

**New College of Florida Board of Trustees
Sudakoff Conference Center
Approved Minutes for June 22, 2022**

Call to Order

The meeting was called to order at 3:08 pm and a quorum was established.

Trustees Present: Mary Ruiz (Chair), Ron Christaldi (Vice Chair), Charlie Lenger, Felipe Colon, James Stewert, David Harvey, Grace Keenan, Sarah Mackie, Garin Hoover, and Lance Karp. **Trustees Absent:** Mark Aesch.

Acknowledgment of Notice of Meeting

General Counsel Fugett confirmed the meeting had been duly noticed.

Call for Public Comment

No request for public comment was received.

Announcements

Chair Ruiz announced that this was the last 'official' board of trustees meeting for Trustee Harvey as there will be a new Faculty Chair (Dr. Matt Lepinski) Trustee for the August 27 BOT meeting. On behalf of the Board of Trustees and the college, Chair Ruiz thanked Dr. Harvey for his invaluable service to the college, wished him well as he continues his teaching and mentioned that the board will thank him 'officially' at the August 27 BOT meeting.

Consent Agenda

The Consent Agenda was then presented and a request was made by Chair Ruiz that it be approved.

A motion to approve the consent agenda was made, seconded and approved by unanimous vote.

Consent agenda action items approved were as follows:

- Approve Amended Minutes of the April 19, 2022, meeting
 - **Finance and Administration Committee**
 - **Action Item:** Approval of Metz Culinary Management Purchase Order
 - **Action Item:** Approval of 2023-24 Operating Capital Budget Request
 - **Action Item:** Approval of 2023-24 Fixed Capital Outlay Legislative Budget Request
 - **Action Item:** Approve Amendments to Regulation 3-7001 Direct Support Organizations
 - **Academic, Student and External Affairs Committee**
 - **Action Item:** Approval of the revised 2022-2023 and 2023-24 Academic Year Calendars
 - **Action Item:** Approve Amendments to 2022 Accountability Plan for New College

Informational Items provided to the Board for their review as part of the Consent Agenda include:

- Reports from the President's Council

Audit and Compliance Committee

- **Informational Item:** Draft Minutes from March 14, 2022, Committee Meeting
- **Informational Item:** Annual Risk Based Audit Plan
- **Informational Item:** Enterprise Risk Management Program Update
- **Informational Item:** 2021-2022 Annual Report of Audit and Compliance Office Activities
- **Informational Item:** Status of Open Audit and Compliance Findings
- **Informational Item:** Investigation of Inappropriate Admissions Department Admittance Application Denials
- **Informational Item:** Completed Florida Gulf Coast University Audit Department Program Independent Quality Review
- **Informational Item:** Commenced Florida Poly University Independent Quality Review

Academic Affairs Committee

- **Informational Item:** Report on Students Admitted as Exceptions to Admissions Standards

President's Report

President Okker introduced Catherine Helean, our new Executive Director of Communications & Marketing and Erika Worthy, our new Chief Human Resources Officer. Both ladies were provided an opportunity for introducing themselves to the board and giving a brief outline of some of the immediate items they were going to be addressing.

President Okker provided some 'pride points' to the board including (but not limited to):

- Our incoming class may be up as high as 30% over last year's incoming class;
- We will have health services for students back on campus in the fall;
- Summer academic advising is in full swing; and
- She very much enjoyed her first New College Commencement.

Finance and Administration Committee

2022-23 Preliminary Operating and Capital Budgets

Vice Chair (and Finance and Administration Committee Chair) Christaldi provided some opening remarks regarding the budget process this year and the work of his committee. VP Kinsley informed the board that New College must provide documentation to the Florida Board of Governors on or before June 23, 2022 confirming that a 2022-23 operating budget has been approved by the College's Board of Trustees. With such confirmation, the State's Chief Financial Officer will make cash available for operations effective July 1, 2022.

The preliminary budget is based on the 2021-22 approved budget for all budget entities of the College plus any adjustments made by the College or state allocations appropriated by the 2022 Legislature.

Preliminary operating and capital budget details are summarized on pages accompanying the agenda that was provided to the board in advance of the meeting.

These budgets may be adjusted during the course of the fiscal year to include:

1. Funding to support property, casualty and other insurance payments.
2. Funding provided by the New College Foundation.
3. Actions taken by the BOT during the new fiscal year.
4. Various other adjustments as directed by the College President.

