of COP Meeting for Agenda Item Consideration: February 8, 2019

Presenter: Dr. Lynn Powers, COBA Vice Chair

Description of Agenda Item:

Report from COBA to COP for information only.

Action Requested:

COP Approval_____

Information Only__X__

Discussion Item_____

List Background Information Provided:

Disposition of Item:

COBA Report for the 2/8/19 COP Business Meeting

COBA's last meeting was 1/30 – 2/1/2019 and was hosted by Valencia College. Highlights of the major items discussed are as follows:

- A presentation from Valencia College that was designed to educate new Board Trustees on business challenges facing Florida Colleges
- A presentation from Dr. Falecia Williams, Valencia College highlighting the UCF/Valencia's Downtown Campus which was a unique model of shared services and spaces.
- Brandon McKelvey representing CFEED (Central Florida Education Ecosystem Database) presented a session on a joint data sharing collaborative effort that is in place in Central Florida.
- Lisa Cook and Scott Kittle gave a FCS Division report which focused on PECO funding, Capital improvement Plans and SYD correlations to Board adopted budgets. We learned that OPAGGA is once again looking at utilization rates and that Operational Costs of New Facilities (OCNF) is not in the budget for 2019-20. Scott Kittle's presentation focused on FTE levels.
- There was further discussion and information sharing on the three colleges that were called to testify to the Higher Education Appropriations Committee regarding the F1 to F7 transfers.
- The annual COBA Ken Jarrett award winner was named: Mr. Peter Elliott from Polk State College.
- Tony Ganstine, Marsha Hackathorne, and Chauncey Fagler presented the FCS Risk Management Consortium report. Topics included a review of Hurricanes Irma and Michael claims, continued challenges with FEMA payments to recover the 3% deductibles paid by the Consortium for the College claims. The Property/Casualty Plan Document was shared as well as each College's 2019-20 assessment.
- A Presentation by Ray Pinner from SACSCOC reviewed the changes in Section 13, Financial and Physical Resources.
- For this COBA meeting we invited the college purchasing professionals for break out meetings and a joint roundtable with Business Officers and Controllers.
- The Accounting Committee which met on 1/30/2019 discussed the following:
 - 1 hour CPE session on GASB 84 Fiduciary Fund Financial Statements and GASB 87 Leases.
 - Minor changes suggested to the Accounting Manual for out of state EPI fees, and section 17.2 update related to SAC's requirements.
 - Discussion on the recent fines and fees survey
- The Controller's Committee discussed the following:
 - Governor's directive on Air BnB's for state employees.
 - Sales tax decrease on leased property
 - Funding source for Athletic meal advances.
 - GASB 68 pension entries and timely answering of OPEB actuary questions
 - Operational audit topics for next round of audits.
 - CPE Training in Annual Financial Report compilation.
- The Human Resources Council discussed the following:
 - Roundtables discussion on adjunct unionization and increase in public records requests.
 - Terminal leave, background checks, DROP.
 - Professional Development at Valencia's Collaborative Design Center (problem solving exercise).

- Equity presentation from Dr. Stephanie Leland.
- The Council of Purchasing Professionals (COPP) discussed the following:
 - Thanks was given to Valencia and the Business Officers for their support of COPP. Twenty-two Colleges were represented at this meeting.
 - FEMA applications and issues related to the FEMA reimbursement process.
 - Joint purchasing of common goods.
 - Use of Purchasing Cards to increase efficiencies and rebates.
 - Updating the COPP manual.
- At the COBA Business meeting on 2/1/2019 discussion and/or action taken on:
 - Changes to the Accounting Manual as presented by the Accounting Committee
 - Potential professional development opportunities at upcoming COBA meetings
 - Structure and attendees at future COBA meetings
 - COBA Steering Committee selected Robbi Stivers to be the new member in training on the OPS committee as member in training Dr. Gina Doeble will move up to replace Dick Becker's position. Al Little's term on the OPS committee was extended in order to replace EH Levering due to his upcoming retirement.
 - A subcommittee was formed to work with the CIO subcommittee on the IT cybersecurity framework project.