Revised operating and capital budgets will be presented to the Trustees for review and final action no later than November 2022.

After VP Kinsley's remarks there was an active discussion about the budget, budget timing and college financial priorities. Some of the discussion included questions from Chair Ruiz about the timing of budget items and reporting requirement to the Board of Governors. Vice Chair Christaldi requested a budget dashboard that would make it quicker and easier for trustees to get critical information about the budget and budget priorities.

Trustee Hoover emphasized that he is not intending that scholarship money be decreased, but asked some questions regarding scholarship money. These questions included how much money is going to scholarships that is not funded through the New College Foundation as well as how much unrestricted money in the budget is being used for scholarships and could this unrestricted money also be used for deferred maintenance. There was an active discussion between trustees and VP Kinsley regarding these issues and information was provided regarding these issues.

Trustee Hoover had some concern about passing a budget before we find out some follow up financial information from the September Board of Governors meeting. Vice Chair Christaldi explained the budget can be revisited throughout the year and amended or changed depending on the information we receive as the fiscal year progresses. Trustee Stewart commented that the preliminary budget is based in part on projected enrollment numbers which may also cause us to revisit the budget as the year moves on. Chair Ruiz mentioned that the college still has an opportunity for additional funding which is actively being pursued.

A motion was made to: 1. Approve the College's 2022-23 Preliminary Operating and Capital Budgets as proposed and 2. Authorize the President to make necessary adjustments to these budgets during the operating year. Motion, second and approved by unanimous vote.

Amendments to Regulation 3-1002 (9) Tuition and Fees – Facility licensing Fees

VP Kinsley explained that the proposed changes are designed to update the user fees charged for private-use of College owned space. This would impact for example, wedding rental of College Hall, but would apply to any such private event at College Hall. Coming out of the pandemic, there is high demand for events, and this rate structure is based on the College's assessment of the local market. Even with this user fee increase, the College's event rate structure is highly competitive. If approved, the rate structure would be effective immediately.

Trustee Lenger asked if the money from these events go into the general fund. VP Kinsley explained that money generated from these activities goes to auxiliary.

A motion was made to approve proposed Amendments to Regulation 3-1002 (9) Tuition and Fees – Facility Licensing Fees. Motion, second and approved by unanimous vote.

Proposed Amendments to Regulation 3-5001 Use of Space

VP Kinsley explained that the proposed changes are designed to simplify the existing regulation, making it clear that the President has delegated authority to manage all College owned space. If approved, the regulation change would be effective immediately, with the President immediately adopting the existing regulation as a policy starting point. The specific details of the policy may then be amended without

returning to the BOT. One suggestion made during the public posting period is that room assignments be updated to reflect the current office or offices with administrative oversight of the space; for example, each office would note the employee assigned to, as well as the division that employee reports to. General purpose classrooms would be the responsibility of the Registrar's Office, as they are currently. Unassignable space, such as circulation space, stairwells, and restrooms would remain unassigned. An additional field could be developed to indicate space that is generally deemed "Student Space"; where there are multiple users, or where the space is temporarily assigned to non-NCF users.

A motion was made to approve proposed amendments to Regulation 3-5001 Use of NCF Space. Motion, second and approved by unanimous vote.

NCSA President's Report

Trustee Grace Keenan, NCSA President, reported to the board that the most important priority for student government in the coming year is to improve student wellbeing. Other important priorities include (but are not limited to):

- Improving food service and food access;
- Making students feel safer on campus;
- Improve security systems for students;
- Specifically working with the BIPOC community on campus to increase safety;
- Increase student involvement in student government and to strengthen the NCSA as a system, including;
 - Training; and
 - Working to make sure there is a better understanding of the needs of the students.

Enrollment Management Report

David Boisvert, Interim Vice President of Enrollment Management, walked the trustees through his enrollment management report that was provided in advance of the meeting. He believes the encouraging enrollment numbers for this fall are because, among other things, the following strategy:

Communication

1. Scholarship award letters were distributed much earlier than previous cycles.
2. Financial Aid awards were distributed earlier than previous cycles.
3. Faculty Calling Campaign.
4. Created a parent communication campaign.

Community

5. Outreach efforts in diverse communities to build diversity was completed in collaboration with outreach. (V.I.P. Program).
6. Transfer articulation agreements with community colleges with guaranteed pathways were signed.
7. Revamped student search process by building awareness.
8. Hired two regional recruiters and have seen an increase in applications, Miami-Dade/Orlando/Jacksonville.
9. Achieved Phi Theta Kappa Honor Roll, 2nd year in a row.

Civil Discourse

Queen Zabriskie, Interim Chief Diversity Officer, presented to the board regarding efforts to comply with recommendations from the Board of Governors Initiative on Civil Discourse. Dr. Zabriskie reported on the

progress that has been made with respect to all of the recommendations from the Board of Governors as well as the implementation of the six 'Best Practices' provided by the Board of Governors that effectively promote and support civil discourse.

General Counsel Fugett remarked that he provided Dr. Zabriskie's report (provided to the Board of Trustees in advance of the meeting) to the General Counsels of the State University System earlier that week as many other SUS institutions have not gotten as far as Dr. Zabriskie in complying with the BOG recommendations. He was pleased to report that Dr. Zabriskie's initial report has been very well received by the other institutions and will likely serve to inform the other SUS institutions on an effective way to implement the Board of Governor's recommendations on civil discourse.

Follow Up

Procedure/Process for Changing the Name of New College of Florida

General Counsel Fugett reported that New College is a creation of Florida Statute. As such, it would take an act by both the Florida Senate and the Florida House of Representatives, in agreement, to change the name of New College.

Trustee Hoover commented that New College is the only 'college' in the State University System. He believes that in other countries, including Canada and countries in Europe, the word 'college' is used to mean a tech school. He feels this could be negatively impacting our international recruiting efforts. Trustee Hoover then stated he would like to explore the possibility of a name change by having a college task force address this issue in the next few months.

Trustee Hoover then made the following motion:

That the college create a task force to explore the option of changing the name of New College. Those interested in serving on the task force will provide their names to General Counsel. An initial report to the Board of Trustees is to be provided at the August 27, 2022, meeting of the New College Board of Trustees. Motion, second, and roll call vote as follows: Trustees Ruiz, Christaldi, Harvey, Keenan, Lenger, Mackie and Stewart voting 'no.' Trustees Colon, Hoover, and Karp voting 'yes.' Motion failed by a vote of 7-3.

Chair Ruiz stated that she is commissioning the Academic, Student and External Affairs Committee to address possible changes to the New College name, logo and other similar considerations.

Report on Fundraising Goals for Scholarships and Facilities

MaryAnne Young, Director of the New College Foundation and VP Kinsley reported that as a result of Board discussion at the April 19, 2022 Board meeting, the Chair has requested information on total deferred maintenance cost and the status of scholarship funding. A separate report has been prepared for deferred maintenance costs. A report conveying the budget status for scholarships was provided to the full board for review in advance of the meeting.

Most donations generated by the New College Foundation for scholarships are restricted for that purpose by the donor and are not available for other uses. The Foundation is considering a major capital campaign for launch perhaps sometime in the next two to three years. Fundraising for maintenance projects would be appropriate to consider in the assessment for the case statement to donors.

Report on Deferred Maintenance

VP Kinsley went through some line item deferred maintenance issues that he provided to the board in a report in advance of the meeting. After he presented there was an active discussion regarding deferred maintenance and money from the budget that can be used for these ongoing expenses. Trustee Hoover asked questions regarding the endowment and how much of the 42-43 million dollars in the endowment can be used for current deferred maintenance projects. It was explained that there are currently over 300 endowed funds within the overall endowment which restrict the vast majority of the endowment to used only for certain specific purposes.

Trustee Hoover recommended that any new money from the state, that is discretionary or unrestricted, should be applied as much as possible to deferred maintenance.

Chair Ruiz thanked Trustee Hoover for making this a priority. She further stated that she would like the Strategic Planning Committee to come up with a plan that includes options for addressing deferred maintenance issues.

President Okker stated that she appreciates the board taking on the deferred maintenance task and looks forward to the discussion.

Other Business

Chair Ruiz informed the board that she would like to include a working lunch from noon to 1:30 pm for the August 27 meeting of the Board of Trustees. The agenda will include the New College Challenge.

The board was reminded of the Trustee Summit that is taking place this year on November 9, 2022, from 9:00 am to 5:00 pm, hosted by the University of South Florida. The summit is being held at USF Health – Morsani College of Medicine, downtown Tampa.

Adjournment

There being no other business, the meeting was adjourned at 5:05 pm.

Respectfully Submitted,

David A. Fugett
General Counsel